



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 **5:30** P.M., TUESDAY, NOVEMBER 17, 2015

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at **5:30 P.M.**, Tuesday, November 17, 2015 to be approved as proposed or amended.

Closed Session per Iowa Code 21.5(c) Negotiations.

Consent:

1. Council Minutes 11-03-2015
2. Gronewold, Bell, Kyhnn & Co., Audit FY15, \$1,750.00
3. Tax Abatement Application – Jeffrey Brock
4. Iowa Renewable Energy, Storm Water Retention Project, \$19,188.10
5. CR/LC Solid Waste Agency, Fall Cleanup, \$2,878.35
6. Fox Engineering, Lexington Blvd Wastewater Pump Station Improvements, \$3,144.50
7. Fox Engineering, Elevated Water Storage Tank, \$1,962.05
8. Fox Engineering, Well #6 Pump Replacement, \$1,051.25
9. Fox Engineering, W. 5th Street Parallel Water Main Project, \$10,469.28
10. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$5,625.00
11. Fox Engineering, Wastewater Treatment Plant, \$1,354.15
12. Bankers Trust, Series 2008 GO Capital Loan Note, Principal & Interest, \$28,335.00
13. Bankers Trust, Series 2009 GO Capital Loan Note, Principal & Interest, \$53,060.00
14. Bankers Trust, Series 2015 GO Capital Loan Note, Principal & Interest, \$22,643.44
15. Department Reports

Consent - Other:

1. Pipeliners Bar & Grill, 331 N. 4th Avenue, Class C Liquor License (LC) (Commercial), Sunday Sales, Outdoor Service Area, (**renewal**)
2. DeLong Construction, Industrial Park Water Main Project, \$90,871.52

Claims and Financial Reports:

Claims as Presented.

Financial Reports.

SPECIAL PRESENTATION

Jingle Bell Run Request.

Main Street Washington SNOW Request.

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

NEW BUSINESS

Discussion and Consideration of YMCA Request – Vision Iowa.

Discussion and Consideration of Snow Emergency Policy.

Discussion and Consideration of Authorizing Construction of a Municipal Tow Lot.

Discussion and Consideration of Affirm Mayoral Appointments to Nuisance Hearing Panel.

Discussion and Consideration of State TIF Report - FY15.

Discussion and Consideration - Setting Public Hearing for FY16 Budget Amendment #1.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Discussion and Consideration of a Resolution Setting Regular Meeting Dates.

Discussion and Consideration of a Resolution Obligating and Appropriating Urban Renewal Tax Revenue Funds for the Repayment of Eligible Debts for Fiscal Year 2017.

Discussion and Consideration of a Resolution Approving Permanent Easement Agreement with Property Owner (Washington Publishing) - Court House Sewer Separation Project.

Discussion and Consideration of Real Estate Purchase Agreement.

Discussion and Consideration of a Resolution Amending Personnel Policies.

DEPARTMENTAL REPORT

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

Sandra Johnson, Mayor
Brendan DeLong
Mark Kendall
Jaron Rosien

Kathryn Salazar
Bob Shepherd
Russ Zieglowsky

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 11-03-2015

The Council of the City of Washington, Iowa, met in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, November 3, 2015. Mayor Johnson in the chair. On roll call present: Kendall, Rosien, Salazar, Shepherd, Zieglosky. Absent: none. Councilor Shellmyer has moved out of Washington and is no longer on the council.

Motion by Kendall, seconded by Salazar, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, November 3, 2015 be approved as proposed. Motion carried.

Consent:

1. Council Minutes 10-20-2015
2. Cahoy Pump Services, Inc., Well #6 Pump, \$11,100.00
3. IMWCA, Work Comp Prem. #5 Install., \$9,316.00
4. Greiner Buildings, Inc., Hangar Door & Installation, \$12,790.00
5. V & K, Engineering Services Sheetz Farm Drainage Calculations, \$2,774.00
6. V & K, Engineering Services, Stewart Elementary School Site Plan Review, \$230.00
7. V & K, Engineering Services, E. 5th Street Mini Storage Site Plan Review, \$230.00
8. V & K, Engineering Services, Halcyon House Revised Site Plan Review, \$575.00
9. V & K, Engineering Services, Country Club Road Widening-Design Services, \$1,100.00
10. V & K, Engineering Services, S. 12th Avenue Reconstruction-General Services, \$1,760.85
11. V & K, Engineering Services, Industrial Park Rise Improvements-Design Services, \$4,692.10
12. V & K, Engineering Services, Sitler Drive Widening-General Services, \$415.65
13. V & K, Engineering Services, Court House Sewer Separation-General Services, \$274.70
14. V & K, Engineering Services, W. 3rd Street Storm Drainage Study, \$980.75
15. Terracon, Elevated Water Storage Project, \$451.50
16. Kevin Olson, Professional Services, \$1,258.88
17. Department Reports

Consent - Other:

Motion by Kendall, seconded by Shepherd, to approve the consent agenda. Motion carried.

Motion by Kendall, seconded by Rosien, to approve payment of claims except those for Hy-Vee. Motion carried.

Motion by Kendall, seconded by Rosien, to approve the claims for Hy-Vee. Motion carried. Zieglosky abstained with conflict.

Motion by Rosien, seconded by Kendall, to approve the Request from Family HealthFest and 5K Diabetes Walk/Run conditional on April Cuddeback notifying the Safety Center of the events. Motion carried.

