



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE COUNCIL CHAMBERS
AT 120 E. MAIN STREET
AT 6:00 P.M., TUESDAY, JANUARY 20, 2015

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, January 20, 2015 to be approved as proposed or amended.

Consent:

1. Council Minutes 01-06-2015
2. Council Minutes 01-13-2015
3. Gronewold, Bell, Kyhmn & Co., FY13-14 Audit, \$1,500.00
4. Griggs Environmental Strategies, Inc., Wetland Monitoring: Fall Inspection & Report, \$1,356.00
5. Fox Engineering, Lexington Blvd. WWTP Pump Station Improvements, \$2,955.00
6. Fox Engineering, WWTP, \$65.50
7. Fox Engineering, IRE Pretreatment Agreement, \$3,786.70
8. Fox Engineering, Reverse Osmosis Pilot Study, \$857.76
9. Fox Engineering, Elevated Water Storage Tank, \$6,675.00
10. Fox Engineering, Ground Storage Reservoir, \$666.00
11. Snyder & Assoc., Rehabilitate Runway Construction Services, \$8,365.69
12. Wines & Spirits, 106 W. 2nd Street, Class E Liquor License, Class B Wine Permit, Class C Beer Permit (carryout beer), Sunday Sales, **(renewal)**
13. Hy-Vee Wine & Spirits, 1004 W. Madison Street, Class E Liquor License, Class B Wine Permit, Class C Beer Permit (carryout beer), Sunday Sales, **(renewal)**
14. Fareway Store #554, 301 N. Marion Ave., Class E Liquor License, Class B Wine Permit, Class C Beer Permit (carryout beer), **(renewal)**
15. Department Reports

Claims and Financial Reports:

Claims as Presented.

Financial Reports

SPECIAL PRESENTATION

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

UNFINISHED BUSINESS

NEW BUSINESS

Discussion and Consideration of Egg Sewer Televising Proposal.

Discussion and Consideration of Flow Monitoring Proposal from V & K.

Discussion and Consideration of Appointment to Airport Commission.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Discussion and Consideration of Resolution Adopting Strategic Priorities Work Plan for 2015 & 2016.

Discussion and Consideration of Third Reading of an Ordinance Amending the Washington Code of Ordinances by Adding Yield Signs (W. 6th Street and N. Ave. C)

DEPARTMENTAL REPORT

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

Sandra Johnson, Mayor
Mark Kendall
Jaron Rosien
Kathryn Salazar
Bob Shellmyer
Bob Shepherd
Russ Zieglowsky

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 01-06-2015

The Council of the City of Washington, Iowa, met in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, January 6, 2015. Mayor Johnson in the chair. On roll call present: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Absent: none.

Motion by Shellmyer, seconded by Rosien, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, January 6, 2015 be approved as proposed. Motion carried.

Consent:

1. Council Minutes 12-16-2014
2. Council Minutes 12-30-2014
3. V & K, N. 6th Ave. Reconstruction-Design, \$888.00
4. V & K, Reserves at Briarwood Site Plan, \$666.00
5. IMWCA, Installment #7, \$10,606.00
6. Terracon, Elevated Water Storage Tank, \$7,700.00
7. Washington Chamber of Commerce, Annual Dues, \$1,112.10
8. Natgun, Ground Storage Reservoir Payment #8, \$9,493.35
9. Visu-Sewer, Inc. Sanitary Sewer Rehabilitation, Phase I, Pay Estimate #5 (final), \$12,033.18
10. Kevin D. Olson, Professional Services, \$1,311.42
11. 4th Street Bar & Grill, 331 N. 4th Avenue, Class C Liquor License (LC) (Commercial) Sunday Sales, Outdoor Service Area, **(Ownership Change)**
12. Department Reports

Councilor Rosien requested that item 11 be removed from the consent agenda.

Motion by Rosien, seconded by Salazar, that the consent agenda items 1-10, 12 be approved. Motion carried.

Motion by Rosien, seconded by Kendall, to approve item 11. Motion carried. Kendall abstained with conflict.

Motion by Kendall, seconded by Rosien, to approve payment to DeLong Construction for the S. 12th/E. Tyler Street 2014 Paving Project in the amount of \$35,588.81. Motion carried. Kendall abstained with conflict.

Motion by Rosien, seconded by Salazar, that the claims as presented be approved for payment. Motion carried.

Leland Belding, V & K Engineering, gave council some historical background on sewer televising and repair work and listed some of the work planned for this year to reduce infiltration into the sanitary sewers.

Merle Hagie, Code Enforcement Officer, gave an update on nuisance abatements.

Kevin Peiffer came before council to comment on snow emergency off street parking.

Alan Peterson came before council to discuss a problem with a car in his neighborhood that was not moved for snow removal.

After discussion, informal agreement by council to continue to use the 1999 Ford Crown Victoria for use as a school car and for out of town meetings.

City Administrator Brent Hinson gave council a review of the Annual Report to the Washington County Riverboat Foundation.

Motion by Rosien, seconded by Shepherd, to accept the Public Utility Easement Agreement – W. Tyler Street Storm Water/Sanitary Sewer. Motion carried.

Motion by Salazar, seconded by Shellmyer, to affirm the appointment of Fire Department Officers. Chief Tom Wide; 1st Asst. Chief Craig Rembold; 2nd Asst. Chief Jim Williams; Sec./Treas. Tom Beauchamp. Motion carried.

Motion by Shepherd, seconded by Shellmyer, to approve the Resolution Authorizing Assessment to Taxes. Roll call on said motion: Ayes: Kendall, Rosien, Shellmyer, Shepherd, Zieglowsky. Nays: none Motion carried. Salazar abstained with conflict. **(Resolution No. 2015-001)**

Motion by Rosien, seconded by Shellmyer, to approve the second reading of an Ordinance Amending the Code of the City of Washington, Iowa, by Adding Yield Signs (W. 6th Street and N. Ave. C) Roll call on said motion: Ayes: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Nays: none. Motion carried.

Motion by Rosien, seconded by Salazar, that the Regular Session held at 6:00 P.M., Tuesday, January 6, 2015 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

Council Minutes 01-13-2015

The Council of the City of Washington, Iowa, met in Special Session in the Nicola-Stoufer Room, in the Washington Public Library, 115 W. Washington Street, at 6:00 P.M., Tuesday, January 13, 2015. Mayor Johnson in the Chair. On roll call present: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Absent: none.