Leland Belding, an engineer with Veenstra & Kimm, gave an update on the W. 3rd Street Storm Sewer Study. Motion by Rosien, seconded by Kendall to accept the report and move toward budget process for funding.

Code Enforcement Officer Merle Hagie gave council an update on nuisance abatement.

Motion by Rosien, seconded by Kendall, to approve the State Financial Report – FY Ending 06-30-15. Motion carried.

Motion by Rosien, seconded by Salazar, to approve the Employee Health Insurance Renewal. Motion carried.

Gordon Olberding, owner of the property at 1103 S. Iowa Avenue, came before council with concerns regarding work being done on the Halcyon Campus. Since Mr. Olberding has retained an attorney, City Attorney Kevin Olson stated that further discussion on the subject would be between himself and Mr. Olberding's attorney.

Motion by Rosien, seconded by Kendall, to approve the Resolution Approving Permanent Easement Agreements with Property Owners – W. 5th Street Parallel Water Main Project. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shepherd, Zieglowsky. Nays: none. Motion carried. **(Resolution No. 2015-098)**

Motion by Kendall, seconded by Shepherd, to approve the Resolution Adopting and Levying Final Schedule of Assessments and Providing for the Payment Thereof for the S. 12th/E. Tyler 2014 Paving Project. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shepherd, Zieglowsky. Nays: none. Motion carried. **(Resolution No. 2015-099)**

Motion by Kendall, seconded by Salazar, to approve the Resolution Accepting the N. 6th Avenue 2015 Storm Sewer Project as Completed. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shepherd, Zieglowsky. Nays: none. Motion carried. **(Resolution No. 2015-100)**

Motion by Rosien, seconded by Kendall, to approve the Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shepherd, Zieglowsky. Nays: none. Motion carried. **(Resolution No. 2015-101)**

Motion by Kendall, seconded by Rosien, that the Regular Session held at 6:00 P.M., Tuesday, November 3, 2015 be adjourned. Motion carried.

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. 21975
Date 10/31/2015
Client No. 03793*

Progress billing on audit of financial statements
for the year ended June 30, 2015.

\$ 1,750.00

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

APPLICATION FOR TAX ABATEMENT UNDER THE
WASHINGTON URBAN REVITALIZATION PLAN FOR
WASHINGTON, IOWA

____ Prior Approval for Intended Improvements

____ Approval of Improvements Completed

FOR PROPERTY TAX EXEMPTION FOR IMPROVEMENTS UNDER THE PROVISIONS OF THE WASHINGTON
URBAN REVITALIZATION PLAN ADOPTED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA

The Washington Urban Revitalization Plan allows property tax exemptions as follows:

Residential

All qualified real estate assessed as residential property is eligible to receive a one hundred percent (100%) exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the improvements. The exemption is for a period of three (3) years. Improvements must increase the assessed value by a minimum of 10%.

Commercial/Industrial

All qualified real estate assessed as commercial and/or industrial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements. The exemption is for a period of five (5) years. Improvements must increase the assessed value by a minimum of 10%. The amount of the partial exemption is equal to a percent of the actual value added by the improvements, determined as follows:

- 1) First Year – 75% Exemption
- 2) Second year – 60% Exemption
- 3) Third Year – 45% Exemption
- 4) Fourth Year – 30% Exemption
- 5) Fifth Year – 15% Exemption

Commercial includes property that consists of 3 or more separate living quarters with at least 75% of the space used for residential purposes.

In order to be eligible, the property must be located in the Washington Revitalization Area. A map is available for inspection at City Hall.

This application must be filed with the City by February 1 of the assessment year for which the exemption is first claimed, but not later than 2 years after the February 1st following the year that the improvements are first assessed for taxation. Unless the City Council extends the timeframe or repeals the revitalization ordinance, the final date that applications will be accepted by the City is December 31, 2022.

Address of Property: 1229 E 7th ST

Legal Description: E 140FT OF W 526.25FT LOT 3 SW 1/4 NW 1/4 (16-75-07)

Title Holder or Contract Buyer: JEFFREY S BROCK

Address of Owner (if different than above): 1018 N 7th AVE

Phone Number (to be reached during the day): 319-461-1170

Is there a Tenant on the Property that will be displaced by the Improvements who has occupied the same dwelling unit continuously for 1 year prior to _____ [insert date of adoption of the Plan]? Yes ___ No X

Existing Property Use: X Residential ___ Commercial ___ Industrial ___ Vacant

Proposed Property Use: PERSONAL STORAGE

Nature of Improvements: X New Construction ___ Addition ___ General Improvements

Specify: NEW 28x40 GARAGE

Permit Number(s) from the City of _____ Building Department 15-092 & 15-093

Date Permit(s) Issued: 5-14-15

Permit(s) Valuation: 11,000 [Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: 10-1-15

Estimated or Actual Cost of Improvements: 20,000

Signature: Jeff Brock

Name (Printed) JEFF BROCK

Title: _____

Company: _____

Date: 10-23-15

FOR CITY USE

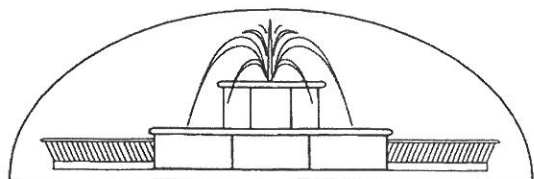
CITY COUNCIL	Application Approved/Disapproved
	Reason (if disapproved) _____
	Date _____ Resolution No. _____
	Attested by the City Clerk _____
ASSESSOR	Present Assessed Value of Structure _____
	Assessed Value with Improvements _____
	Eligible or Noneligible for Tax Abatement _____
	Assessor _____ Date _____

* Example: To receive a full 3 or 5 year exemption on Improvements that were first fully assessed on 1-1-2013, the property owner must file the application with the City no later than 2-1-2015

This Application is a summary of some of the Plan terms; for complete information, read a copy of the WASHINGTON URBAN REVITALIZATION PLAN, available at City Hall or on City of Washington Website www.washingtoniowa.net.

ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION

This Application is to be forwarded by the City to the County Assessor by March 1.



WASHINGTON ZONING PERMIT APPLICATION

*** Do not start any construction prior to receiving a zoning permit***

Applicant's Signature: Jeff Brock
 Permit Amount: \$ 97.63 Permit #: 15-092
 Valuation = \$ 11,000
 Date Issued: 5 1 14 20 15
 Authorized By: [Signature]

GENERAL INFORMATION

Property Owner: Jeff Brock Phone Number (360) 461-1170
 Mailing Address of Property Owner: 1018 N 7th Ave

SITE & CONSTRUCTION INFORMATION

Zoning District _____

Address of site: 1229 E 7th St Use of Property _____

Change in use: yes no if yes, from _____ to _____

Class of work: New Addition Alteration Repair Move Remove

Setbacks: Front yard 55' 10" Side yard (1) 16' 10" (2) _____ Rear yard _____

Height of structure 12' 6" ft. Construction Dimensions 28 x 40 = 0 1120 **SELF**

Describe Work: GARAGE ON EXISTING FOUNDATION (ORIGINAL Bldg TO BE DOWN)

Work will be performed by: Homeowner Contractor (supply information below)

Contractor: _____ Contact Number () _____ - _____

ZONING ADMINISTRATOR

Does the proposed construction and use of it comply with ordinances: yes no

If "no" explain: _____

Date: 5 1 14 20 15

Authorized By: [Signature]

OTHER PERMITS/FORMS REQUIRED (Check ALL that apply)

- Electrical Plumbing Mechanical Excavation Demolition
 Water Tap Sewer Tap Survey Waiver



Electrical Permit Application

Applicant's Signature: _____
 Permit Amount: \$ 50.00 Permit #: 15-093
 Valuation of Project: _____
 Date Permit Issued and paid : 5 / 14 / 15
 Authorized By: *Steve E. Donnelly*
Digitally signed by Steve Donnelly
 DN: cn=Steve Donnelly, o=City of
 Washington, ou=Building Official,
 email=sdonnelly@washingtioniowa.net, c=US
 Date: 2015.05.14 14:33:46 -0500

COPY

GENERAL INFORMATION

Property Owner: Jeff Brock Phone Number: _653_ _2482
 Address of Property Owner: 1018 N. 7th Ave. Washington, IA 52353

SITE AND CONTRACTOR INFORMATION

Address of site: 1229 E. 7th Ave. Use of Property storage
 Contractor: property owner Phone Number: _653_ _2482
 Contractor Address: same as above
 Employee Name(s) and License #: _____

Class of work: New Addition Remodel Repair
 Describe Work: wire new garage

OFFICE USE

Inspection Notes: _____

Electrical Inspections: Dave Bruns (work) 319-653-6584 ext. 133 or (cell) 319-461-6283
 Email - dbruns@washingtioniowa.net

Iowa Renewable Energy

1701 East 7th Street
 Washington, IA 52353
 United States

Voice: 319-653-2890
 Fax: 319-653-3330

INVOICE

Invoice Number: 1015-COWSWR-001
 Invoice Date: Oct 9, 2015
 Page: 1

Duplicate

Bill To:
City of Washington 215 E. Washington St Washington, IA 52353

Ship to:
City of Washington 215 E. Washington St Washington, IA 52353

Customer ID	Customer PO	Payment Terms	
028		Net 10 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		10/19/15

Quantity	Item	Description	Unit Price	Amount
		Economic Development Grant : Storm Water Retention Project final billing due 25%		19,188.10
Subtotal				19,188.10
Sales Tax				
Total Invoice Amount				19,188.10
Payment/Credit Applied				
TOTAL				19,188.10

Check/Credit Memo No:

CR/LC SOLID WASTE AGENCY
 1954 County Home Road
 Marion, IA 52302
 (319) 377-5290

INVOICE

Printed 11/04/15
 DATE PAGE

10/31/15 1

INVOICE NUMBER

27239

AMOUNT DUE	AMOUNT PAID
2878.35	\$

CITY OF WASHINGTON
 BRENT HINSON
 215 WASHINGTON ST
 WASHINGTON IA 52353

ACCOUNT NO.