Motion by Kendall, seconded by Salazar, that the agenda for the Special Session to be held at 6:00 P.M., Tuesday, January 13, 2015 be approved as proposed. Aye: Kendall, Salazar, Rosien, Shepherd, Zieglowsky. Nays: Shellmyer. Motion carried.

City Administrator Brent Hinson gave Council a power point overview of the proposed Fiscal Year 2015-2016 City Budget. Councilors were given notebooks which have detailed breakdowns of the proposed budget. Further discussion of the budget will continue at additional budget workshops.

Motion by Shellmyer, seconded by Rosien, that the Special Session held at 6:00 P.M., Tuesday, January 13, 2015 be adjourned. Motion carried unanimously.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

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

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

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

Invoice No. 21029
Date 12/31/2014
Client No. 03793

Progress billing on audit of financial statements
for the year ended June 30, 2014.

\$ 1,500.00

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

Griggs Environmental Strategies, Inc

915 8th Street
Boone, IA 50036 US

515-230-7044
kevin@griggs-es.com
www.griggs-es.com



INVOICE

INVOICE NO. 12-357-004
TERMS Net 30
DATE 12/23/2014
DUE DATE 01/22/2015

BILL TO
City of Washington
David Hinson, City Administrator
215 East Washington Street
Washington, IA 52353

Please detach top portion and return with your payment.

ACTIVITY	QTY	RATE	AMOUNT
Consulting Wetland Mitigation Monitoring: fall inspection and 2014 Report	1	1,356.00	1,356.00

It has been a pleasure working with you!

BALANCE DUE

\$1,356.00



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

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

Invoice number 37662
 Date 12/30/2014

Project **204514A Lexington Boulevard
 Wastewater Pump Station Improvements**

Professional Services for the Period of 11/30/2014 to 12/25/2014

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Design	19,700.00	15.00	0.00	2,955.00	2,955.00
Bidding	1,700.00	0.00	0.00	0.00	0.00
Total	21,400.00	13.81	0.00	2,955.00	2,955.00

Invoice total \$2,955.00

Approved by: _____

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



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

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


Invoice number 37661
 Date 12/30/2014

Project **204508A Washington Wastewater Treatment Plant**

Professional Services for the Period of 11/30/2014 to 12/25/2014

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Facility Plan Amendment	13,500.00	100.00	13,500.00	13,500.00	0.00
Preliminary Design	307,400.00	100.00	307,400.00	307,400.00	0.00
Final Design	424,000.00	100.00	424,000.00	424,000.00	0.00
Bidding / Negotiation	22,500.00	100.00	22,500.00	22,500.00	0.00
UV Room Door	-6,946.00	100.00	-6,946.00	-6,946.00	0.00
Operations Manual	36,300.00	100.00	36,300.00	36,300.00	0.00
Construction Staking	24,840.00	100.00	24,840.00	24,840.00	0.00
Total	821,594.00	100.00	821,594.00	821,594.00	0.00

	Billed Amount
Post Construction	
Professional Fees	65.50
Phase subtotal	65.50
Invoice total	\$65.50

Approved by: 

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



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

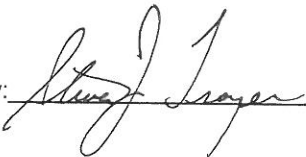
City of Washington
PO Box 516
Washington, IA 52353
Brent Hinson

Invoice number 37660
Date 12/30/2014

Project **204508A Washington Wastewater Treatment Plant**

Professional Services for the Period of 11/30/2014 to 12/25/2014

	<u>Billed Amount</u>
Consultation - IRE Pretreatment Agreement	
Professional Fees	3,583.25
Reimbursables	203.45
Phase subtotal	<u>3,786.70</u>
Invoice total	<u><u>\$3,786.70</u></u>

Approved by:  _____

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



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

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

Invoice number 37674
Date 12/30/2014

Project **342414B Reverse Osmosis Pilot Study**

Professional Services for the Period of 11/30/2014 to 12/25/2014

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Study & Report	21,444.00	4.00	0.00	857.76	857.76
Total	21,444.00	4.00	0.00	857.76	857.76

Invoice total \$857.76

Approved by:

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



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

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

Invoice number 37673
Date 12/30/2014

Project **342414A Washington Elevated Water Storage Tank**

Professional Services for the Period of 11/30/2014 to 12/25/2014

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	26,700.00	60.00	9,345.00	16,020.00	6,675.00
Final Design	32,500.00	0.00	0.00	0.00	0.00
Bidding & Negotiation	10,400.00	0.00	0.00	0.00	0.00
Construction Administration	46,300.00	0.00	0.00	0.00	0.00
Construction Staking	2,700.00	0.00	0.00	0.00	0.00
Total	118,600.00	13.51	9,345.00	16,020.00	6,675.00

Invoice total **\$6,675.00**

Approved by:

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



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

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

Invoice number 37672
 Date 12/30/2014

Project **342413A Washington Ground Storage Reservoir**


Professional Services for the Period of 11/30/2014 to 12/25/2014

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Design	63,700.00	100.00	63,700.00	63,700.00	0.00
Bidding	9,800.00	100.00	9,800.00	9,800.00	0.00
Construction Administration	39,600.00	96.00	37,620.00	38,016.00	396.00
Construction Staking	1,500.00	100.00	1,500.00	1,500.00	0.00
Total	114,600.00	98.62	112,620.00	113,016.00	396.00

RPR Services

Professional Fees

	Billed Amount
Professional Fees	270.00
Phase subtotal	270.00
Invoice total	\$666.00

Approved by: 

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



**INVOICE FOR PROFESSIONAL SERVICES
SUMMARY**

Mike Roe
 Washington Airport Commission
 PO Box 516
 Washington, IA 52353


Invoice Date: 12/31/2014

Invoice No: 14
 Billing Period: 11/1/2014 to 11/30/2014
 S&A Project No: 109.1021.01B

Client Project #:
 County: Washington
Rehabilitate Runway Construction Services

	Contract Estimate	Cumulative to Date	Previous Invoices	Current Period
Labor Dollars	\$65,893.20	\$53,798.62	\$50,938.07	\$2,860.55
Overhead 152.83%	\$100,704.58	\$82,220.44	\$77,848.66	\$4,371.78
Overhead Adjustments		\$0.00	\$0.00	\$0.00
Direct Expenses	\$9,750.00	\$5,221.13	\$4,858.17	\$362.96
Subconsultants (including authorized contingency)				
Materials Testing	\$22,000.00	\$11,738.40	\$11,634.40	\$104.00
Electrical Review	\$5,000.00	\$0.00	\$0.00	\$0.00
Subtotal	\$203,347.78	\$152,978.59	\$145,279.30	\$7,699.29
Fixed Fee	\$16,659.78	\$13,994.22	\$13,327.82	\$666.40
Authorized Contingency	\$0.00			
Total Authorized Amount	\$220,007.56			
Total Billed to Date	\$166,972.81	\$166,972.81	\$158,607.12	\$8,365.69
Remaining Authorized Balance	\$53,034.75			
Unauthorized Contingency Snyder & Associates	\$0.00			

SNYDER & ASSOCIATES, INC.