1180

DETACH AND RETURN TOP PORTION WITH REMITTANCE

DATE	TICKET	VEHICLE	REFERENCE	DESCRIPTION	QUANTITY	AMOUNT
10/06/15	04-00001895		PAGE 1	Enviro. Specialist	12.00	126.00
10/06/15	04-00001895		PAGE 1	Enviro. Spec. OT	32.00	464.00
10/06/15	04-00001895		PAGE 1	Laborer-Straight	48.00	396.00
10/06/15	04-00001895		PAGE 1	HM Mileage	150.00	165.00
10/06/15	04-00001895		PAGE 1	55 Gal Open-Top Drum	4.00	140.00
10/06/15	04-00001895		PAGE 1	55 Gal. Poly Drum	1.00	41.00
10/06/15	04-00001895		PAGE 1	Oil Dry	5.00	48.75
10/06/15	04-00001895		PAGE 1	Fluorescent Tubes	15.00	15.00
10/06/15	04-00001895		PAGE 1	NiCad/NiMH Batteries	8.00	16.40
10/06/15	04-00001895		PAGE 1	Flammable Liquids	118.00	35.40
10/06/15	04-00001896		PAGE 2	Oil Based Paint/Glue	445.00	311.50
10/06/15	04-00001896		PAGE 2	Poisons/Pesticides	300.00	720.00
10/06/15	04-00001896		PAGE 2	Corrosives	81.00	145.80
10/06/15	04-00001896		PAGE 2	Aerosol Disposal	148.00	222.00
10/06/15	04-00001896		PAGE 2	Latex Paint	105.00	31.50
	Net weight	0.00		Invoice total		2878.35



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 38948
 Date 10/31/2015

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

Professional Services for the Period of 09/27/2015 to 10/31/2015

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Design	19,700.00	100.00	19,700.00	19,700.00	0.00
Bidding	1,700.00	100.00	1,700.00	1,700.00	0.00
Total	21,400.00	100.00	21,400.00	21,400.00	0.00

	Billed Amount
Construction Administration	
Professional Fees	1,909.50
Outside Services	1,235.00
Phase subtotal	3,144.50
Invoice total	\$3,144.50

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 38947
 Date 10/31/2015

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

Professional Services for the Period of 09/27/2015 to 10/31/2015

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	26,700.00	100.00	26,700.00	26,700.00	0.00
Final Design	32,500.00	100.00	32,500.00	32,500.00	0.00
Bidding & Negotiation	10,400.00	100.00	10,400.00	10,400.00	0.00
Construction Administration	46,300.00	59.00	25,465.00	27,317.00	1,852.00
Construction Staking	2,700.00	100.00	2,700.00	2,700.00	0.00
Total	118,600.00	83.99	97,765.00	99,617.00	1,852.00

	Billed Amount
Resident Project Representative	
Reimbursables	110.05
Phase subtotal	110.05
Invoice total	\$1,962.05

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 38949
 Date 10/31/2015

Project **342415C Washington Well 6 Pump Replacement**

Professional Services for the Period of 09/27/2015 to 10/31/2015

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Design	6,720.00	0.00	0.00	0.00	0.00
Bidding	2,320.00	0.00	0.00	0.00	0.00
Total	9,040.00	0.00	0.00	0.00	0.00

		Billed Amount
Study & Report		
Professional Fees		1,051.25
	Phase subtotal	1,051.25
	Invoice total	\$1,051.25

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 38950
 Date 10/31/2015

Project **342415A Washington West 5th Street
 Parallel Water Main**

Professional Services for the Period of 09/27/2015 to 10/31/2015

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	7,620.00	100.00	7,620.00	7,620.00	0.00
Final Design	13,250.00	100.00	13,250.00	13,250.00	0.00
Bidding & Negotiation	3,430.00	100.00	1,063.30	3,430.00	2,366.70
Construction Administration	11,980.00	25.00	0.00	2,995.00	2,995.00
Construction Staking	3,300.00	36.00	99.00	1,188.00	1,089.00
Total	39,580.00	71.96	22,032.30	28,483.00	6,450.70

	Billed Amount
Easement Acquisition Coordination	
Professional Fees	536.00
Reimbursables	16.70
Outside Services	
A&R Land Services, Inc.	2,493.30
	662.58
Phase subtotal	3,708.58
Bidding Documents	
Professional Fees	160.00
Outside Services	
QuestCDN.com	150.00
	150.00
Phase subtotal	310.00
Invoice total	\$10,469.28



City of Washington
Project **342415A Washington West 5th Street Parallel Water Main**

Invoice number 38950
Date 10/31/2015

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 38985
 Date 10/31/2015

Project **204515A Washington Sanitary Sewer
 Collection System Evaluation**

Professional Services for the Period of 08/29/2015 to 10/31/2015

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Data Collection & Kickoff Meeting	5,500.00	55.00	0.00	3,025.00	3,025.00
Southeast Drainage Basin Sanitary Sewer Mapping	12,500.00	5.00	0.00	625.00	625.00
Southeast Drainage Basin Sanitary Sewer Modeling	12,000.00	5.00	0.00	600.00	600.00
Southeast Drainage Basin Rehabilitation Report	27,500.00	5.00	0.00	1,375.00	1,375.00
Total	57,500.00	9.78	0.00	5,625.00	5,625.00

Invoice total **\$5,625.00**

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 38923
Date 10/31/2015

Project **204508A Washington Wastewater Treatment Plant**

Professional Services for the Period of 09/27/2015 to 10/31/2015

	<u>Billed Amount</u>
Consultation - IRE Pretreatment Agreement	
Professional Fees	
Reimbursables	1,139.00
Phase subtotal	<u>215.15</u> 1,354.15
Invoice total	<u><u>\$1,354.15</u></u>

Approved by:

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



Date: 10/12/2015

CITY OF WASHINGTON
ATTN: CITY CLERK
215 E WASHINGTON ST
P.O BOX 516
WASHINGTON IA 52353-2024

Re:
CITY OF WASHINGTON
GENERAL OBLIGATION CAPITAL LOAN NOTE
SERIES 2008 CORPORATE PURPOSE
DTD 6/18/08 \$4,355,000

Corporate Trust Department
DIANA VAN VLEET
Account Name: WASH08
Trust Acct No: 0185365582

Debt Service

Registered interest due	12/01/2015	28,085.00
Registered principal due	12/01/2015	0.00
Fees for invoice#	22872	250.00
Less: Funds on Deposit		(0.00)
Total Due:		<hr/> 28,335.00

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE
PRINCIPAL AND INTEREST PAYMENTS ARE MADE TO BONDHOLDERS.

PAYMENT BY CHECK MUST BE RECEIVED 5 DAYS PRIOR TO DUE DATE. PLEASE
RETURN YOUR PAYMENT IN THE ENCLOSED RETURN ENVELOPE OR SEND IT TO:

BANKERS TRUST COMPANY
CORPORATE TRUST DEPARTMENT
453 7TH STREET
DES MOINES, IOWA 50309

PAYMENT BY WIRE MUST BE RECEIVED ON PAYMENT DATE PRIOR TO 11:00 AM CST.

WIRE FUNDS TO:
BANKERS TRUST COMPANY, DES MOINES, IOWA
ABA # 073000642
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 10/12/2015

CITY OF WASHINGTON
ATTN: CITY CLERK
215 E WASHINGTON ST
P.O BOX 516
WASHINGTON IA 52353-2024

Re:
CITY OF WASHINGTON
GENERAL OBLIGATION CAPITAL LOAN NOTE
SERIES 2009 ESSENTIAL CORPORATE PURPOSE
DTD 6/17/09 \$3,500,000

Corporate Trust Department
DIANA VAN VLEET
Account Name: WASH09
Trust Acct No: 0185368453

Debt Service

Registered interest due	12/01/2015	52,810.00
Registered principal due	12/01/2015	0.00
Fees for invoice#	22873	250.00
Less: Funds on Deposit		(0.00)
Total Due:		<hr/> 53,060.00

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE
PRINCIPAL AND INTEREST PAYMENTS ARE MADE TO BONDHOLDERS.

PAYMENT BY CHECK MUST BE RECEIVED 5 DAYS PRIOR TO DUE DATE. PLEASE
RETURN YOUR PAYMENT IN THE ENCLOSED RETURN ENVELOPE OR SEND IT TO:

BANKERS TRUST COMPANY
CORPORATE TRUST DEPARTMENT
453 7TH STREET
DES MOINES, IOWA 50309

PAYMENT BY WIRE MUST BE RECEIVED ON PAYMENT DATE PRIOR TO 11:00 AM CST.

WIRE FUNDS TO:
BANKERS TRUST COMPANY, DES MOINES, IOWA
ABA # 073000642
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 10/12/2015

CITY OF WASHINGTON
ATTN: CITY CLERK
215 E WASHINGTON ST
P.O BOX 516
WASHINGTON IA 52353-2024

Re:
CITY OF WASHINGTON
GENERAL OBLIGATION CAPITAL LOAN NOTES
SERIES 2015, DTD 7/21/15
\$2,335,000

Corporate Trust Department
DIANA VAN VLEET
Account Name: WASHINGTON15
Trust Acct No: 0185406592

Debt Service

Registered interest due	12/01/2015	22,393.44
Registered principal due	12/01/2015	0.00
Fees for invoice#	22874	250.00
Less: Funds on Deposit		(0.00)
Total Due:		<hr/> 22,643.44

FUNDS MUST BE ON DEPOSIT AT BANKERS TRUST COMPANY BEFORE
PRINCIPAL AND INTEREST PAYMENTS ARE MADE TO BONDHOLDERS.

PAYMENT BY CHECK MUST BE RECEIVED 5 DAYS PRIOR TO DUE DATE. PLEASE
RETURN YOUR PAYMENT IN THE ENCLOSED RETURN ENVELOPE OR SEND IT TO:

BANKERS TRUST COMPANY
CORPORATE TRUST DEPARTMENT
453 7TH STREET
DES MOINES, IOWA 50309

PAYMENT BY WIRE MUST BE RECEIVED ON PAYMENT DATE PRIOR TO 11:00 AM CST.

WIRE FUNDS TO:
BANKERS TRUST COMPANY, DES MOINES, IOWA
ABA # 073000642
ATTN: CORPORATE TRUST DEPARTMENT ACCT #801119

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE

Maintenance and Construction Report

10/24/15-11/6/15

STREETS: M/C Personnel continued the leaf vac program, total loads to date 131. Personnel poured 1.5 yards of concrete to replace a section of sidewalk. The street sweeper spent some time cleaning up leaves in the gutter, picking up approx 25 truck loads.

WATER DISTRIBUTION: M/C Personnel had 9 locations to disconnect for nonpayment. Personnel disconnected a water service off the 4 inch CIP water main at 220 East Jefferson St. Personnel exercised 4 gate valves in preparation of shutting the water main off to Lexington Blvd for Dave Schmitt Const to connect the new 8 inch PVC to extend along West 5th St. It was off for approx 1 hour and 45 minutes from 4pm to 5:45pm on Wednesday Nov 4. Since the tie in Schmitt has prepared to bore under West 5th and have dug east towards the new water tower. If the weather cooperates the time expected to complete the project is 3-4 weeks.