 Mark Land

310-6-6020-6762-102
~~032-6-2080~~ Initials *jea*
 EXP. *Renew 13-31*
 Vender # _____ Date Rec. *1-12-15*
 Due Date _____ Inv # _____

REMIT TO:

2727 SW Snyder Blvd. - PO Box 1159, Ankeny, IA 50023

email: ar@snyder-associates.com

Federal E.I.N. 42-1379015

License Application (LE0000830)

Applicant

Name of Applicant:	<u>T & J Walsh Inc</u>		
Name of Business (DBA):	<u>Wines And Spirits</u>		
Address of Premises:	<u>106 W 2nd St</u>		
City: <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353000</u>	
Business Phone:	<u>(319) 653-2822</u>		
Mailing Address:	<u>106 W 2nd St</u>		
City: <u>Washington</u>	State: <u>IA</u>	Zip: <u>52353</u>	

Contact Person

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

Classification: Class E Liquor License (LE)

Term: 12 months

Effective Date: 03/04/2015

Expiration Date: 03/03/2016

Privileges:

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

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>216302</u>	Federal Employer ID #	<u>42-1473452</u>

Ownership

Anthony Walsh

First Name: Anthony

Last Name: Walsh

City: Washington

State: Iowa

Zip: 52353

Position Owner

% of Ownership 100.00 %

U.S. Citizen

Insurance Company Information

Insurance Company:	<u>United Fire & Casualty Company</u>		
Policy Effective Date:	<u>03/04/2015</u>	Policy Expiration Date:	<u>01/01/1900</u>
Bond Effective Continuously:	<u>2</u>	Dram Cancel Date:	
Outdoor Service Effective Date:		Outdoor Service Expiration Date:	
Temp Transfer Effective Date:		Temp Transfer Expiration Date:	

License Application (LE0001508)

Applicant

Name of Applicant:	<u>Hy-Vee, Inc</u>		
Name of Business (DBA):	<u>Hy-Vee Wine & Spirits</u>		
Address of Premises:	<u>1004 W Madison St</u>		
City: <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>	
Business Phone:	<u>(319) 653-5406</u>		
Mailing Address:	<u>5820 Westown Pkwy</u>		
City: <u>West Des Moines</u>	State: <u>IA</u>	Zip: <u>50266</u>	

Contact Person

Name: <u>Jennie Woods</u>			
Phone: <u>(515) 267-2874</u>	Email Address:	<u>jmwoods@hy-vee.com</u>	

Classification: Class E Liquor License (LE)

Term: 12 months

Effective Date: 02/24/2014

Expiration Date: 02/23/2015

Privileges:

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

Status of Business

BusinessType: <u>Privately Held Corporation</u>			
Corporate ID Number: <u>19862</u>	Federal Employer ID # <u>42-0325638</u>		

Ownership

Jeffrey Pierce

First Name: Jeffrey

Last Name: Pierce

City: West Des Moines

State: Iowa

Zip: 50265

Position Asst. Treasurer, Financial

% of Ownership 0.00 %

U.S. Citizen

Michael Skokan

First Name: Michael

Last Name: Skokan

City: Waukee

State: Iowa

Zip: 50263

Position CFO, Treasurer

% of Ownership 0.00 %

U.S. Citizen

Randy Edeker

First Name: Randy

Last Name: Edeker

City: Urbandale

State: Iowa

Zip: 50322

Position CEO, President

% of Ownership 0.00 %

U.S. Citizen

Stephen Meyer

First Name: Stephen

Last Name: Meyer

City: Des Moines

State: Iowa

Zip: 50309

Position Executive VP, Secretary

% of Ownership 0.00 %

U.S. Citizen

Insurance Company Information

Insurance Company: EMPLOYERS MUTUAL CASUALTY COMPANY

Policy Effective Date: 02/24/2014

Policy Expiration Date: 01/01/1900

Bond Effective Continuously: 2

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

License Application (LE0001759)

Applicant

Name of Applicant:	<u>Fareway Stores, Inc.</u>		
Name of Business (DBA):	<u>Fareway Stores, Inc. #554</u>		
Address of Premises:	<u>301 North Marion Avenue</u>		
City: <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>	
Business Phone:	<u>(319) 653-5064</u>		
Mailing Address:	<u>2300 Industrial Park Road</u>		
City: <u>Boone</u>	State: <u>IA</u>	Zip: <u>50036</u>	

Contact Person

Name:	<u>Tracey Wilson</u>		
Phone:	<u>(515) 433-5336</u>	Email Address:	<u>twilson@farewaystores.com</u>

Classification: Class E Liquor License (LE)

Term: 12 months

Effective Date: 03/01/2015

Expiration Date: 02/29/2016

Privileges:

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

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>253</u>	Federal Employer ID #	<u>420240920</u>

Ownership

Fred E Vitt Trust

First Name: Fred E

Last Name: Vitt Trust

City: Boone

State: Iowa

Zip: 50036

Position Trust

% of Ownership 10.85 %

U.S. Citizen

Frederick Greiner

First Name: Frederick

Last Name: Greiner

City: Boone

State: Iowa

Zip: 50036

Position President

% of Ownership 0.00 %

U.S. Citizen

Paul S. Beckwith Trust

First Name: Paul S.