SEWER COLLECTION: M/C Personnel continued televising sanitary sewer lines, nearly completed with the entire southeast basin. Hydro Klean came back Tuesday November 3 to continue jetting and cleaning the southeast basin, they have approximately 2 more days of work left, possibly late next week or the following week. Crews constructed a 4 inch sewer service in the Highland Addition. Crews responded to a sewer issue in the 1000 block of West Madison St, where it had been found the property owners responsibility.

STORM SEWER COLLECTION: M/C Personnel N/A

MECHANIC/SHOP: M/C Personnel serviced #601 (overhaul engine exhaust emissions and turbo), #303 (serviced), PD Durango (assist Keltec), FD#3, sweeper (swap main broom), #501 (serviced) and #302 (electrical issue).

OTHER: M/C Personnel (3) finished they're water distribution classes at Kirkwood and are now qualified to take their Grade 1 Water Distribution test. Personnel responded to 69 One Call Locates. Personnel hauled numerous loads of spoil away from the shop from previous excavations (mostly concrete). Personnel attended a SASSO meeting on CPR/First Aid in Washington.

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.

Washington Volunteer Fire Department
October 7, 2015

August Fires

5 City fires	870.00
0 rural fires	.00
Drill	
17 fires and 1 drill	870.00

Sausage and biscuits before the meeting

Operation EDITH before meeting. 696 lights

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Scot Bartholomew made a motion to pay all bills against the department. Seconded by Mark Chenoweth. Motion passed

Committees; Social ; Good meal before meeting

Fire prevention; everything went well at the schools

Hose testing went good a lot of help.

Pancake day in 3 months

Richard Conrad has retired 25 years of service.

Jase Hammen missed 3 meetings. The vote was favorable

Rescue meeting Drill will be Oct. 18 at 8am to noon.

Communication; none

Old Business; County meeting was in Ainsworth Sept. 22.

Drill Sept. 16th Went Well

New Grass truck is going to be from Hieman with chassis coming from Capper.

Kirkwood fire school; Phil Morris took 1st 5

November 10 Pipeline meeting

discussion of calls:

No other business, roll call taken meeting adjourned.

Secretary

Tom Beauchamp

Washington Volunteer Fire Department
November 4, 2015

September Fires

9 City fires	1760.00
1 rural fires	180.00
1 Drill	725.00
10 fires and 1drill	2665.00

Sausage and Frys before the meeting

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Dan Stigers made a motion to pay all bills against the department. Seconded by Bill Duesenberg.

Motion passed

Committees; Social ; Good meal before meeting

Pancake Day is January 13,2016

Xmas party 12-19-15 at 4:30

Communication: John Gent made a \$200.00 donation.

We need application for new members.

Rescue meeting

Old Business; County meeting will be in Brighton Nov. 24.

Nov. 10 Pipeline meeting at the Library 530.

Nov. 15 Training at 10am

Delongs will demo old house the week of Nov. 16

Working on getting 1st responders set up.

Elections next month. Those running: Chief Tom Wide, 1st Asst. Craig Rembold and Randy Tisor,
2nd Asst. Jim Williams, Sec. Tom Beauchamp.

#4 grass rig is fixed.

Aerial going to Breda for repairs Nov. 5&6.

All the other trucks passed test.

Brendan DeLong is now on city council

Tom Wide is working on ISO rating for County .

Everyone needs to get direct deposit.

discussion of calls:

No other business, roll call taken meeting adjourned.

Secretary

Tom Beauchamp

Applicant License Application (LC0032301)

Name of Applicant:	<u>VIP Entertainment, Inc.</u>		
Name of Business (DBA):	<u>Pipeliner's Bar & Grill</u>		
Address of Premises:	<u>331 N 4th</u>		
City	<u>Washington</u>	County:	<u>Washington</u> Zip: <u>52353</u>
Business	<u>(319) 653-4971</u>		
Mailing	<u>331 N 4th Ave</u>		
City	<u>Washington</u>	State	<u>IA</u> Zip: <u>52353</u>

Contact Person

Name	<u>Jason Mellinger</u>		
Phone:	<u>(319) 541-1309</u>	Email	<u>pipliners2014@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 12/04/2015

Expiration Date: 12/03/2016

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>272800</u>	Federal Employer ID	

Ownership

Jason Mellinger

First Name: Jason

Last Name: Mellinger

City: Cedar Rapids

State: Iowa

Zip: 52402

Position: P

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Founders Insurance Company</u>		
Policy Effective Date:	<u>12/04/2015</u>	Policy Expiration	<u>12/04/2016</u>
Bond Effective		Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective Date		Temp Transfer Expiration Date:	