Last Name: Beckwith Trust

City: Boone

State: Iowa

Zip: 50036

Position Trust

% of Ownership 55.78 %

U.S. Citizen

Various Individuals & Trust ea

First Name: Various Individuals & Trus

Last Name: each holding less than 5%

City: Unknown

State: Iowa

Zip: 55555

Position Stockholders

% of Ownership 33.37 %

U.S. Citizen

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date: <u>03/01/2015</u>	Policy Expiration Date: <u>01/01/1900</u>
Bond Effective Continuously: <u>2</u>	Dram Cancel Date:
Outdoor Service Effective Date:	Outdoor Service Expiration Date:
Temp Transfer Effective Date:	Temp Transfer Expiration Date:

**WWTP report
January 20, 2015
Council Meeting**

- **After hour alarm and dog call outs** –
10th dog call, Safety Center reported a dog to be picked up in 1100 Blk E Adams, 11:00 p.m. Jason
14th dog call, Public reported a dog to be picked up at South 6th & E Harrison, 7:30 p.m. Delen
- **Dept Head meetings** – I attended the meetings on the 6th & 13th.
- **IRE** – IRE hasn't discharged any waste water to the WWTP.
- **Old WWTP office/lab building cleanout** – We're still cleaning out this building as time allows.
- **Thanks to Nick** – For opening our entrance road during recent snow events.
- **2014 annual bio-solids report** – I've been working on this annual report for the USEPA & IDNR.
- **Towed vehicles** – We pushed back snow in an area at old WWTP to store vehicles that were towed during the snow emergency.
- **Big snow blower** – We installed the big blower on the LS tractor on the 9th. Jason assisted M/C Dept removing snow from the streets that had big drifts on them.
- **Lexington lift station** – Iowa Pump Works (IPW) was at Lexington lift station on the 14th. They removed a rental pump from Electric Pump (EP) and a city owned pump from the lift station. Then they installed two (2) of their rental pumps. The reason for this was the city pump was on its last leg and was used only for emergency backup. EP was charging us \$1,150 per month for one (1) 20 HP pump. IPW offered the two (2) pumps (15 HP & 18 HP) for \$900 per month. This will help get us through the wet spring weather until the upgrade at this lift station is completed.
- **WWTP December 2014 MOR** – Average daily flow **1.63** million gallons (mg), maximum daily flow **2.40** mg, minimum daily flow **1.33** mg. There were **no** violations of the WWTP's NPDES discharge permit. Total precipitation for December 2014 = **>1.09"** (recorded at the WWTP).

CBOD5 Removal 85% required result = 99.6 %
Influent CBOD5 monthly average = **83.32** mg/L
Effluent CBOD5 monthly average = **0.30** mg/L

TSS Removal 85 % required result = 98.9 %
Influent TSS monthly average = **116.24** mg/L
Effluent TSS monthly average = **1.27** mg/L

**Fred E. Doggett
1/15/2015 3:17 PM**

Maintenance and Construction Report

1/3/15-1/16/15

STREETS: M/C Personnel plowed snow and later drifting snow after 6 inch snowfall and high winds. The salt used in January thus far is 28 ton, salt sand-17.5 ton and calcium chloride was 30 gallons. This equals less than 30% of the salt budget used. Crews hauled snow away from the downtown, schools and cul-de-sacs. Personnel picked up Christmas trees throughout the town and dumped them out on the brush pile at the WWTF, usually someone wants most of them for habit reasons.

WATER DISTRIBUTION: M/C Personnel repaired a water main break at 904 South Ave D, using a 6 inch repair sleeve. Personnel repaired a leaking 1 inch copper at 1508 Highland Ave, where a new copper line was installed from the 8 inch water main to the curb box. Personnel also shut off a couple water services due to freezing conditions where houses were vacant.

SEWER COLLECTION: M/C Personnel worked on sanitary sewer mapping for V&K.

STORM SEWER COLLECTION: M/C Personnel pushed back some corners where snow might cause flooding during expected melting periods.

MECHANIC/SHOP: M/C Personnel serviced #115 (turbo charger, tail lights, exhaust and air intake), #111 (brakes), loader #131 (hydraulic fittings), #119 (hydraulic), sweeper (electrical), PD 672 (check coolant and tires) and #311 (throttle).

OTHER: M/C Personnel hauled sand back to the stock pile. Personnel attended a Sasso safety meeting on Ergonomics.

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
MONTH TO DATE TREASURERS REPORT
DECEMBER 31ST, 2014

FUND	12/1/2014	M-T-D	REVENUES NOT	M-T-D	EXPENSES NOT	12/31/2014
	BEGINNING					REVENUES
	CASH BALANCE					BALANCE
001-GENERAL FUND	1,048,905.49	188,159.30	-	281,419.48	430.37	956,075.68
002-AIRPORT FUND	171,616.04	15,795.05	-	2,629.01	-	184,782.08
012-WEDG REIMBURSEMENT	-	-	-	(240.96)	-	240.96
110-ROAD USE	647,059.87	57,098.95	-	77,794.32	197.71	626,562.21
112-EMPLOYEE BENEFITS	-	25,266.26	-	25,266.26	-	-
114-EMERGENCY LEVY	-	1,539.26	-	1,539.25	-	0.01
121-LOCAL OPTION SALES TAX	-	63,471.63	-	63,471.63	-	-
125-URBAN RENEWAL AREA #1	-	1,207.01	-	1,207.01	-	-
129-URBAN RENEWAL AREA #3C	-	3,067.61	-	3,067.61	-	-
131-URBAN RENEWAL AREA #4	-	1,211.66	-	1,211.66	-	-
132-URBAN RENEWAL AREA #5	14,729.02	370.17	-	-	-	15,099.19
133-URBAN RENEWAL AREA #6	-	164.79	-	-	-	164.79
134-URBAN RENEWAL AREA #7	-	183.93	-	-	-	183.93
145-HOUSING REHABILITATION	(50.00)	-	-	-	-	(50.00)
146-LMI TIF SET-ASIDE	35,845.85	2,270.03	-	-	-	38,115.88
200-DEBT SERVICE	332,523.21	33,075.32	-	-	-	365,598.53
300-CAPITAL EQUIPMENT	205,633.35	-	-	-	-	205,633.35
301-CAPITAL PROJECTS FUND	212,302.94	430,074.39	-	69,018.17	-	573,359.16
305-RIVERBOAT FOUND CAP PROJ	433,173.40	99,751.63	-	420,000.00	-	112,925.03
308-INDUSTRIAL DEVELOPMENT	540,455.76	3.42	-	-	-	540,459.18
309-MUNICIPAL BUILDING	98,558.60	-	-	-	-	98,558.60
310-WELLNESS PARK	-	5,000.00	-	5,000.00	-	-
510-MUNICIPAL BAND	50.00	-	-	-	-	50.00
520-DOG PARK	6,232.28	-	-	-	-	6,232.28
530-TREE COMMITTEE	6,555.80	500.00	-	367.43	-	6,688.37
540-POLICE FORFEITURE	(250.00)	100.00	-	-	-	(150.00)
550-PARK GIFT	167,479.24	0.20	-	-	-	167,479.44
570-LIBRARY GIFT	34,988.10	251.00	-	1,088.89	-	34,150.21
580-CEMETERY GIFT	40,150.00	-	-	-	-	40,150.00
590-CABLE COMMISSION	16,418.04	-	-	116.61	-	16,301.43
600-WATER UTILITY	1,116,784.35	141,348.15	-	104,030.13	195.74	1,154,298.11
601-WATER DEPOSIT FUND	17,860.00	1,650.00	-	1,350.00	-	18,160.00
603-WATER CAPITAL PROJECTS	-	50,406.30	-	50,406.30	-	-
610-SANITARY SEWER	1,982,670.25	171,485.09	-	385,447.85	304.84	1,769,012.33
612-SEWER SINKING	(35,576.50)	276,381.86	-	240,805.36	-	-
613-SEWER CAPITAL PROJECTS	149,286.56	-	-	65,868.28	-	83,418.28
670-SANITATION	118,353.41	45,547.98	-	52,066.93	-	111,834.46
910-LIBRARY TRUST	218,372.91	14.62	-	-	-	218,387.53
950-SELF INSURANCE	88,795.89	2,273.96	-	536.47	-	90,533.38
951-UNEMPLOYMENT SELF INS	2,425.95	252.66	-	-	-	2,678.61
TOTAL BALANCE	7,671,349.81	1,617,922.23	-	1,853,467.69	(1,128.66)	7,436,933.01

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	1,249,402.62 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	256,607.89	0.01%
Investment in IPAIT	1,734,387.78	0.01%
Wash St Bank - Library Acct	167,455.90	0.01%
Wash St - Farm Mgmt Acct	28,728.82	
Federation Bank - CD - 10/02/13-renewed	500,000.00	0.51%
Wash St Bank - CD - 1/9/14	500,000.00	0.45%
Federation Bank - CD - 2/14/2014	500,000.00	0.56%
Wash St Bank - CD - 3/14/2014	500,000.00	0.45%
Federation Bank - CD - 3/14/2014	250,000.00	0.56%
IPAIT - CD - 5/19/2014	500,000.00	0.59%
Wash St Bank - CD - 6/20/2014	500,000.00	0.45%
Wash St Bank - CD - 8/8/2014	250,000.00	0.45%
Wash St Bank - CD - 12/10/2014	500,000.00	
TOTAL CASH IN BANK	7,436,933.01	

(1) Washington State Bank	1,319,193.60
Outstanding Deposits & Checks	(69,790.98)
	<u>1,249,402.62</u>

CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
DECEMBER 31, 2014

FUND	7/1/2014		REVENUES NOT YET RECEIVED	12/31/2014		
	BEGINNING CASH BALANCE	Y-T-D REVENUES		Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	ENDING CASH BALANCE
001-GENERAL FUND	831,620.44	1,978,033.27	-	1,856,047.27	2,469.24	956,075.68
002-AIRPORT FUND	193,599.45	284,983.23	-	293,800.60	-	184,782.08
012-WEDG REIMBURSEMENT	-	-	-	(240.96)	-	240.96
110-ROAD USE	755,668.20	435,047.05	-	565,388.54	1,235.50	626,562.21
112-EMPLOYEE BENEFITS	-	348,448.26	-	348,448.26	-	-
114-EMERGENCY LEVY	-	29,646.21	-	29,646.20	-	0.01
121-LOCAL OPTION SALES TAX	-	405,587.70	-	405,587.70	-	-
125-URBAN RENEWAL AREA #1	-	10,668.11	-	10,668.11	-	-
129-URBAN RENEWAL AREA #3C	-	38,352.04	-	38,352.04	-	-
131-URBAN RENEWAL AREA #4	-	23,041.07	-	23,041.07	-	-
132-URBAN RENEWAL AREA #5	-	17,571.69	-	2,472.50	-	15,099.19
133-URBAN RENEWAL AREA #6	-	22,299.51	-	22,134.72	-	164.79
134-URBAN RENEWAL AREA #7	-	1,259.34	-	1,075.41	-	183.93
145-HOUSING REHABILITATION	-	-	-	50.00	-	(50.00)
146-LMI TIF SET-ASIDE	26,671.90	11,443.98	-	-	-	38,115.88
200-DEBT SERVICE	170.31	474,565.47	-	109,137.25	-	365,598.53
300-CAPITAL EQUIPMENT	253,628.85	1,890.40	-	49,885.90	-	205,633.35
301-CAPITAL PROJECTS FUND	1,648,473.03	1,728,774.56	-	2,803,888.43	-	573,359.16
305-RIVERBOAT FOUND CAP PROJ	308,670.99	224,254.04	-	420,000.00	-	112,925.03
308-INDUSTRIAL DEVELOPMENT	542,202.68	14.90	-	1,758.40	-	540,459.18
309-MUNICIPAL BUILDING	100,000.00	-	-	1,441.40	-	98,558.60
310-WELLNESS PARK	-	5,000.00	-	5,000.00	-	-
510-MUNICIPAL BAND	-	1,150.00	-	1,100.00	-	50.00
520-DOG PARK	5,893.18	628.15	-	289.05	-	6,232.28
530-TREE COMMITTEE	6,113.63	1,550.00	-	975.26	-	6,688.37
540-POLICE FORFEITURE	-	100.00	-	250.00	-	(150.00)
550-PARK GIFT	170,488.99	8,899.22	-	11,908.77	-	167,479.44
570-LIBRARY GIFT	35,060.27	4,620.11	-	5,530.17	-	34,150.21
580-CEMETERY GIFT	40,000.00	150.00	-	-	-	40,150.00
590-CABLE COMMISSION	16,418.04	-	-	116.61	-	16,301.43
600-WATER UTILITY	915,582.48	822,053.57	-	584,247.50	909.56	1,154,298.11
601-WATER DEPOSIT FUND	16,030.00	12,750.00	-	10,620.00	-	18,160.00
603-WATER CAPITAL PROJECTS	-	1,303,533.08	-	1,303,533.08	-	-
610-SANITARY SEWER	1,546,122.64	1,022,802.39	-	801,440.99	1,528.29	1,769,012.33
612-SEWER SINKING	-	276,381.86	-	276,381.86	-	-
613-SEWER CAPITAL PROJECTS	363,193.12	2,944.50	-	282,719.34	-	83,418.28
670-SANITATION	99,692.03	175,274.39	-	163,131.96	-	111,834.46
910-LIBRARY TRUST	218,312.16	75.37	-	-	-	218,387.53
950-SELF INSURANCE	83,348.94	26,429.48	-	19,245.04	-	90,533.38
951-UNEMPLOYMENT SELF INS	-	2,936.61	-	258.00	-	2,678.61
TOTAL BALANCE	8,176,961.33	9,703,159.56	-	10,449,330.47	(6,142.59)	7,436,933.01