DELONG CONSTRUCTION, INC.
WASHINGTON INDUSTRIAL PARK WATERMAIN
QUANTITIES COMPLETE AS OF 10/31/15

			JTD Qty complete	Previous Qty	Qty this period	JTD Extension
1.1	MOBILIZATION	1	LS	0.1	0.1	\$ 18,500.00
1.2	CONSTRUCTION STAKING	1	LS		0	\$ 6,500.00
1.3	TRAFFIC CONTROL	1	LS		0	\$ 3,540.00
1.4	EROSION CONTROL	1	LS		0	\$ 10,000.00
1.5	STABILIZING MATERIAL	100	CY		0	\$ 47.00
1.6	CLEARING AND GRUBBING	20	UNIT		0	\$ 135.00
1.7	SEEDING	1	LS		0	\$ 12,375.00
1.8	GRANULAR SURFACE	230	TON		0	\$ 20.00
1.9	RIPRAP	93	TON		0	\$ 50.00
1.10	SIGN REMOVAL & REINSTALL	6	EA		0	\$ 375.00
1.11	12" GATE VALVE WITH BOX	5	EA		0	\$ 2,370.00
1.12	HYDRANT ASSEMBLY	5	EA		0	\$ 4,445.00
1.13	WATER SERVICE CONNECTION	2	EA		0	\$ 1,560.00
1.14	12" PVC WATER MAIN AUGERED IN PLACE	3,504	LF		0	\$ 33.00
1.15	12" DIP WATER MAIN OPEN CUT IN PLACE	75	LF		0	\$ 390.00
1.16	12" DIP RJ WATER MAIN	10	LF		0	\$ 70.00
1.17	CONNECTION TO EXITING SYSTEM	1	EA		0	\$ 1,750.00
1.18	18" CMP STORM SEWER PIPE IN PLACE	320	LF		0	\$ 22.00
1.19	40" RCP STORM SEWER PIPE IN PLACE	10	LF		0	\$ 115.00
	STOCKPILED MATERIALS		LS		\$ 91,831.98	\$ 1.00 \$ 91,831.98

(HD Supply invoice #s E117323, E722561, E295722)

VALUE OF COMPLETED WORK:	\$	93,681.98
LESS 3% RETAINAGE:	\$	2,810.46
LESS PREVIOUS PAYMENTS:	\$	-
DUE:	\$	90,871.52

CLAIMS FOR NOVEMBER 17, 2015

POLICE	ALLIANT ENERGY	ALLIANT ENERGY	236.80
	BAYMONT INN	LODGING	94.08
	GALLS LLC	UNIFORM	331.06
	IGRAPHIX, INC	UPS - SHIPPING	12.57
	JOHN DEERE FINANCIAL	SUPPLIES	19.99
	MARCO, INC.	COPIER	88.26
	MEDIACOM	SERVICE PROVIDER	109.95
	QUILL	OFFICE SUPPLIES	45.94
	VERIZON WIRELESS	CELLULAR SERVICE	1190.59
	VISA	MEALS AND LODGING	241.92
	WASH CO AUDITOR	NOVEMBER COMMUNICATIONS	19308.42
	WASHINGTON EVENING JOURNAL	HELP WANT AD-OFFICER	99.53
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	372.83
		22151.94	
FIRE	ALLIANT ENERGY	ALLIANT ENERGY	504.24
	CUSTOM IMPRESSIONS INC	SHIPPING	28.78
	FELD FIRE	FREIGHT FOR 0285787-IN	67.00
	GALLS LLC	REFLECTIVE VESTS	96.80
	GLANDON'S WESTSIDE SERVICE	WIPER BLADES FOR ENGINE #1	63.80
	HEIMAN FIRE INC	PARTS	159.95
	KELTEK	SUPPLIES FOR TRUCK	239.40
	MIDWEST BREATHING AIR SYSTEMS	AIR TESTS	645.94
	MOORE'S BP AMOCO INC	FUEL	78.60
	TOYNE INC	SERVICE ON TRUCKS	2542.63
	VERIZON WIRELESS	CELLULAR SERVICE	101.97
	VISA	SUPPLIES	76.44
		TOTAL:	4605.55
DEVEL SERV	ACE-N-MORE	SUPPLIES	130.23
	BRUNS, DAVID	MILEAGE REIMBURSEMENT	40.25
	HAGIE, MERLE	CLOTHING ALLOWANCE	54.06
	IA DEPT OF TRANSPORTATION	CERTIFICATION CLASSES-KEITH	400.00
	VERIZON WIRELESS	CELLULAR SERVICE	254.55
	VISA	OFFICE SUPPLIES	283.45
		TOTAL:	1162.54
LIBRARY	AAA MECHANICAL CONTRACTORS INC	HVAC MAINTENANCE CONTRACT	2088.02
	ALLIANT ENERGY	ALLIANT ENERGY	1419.44
	BAKER & TAYLOR	BOOKS	1483.69
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	48.14
	GALE/CENGAGE LEARNING	WESTERNS	36.34
	MEDIACOM	PHONES AND INTERNET SERVIC	306.10
	PROQUEST LLC	GENEALOGY DATABASES	2179.00
	RECORDED BOOKS LLC	AUDIO CD'S	58.50
	VISA	POSTAGE, SUPPLIES	564.78
	WEST MUSIC	PIANO TUNING	110.00
	WINDSTREAM IOWA COMMUNICATIONS	ELEVATOR LINE	53.75
	TOTAL:	8347.76	
PARKS	ACE-N-MORE	SUPPLIES	152.10
	ALLIANT ENERGY	ALLIANT ENERGY	1513.38
	JET PHYSICAL THERAPY	PRE-EMPLOYMENT PHYSICAL	100.00
	JOHN DEERE FINANCIAL	SUPPLIES	73.69
	VERIZON WIRELESS	CELLULAR SERVICE	27.96