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	1,249,402.62 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	256,607.89	0.01%
Investment in IPAIT	1,734,387.78	0.01%
Wash St Bank - Library Acct	167,455.90	0.01%
Wash St - Farm Mgmt Acct	28,728.82	
Federation Bank - CD - 10/02/13-renewed	500,000.00	0.51%
Wash St Bank - CD - 1/9/14	500,000.00	0.45%
Federation Bank - CD - 2/14/2014	500,000.00	0.56%
Wash St Bank - CD - 3/14/2014	500,000.00	0.45%
Federation Bank - CD - 3/14/2014	250,000.00	0.56%
IPAIT - CD - 5/19/2014	500,000.00	0.59%
Wash St Bank - CD - 6/20/2014	500,000.00	0.45%
Wash St Bank - CD - 8/8/2014	250,000.00	0.45%
Wash St Bank - CD - 12/10/2014	500,000.00	
TOTAL CASH IN BANK	7,436,933.01	

(1) Washington State Bank	1,319,193.60
Outstanding Deposits & Checks	(69,790.98)
	<u>1,249,402.62</u>



Proposal

To: Eric Gould
Veenstra & Kimm, Inc.
860 22nd Avenue, Suite 4
Coralville, IA 52241
319-466-1000

From: Patrick Dunigan
Visu-Sewer, Inc.
W230 N4855 Betker Dr.
Pewaukee, WI 53072
414-391-9404

Date: 9/29/2014

Project: Egg Shaped Tunnel CCTV Inspection

Visu-Sewer is pleased to offer the following service:

CCTV inspection of approximately 4,750 linear feet sanitary sewer in the City of Washington. The proposal cost includes DVD's, inspection reports with PACP codes & defect still photos and light cleaning with a jet truck prior to televising. Note: If needed, heavy cleaning will be completed at \$320.00 per hour.

Price - \$1.90 per linear foot

The City of Washington shall provide access to all manholes, water for our jet truck from nearby hydrants (without charge), a dump site for captured debris, and any traffic control required beyond cones and signs. Visu-Sewer will provide labor and equipment to complete the project. Additional sewer line sections may be added to this project upon approval of both parties.

Thank you for the opportunity to quote on this project. If you have any questions please do not hesitate to contact us at 800-876-8478.

All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Time and material rates are charges "port to port". Terms - Net 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. VS, Inc. is authorized to do the work as specified.

Date: _____ Signature: _____

Please sign and return to sender

ENGINEERING SERVICES AGREEMENT
CITY OF WASHINGTON
FLOW METERING – PHASE 1
PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT, made and entered into this ____ day of _____, 2015, by and between the **City of Washington**, hereinafter referred to as the **Owner**, party of the first part, and **VEENSTRA & KIMM, INC.**, a corporation organized and existing under the laws of the State of Iowa, party of the second part, hereinafter referred to as the **Engineers**,

WITNESSETH: THAT WHEREAS, the Owner is now contemplating evaluating the sanitary sewer collection system of certain **Flow Metering – Phase 1**, hereinafter referred to as the **Project**, and

WHEREAS, the Owner has determined it would be appropriate to proceed with data gathering, analysis and preparation of a report of the Project, and

WHEREAS, the Owner desires to retain the services of the Engineers to provide professional services for the Project, and

NOW, THEREFORE, it is hereby agreed by and between the parties hereto that the City of Washington retains the Engineers to act for and represent it in engineering matters, as set forth hereinafter, for the Project. Such agreement shall be subject to the following term and conditions, to wit:

1. **SCOPE OF PROJECT.** It is understood and agreed upon the Project shall include the following improvements:
 - a. Rental of seven (7) flow meters for three months – March through May, 2015.
 - b. Installation of six (6) flow meters in sanitary manholes upstream of Sunset Park and one (1) flow meter in a storm manhole along E. 12th Ave north of N. 15th Street. The following locations have been selected for installation locations although final locations will be determined during installation based on field conditions.
 1. Sanitary Manhole north of Sunset Park.
 2. Sanitary Manhole north of N. D Ave/W. 7th St.
 3. Sanitary Manhole N. Madison Ave/W. 11th St.
 4. Sanitary Manhole N. 4th Ave/E. 11th St.
 5. Sanitary Manhole N. 4th Ave/E. 12th St.
 6. Sanitary Manhole N. 6th Ave/E. 13th St.
 7. Storm Manhole north of the E. 12th Ave/ N. 15th Street intersection.

- c. Processing data and preparing a written summary of the metering results for review by City staff.
 - d. Removal of flow meters, cleaning, packaging and shipping back to the rental company upon completion of metering period.
2. **COMPENSATION.** The Owner shall compensate the Engineers for their services by payment of the following fees:
- a. The total engineering services for metering services shall be an hourly estimated fee of Thirty Seven Thousand Four Hundred Seventy Dollars (\$37,470) including:
 - 1) The fee for meter rental shall be based on the actual rental rates for the equipment. The rental rate is estimated to be \$1,570 per month per meter for a three month period for a total cost of Thirty Two Thousand Nine Hundred Seventy Dollars (\$32,970).
 - 2) The fee for meter installation, maintenance, and removal will be based on the standard hourly fee for the time the Engineer's personnel are actually engaged in the performance of the work plus any additional expenses. Installation and removal activities will require that confined space entry procedures be followed. Based on the providing of not more than 48 hours of personnel time and providing for a total of 3 trips, the total fee for meter installation, maintenance, removal and shipping services is an estimated fee of Three Thousand Dollars (\$3,000).
 - 3) The fee for data download, processing and summary letter is an estimated fee of One Thousand Five Hundred Dollars (\$1,500).
3. **PAYMENT.** The fees shall be due and payable as follows:
- a. The fee shall be due and payable monthly based on that proportion of the fee which the Engineers have completed as of the time of the applicable billing.
4. **ASSIGNMENT.** This Agreement and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto.

The undersigned do hereby covenant and state that this Agreement is executed in duplicate as though each were an original and that there are no oral agreements that have not been reduced to writing in this instrument.

It is further covenanted and stated that there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, nor have any of the above been implied by or for any party to this Agreement.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names on the date first written above.

CITY OF WASHINGTON

ATTEST:

By _____

By _____

VEENSTRA & KIMM, INC.

ATTEST:

By  _____
Project Manager

By  _____
Authorized Representative



CITY OF WASHINGTON

BOARD/COMMISSION APPLICATION FORM

Please return to: City of Washington, ATTN: City Clerk, PO Box 516, Washington, IA 52353

Application for: Airport Commission Planning & Zoning Commission Board of Adjustment
 Forestry Commission Library Board Historic Preservation Commission
 Cable TV Commission Tree Beautification Committee Neighborhood Pride Committee

NAME Joe Harvey HOME ADDRESS 1306 East 2nd, Washington
OCCUPATION Regulatory Data Specialist EMPLOYER Rockwell Collins
PHONE NUMBER: HOME 319-653-6291 BUSINESS 319-263-8316
E-MAIL ADDRESS j.w.harvey@hotmail.com

EXPERIENCE AND/OR ACTIVITIES WHICH YOU FEEL QUALIFY YOU FOR THIS POSITION

My 20 years of aviation experience include time as a Regional Airline Captain, Professional Flight Instructor, and employee within the regulatory compliance group of an avionics manufacturer. I have a degree in Aviation Management from Southern Illinois University and a MBA from the University of Iowa. I'm also a member of a flying club based at Washington airport.

WHAT IS YOUR PRESENT KNOWLEDGE OF THIS ADVISORY BOARD

The knowledge I have regarding the Airport Commission and it's activities has come from information in the general media. I'm not involved in any current issues being addressed by this body. I do have knowledge of the issues facing general aviation in general and an understanding of the regulatory environment the Commission must operate within.

WHAT CONTRIBUTIONS DO YOU FEEL YOU CAN MAKE TO THIS ADVISORY BOARD? (OR STATE REASON FOR APPLYING)

I'm applying in response to the recent add in the Washington Evening Journal out of a deep interest in aviation, and a desire to serve the community. My experience will be valuable to the Commission as it oversees the operations and strategic planning for the airport. My fiscal philosophy will also help ensure the public resources are utilized efficiently and responsibly.

Signature

March 4, 2014

Date

RESOLUTION NO. _____

**A RESOLUTION ADOPTING WORK PLAN
FOR CALENDAR YEAR 2015 AND 2016
STRATEGIC PRIORITIES**

WHEREAS, the City Council adopted its strategic priorities for calendar years 2015 and 2016 on December 16, 2014; and

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

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

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

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

PASSED AND APPROVED this 20th day of January, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk



CALENDAR YEARS 2015-2016 STRATEGIC PRIORITIES: WORK PLAN

Calendar Years 2015-2016 Priorities:

1. Complete downtown revitalization project within next 4 years; develop maintenance program for existing downtown streetscape features

Staff Primarily Responsible: City Administrator, Mayor, City Engineer or contract engineer, Engineering Technician, Main Street Washington

Staff Interpretation: Begin planning for expansion of downtown streetscape project, including public process to determine streets to be streetscaped. Review of existing pavement, water main, and sewer main conditions, etc.

Action: The streetscape expansion is currently budgeted for FY2018. It is recommended that by mid-FY16, the City Council identify membership and appoint a citizen steering committee to develop recommendations on proposed improvements. This will be an important first step in a lengthy and complicated process.

2. (tie) Develop communications strategy with public

Staff Primarily Responsible: City Administrator, City Clerk, and City Hall Administrative Assistant

Staff Interpretation: Find ways to better distribute information to the public and to allow for citizens to more easily obtain information about City activities.

Action: Staff intends to prepare a document for City Council review that will cover the various ways we intend to "get the word out" on City projects and initiatives. We expect these plans to include, but not be limited to, improvements to the City website, Mediacom public access channel, strategies for best utilizing the Journal and KCII to get information out, development of a citywide newsletter and our plans for communicating with residents affected by City capital projects.

2. (tie) Hotel/Motel Tax referendum

Staff Primarily Responsible: City Administrator and Washington Chamber of Commerce

Staff Interpretation: Develop a plan for use of hotel/motel tax revenues and work with the Washington Chamber of Commerce to put this item on the ballot for voter review in the near future.

Action: The Chamber has committed significant resources to preparing a communications plan for this initiative, in cooperation with the University of Iowa's Institute for Sustainable Communities. It is staff's recommendation that the Chamber and City work together with other stakeholders in advance of any referendum to determine how monies would be administered and distributed should the referendum be approved.

2. (tie) Remove one-way on Sitler Drive

Staff Primarily Responsible: City Engineer, Engineering Technician, and City Administrator

Staff Interpretation: Complete intersection study with DOT, develop recommendations, and identify necessary funding for road and intersection improvements on Sitler Drive and/or South Iowa Avenue.

Action: The City has requested a DOT intersection study. The study initiation meeting is planned for January 28. In order to ensure the appropriate level of safety, it is believed that site distances will need to be improved for traffic turning onto South Iowa from Sitler, among other recommendations the study is likely to make. City staff has attempted to be proactive in informing and involving neighbors to the project in the intersection study. It will be difficult to gauge the funding needed for any recommended improvements until the study is completed. The City is proactively working with Halcyon House to ensure that the future improvements to Sitler Drive work in harmony with their planned facility improvements.

2. (tie) Implement City Council policies on behavior & expectations

Staff Primarily Responsible: City Administrator

Staff Interpretation: Develop draft Council rules of procedure outlining expectations for conduct of meetings.

Action: City staff has begun gathering examples of rules of procedure from other cities, and plans to prepare a rough draft for City Council review at a workshop meeting sometime after the conclusion of the budget process this year.

2. (tie) LED conversion for traffic signals

Staff Primarily Responsible: Water Superintendent and City Administrator

Staff Interpretation: Catalog traffic lights that have not been converted to LED bulbs and obtain cost estimates for upgrades to save on energy and replacement costs.

Action: City staff has developed a list of 125 bulbs that need to be upgraded, including traffic signals, walk/don't walk signs, and flashing lights. Three quotes were obtained from local electricians to complete the work, and funding included in the FY16 budget. The total cost, installed, of upgrading the lights is expected to be in the \$15,000 to \$20,000 range. City staff also plans to work with Alliant Energy to identify any energy rebates that may be available for this work.

Anticipated Action on On-Going Commitments:

- A. Public Trust:** Initiatives anticipated primarily revolve around transparency in our processes and efforts to see that information on key initiatives is disseminated to the public and efforts are made to solicit broad public input on important questions. A planned citywide newsletter would be helpful in this area, and Illa and Linda at City Hall will be taking the lead in this regard over the next year. Development of an effective communications strategy as discussed above will also be helpful in this regard.
- B. Public Safety:** We have been effective in abating 3 methamphetamine-contaminated properties, and thankfully things have quieted down in this area recently. The Police Department has a significant interest in additional staffing to enhance the amount of time dedicated to drug work, and we will continue to work on this area in the future. New facilities still need to be considered for Police and Fire operations, and considerable work is still ahead.
- C. Budget & Financial Issues:** The General Fund is expected to reach and maintain the goal fund balance of 25% of annual revenues by the end of the current fiscal year. Water and Sewer funds are healthy, and equipped to handle future capital projects under the rate adjustment plan that has been in place for the last couple of years. The Road Use Tax Fund is expected to be stabilized in the FY16 budget on an operating basis, and the Sanitation Fund is proposed to start covering a portion of the wages for leaf vacuum and bag pickup activities. Further work needs to be completed on financing a Capital Equipment Replacement Plan (CERP), although a reasonable amount of equipment has been replaced in the past several years in a financially responsible fashion.
- D. Inflow/Infiltration Reduction:** \$250,000 is budgeted for FY16 for sewer lining and separation, and over \$200,000 was spent on Phase I in the current fiscal year. The City Council will consider a proposal for flow monitoring by V&K at the January 20 meeting. This is expected to be very helpful in pinpointing sources of inflow and infiltration at key points in the system.

- E. \$500,000 Street Program:** The FY16 budget continues this program, with the project for the year being the widening of Sitler Drive between Avenue E and Avenue B.
- F. Continue Economic Development Programs:** With the development of the new Washington Business Park in the area of the wastewater plant, it is expected that many opportunities will be created for expansion of our economic development marketing efforts.
- G. Support Main Street Program:** The City has increased Main Street's annual funding to \$15,000 per year, and this is their request for FY16.
- H. Implement Sidewalk Program:** The City's matching program for sidewalk repairs continues, and we expect a major initiative in this area in FY16 with the extension of a sidewalk to Walmart along East Washington. We have also included sidewalk components in the South 12th/East Tyler paving project and in the proposed Sitler Drive widening project.
- I. Implement rental housing inspections:** The initial deadline for rental registrations will be May 1, 2015, and City staff is actively working to develop a database of landlords. We plan to do a mailing to all landlords by the end of February to inform them of the new regulations and the requirement to register. Staff has travelled to Fort Madison and North Liberty thus far to learn how they handle rental inspections and related processes.
- J. Continue development of new industrial park, including West Buchanan corridor:** Construction of Phase I of the Washington Business Park is expected to begin this spring, and will hopefully be substantially complete by Fall 2015. This will allow for the first phase of paving on West Buchanan. The engineer's estimate for paving the remainder of West Buchanan into town is \$2.5 million. We will need approximately \$750,000 in local match to handle this as a Federal Aid project. It will take several years to have the available TIF revenues to handle the local match, and 5-7 years to have an adequate amount of Federal Aid revenues to finance the bulk of the project.
- K. Assist in develop process for Wellness Park, including infrastructure:** The construction of the North Water Tower, to begin in Spring 2015, will include extending a gravel access road much closer to the site of the Wellness Park, which could be easily paved in the future. The City is now setting aside the farm revenue from the Wellness Park land into Fund 310 (Wellness Park) for future capital expenses, and the Council has indicated its support for City funding for street paving and installation of water and sewer mains to help make the Wellness Park become a reality in the future.
- L. Airport Runway Relocation:** The construction project got underway in 2014, and paving is expected to occur in Spring 2015.

- M. Make a decision regarding Municipal Building facility needs and use:** The Council established a committee to develop an RFP for sale of the Former Library Building. As of this date, several entities have expressed interest, but no formal proposals have been submitted.
- N. Water System Improvements:** The Ground Storage Reservoir project is substantially complete, and the North Water Tower project is planned to begin construction in late Spring 2015. The FY16 budget includes initial design work for the Water Plant improvements.
- O. Maintain/improve existing parks:** The Park Board plans to conduct their own process to develop a plan for parks improvements.
- P. Stay focused on carrying out the goals and planning in the comprehensive plan:** Active efforts continue in housing improvement, such as the implementation of rental inspections. The comp plan is being used very actively to guide visioning of future developments, including the proposed Reserves at Briarwood apartment project. The Planning & Zoning Commission continues to actively work on reviewing the recommendations of the comp plan, following recommendation of the P&Z and adoption of the City Council of the first set of ordinance recommendations in 2014.
- Q. Continue equipment replacement plan:** As stated above, the City has continued to replace equipment in a responsible way, but more work is needed to identify funding and develop a formal plan.

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 65.03 OF THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY THE ADDITION OF YIELD SIGNS AT WEST SIXTH STREET AND NORTH AVENUE C

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

Section 1. **Add Paragraph.** Section 65.03 of the Municipal Code of the City of Washington, Iowa, is hereby amended by adding:

56. West Sixth Street and North Avenue C (eastbound and westbound yield)

Section 2. **Repealer.** All ordinance or parts thereof in conflict with the foregoing provisions are hereby repealed.

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

Passed and approved this _____ day of _____, 2015.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on first reading: December 16, 2014

Approved on second reading: January 6, 2015

Approved on third and final reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2015.

Illa Earnest, City Clerk