	WASHINGTON RENTAL	OIL MIX	9.40
	WIDMER, TIM	CLOTHING ALLOWANCE	98.44
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	105.28
		TOTAL:	2080.25
CEMETERY	ACE-N-MORE	SUPPLIES	355.63
	ALLIANT ENERGY	ALLIANT ENERGY	89.38
	ATCO INTERNATIONAL	OVERHEAD DOOR GREASE	120.95
	FORINASH TOOL	SHOP TOOLS	565.00
	UNITED LABORATORIES	CLEANING CHEMICAL	374.40
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	127.29
		TOTAL:	1632.65
FINANCIAL ADMIN	ACE-N-MORE	CITY HALL BULBS	139.86
	AHLERS & COONEY, P.C.	LABOR & EMPLOYMENT SEMINAR	50.00
	ALLIANT ENERGY	ALLIANT ENERGY	930.90
	CARSON PLUMBING INC.	HEAT CHECK-OLD LIBRARY	42.95
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	130.75
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	128.05
	FAREWAY STORES	OFFICE SUPPLIES	51.25
	GOOGLE INC	SERVICE	212.50
	HEDGE ABOVE	CHEMICAL LAWN APPLICATION	122.88
	MEDIACOM	SERVICE PROVIDER	109.95
	ROTARY CLUB OF WASHINGTON	DUES AND MEALS	124.80
	STOREY KENWORTHY/MATT PARROTT	TAX FORMS	239.93
	UNIVERSITY OF IOWA	'15 IA MUNI POLICY LEADERS	30.00
	VERIZON WIRELESS	CELLULAR SERVICE	134.16
	VISA	MEALS AND LODGING	10.55
	WASH COUNTY MINIBUS	LOST- NOVEMBER	16517.70
	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	807.68
	WINDSTREAM	SERVICE	142.11
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	1103.68
		TOTAL:	21029.70
AIRPORT	ACE-N-MORE	SUPPLIES	8.99
	ALLIANT ENERGY	ALLIANT ENERGY	146.80
	ALLIANT ENERGY	ALLIANT ENERGY	339.33
	BLUEGLOBES LLC	LIGHT SUPPLIES	147.90
	CARSON PLUMBING INC.	WATER REPAIR	186.38
	L.J. ROTH RECONSTRUCTION INC.	AIR HOOKUP	280.10
	VERIZON WIRELESS	CELLULAR SERVICE	27.96
	VISA	PETROLEUM AGREEMENT	995.00
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	173.52
		TOTAL:	2305.98
ROAD USE	DALHAZE DEVELOPMENT	SIDEWALK REPAIR/REPLACE PR	78.80
	MOORE'S BP AMOCO INC	FUEL	57.04
	O'REILLY AUTOMOTIVE INC	PARTS	111.55
	TAYLOR RENTALS, LLC	SIDEWALK REPAIR/REPLACEMEN	1970.00
		TOTAL:	2217.39
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	9621.37
	TRAFFIC & TRANSPORATION	FLASHERS	160.42
		TOTAL:	9781.79
HOUSING REHAB	WASH TITLE & GUARANTY CO	ABSTRACT	665.00
		TOTAL:	665.00

CAPITAL EQUIP-POLICE	KELTEK	VEHICLE SUPPLIES	3547.97
		TOTAL:	3547.97
CAPITAL EQUIP-ENGIN	ACE-N-MORE	MUD FLAPS FOR NEW DODGE	17.99
		TOTAL:	17.99
WATER CAP PROJ	JANDEN, LTD.	EASEMENT FOR W 5TH WATER MAIN	3040.00
	MARY J REDLINGER ESTATE	EASEMENT FOR W 5TH WATER MAIN	700.00
	VITTETOE, JANIS	EASEMENT FOR W 5TH WATER MAIN	6950.00
		TOTAL:	10690.00
CAP PROJECTS	STATE HYGIENIC LAB	TESTING	270.00
		TOTAL:	270.00
TREE COMMITTEE	MILLER, CAROL	REIMB FOR BOOK	23.33
		TOTAL:	23.33
LIBRARY GIFT	VISA	POSTAGE, SUPPLIES	119.64
		TOTAL:	119.64
WATER PLANT	ACE-N-MORE	SUPPLIES	31.77
	ALLIANT ENERGY	ALLIANT ENERGY	7210.55
	ALTORFER	EQUIPMENT SERVICE	1239.00
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	32.20
	TOTAL FILTRATION SYSTEM	FILTERS	799.27
	VERIZON WIRELESS	CELLULAR SERVICE	51.96
	VISA	PARKING FEES	11.25
	WATER SOLUTIONS UNLIMITED	CHEMICALS	1926.25
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	52.55
		TOTAL:	11354.80
WATER DISTR	ACE-N-MORE	SUPPLIES	18.91
	ALLIANT ENERGY	ALLIANT ENERGY	35.19
	VERIZON WIRELESS	CELLULAR SERVICE	128.91
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	90.54
		TOTAL:	273.55
SEWER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	8834.22
	ATCO INTERNATIONAL	SAFETY GLOVES	115.46
	EVANS WELDING LLC	VALVE BODY REPAIR	92.01
	JOHN DEERE FINANCIAL	SUPPLIES	123.33
	O'REILLY AUTOMOTIVE INC	PARTS	139.90
	TUSING, DELEN	BOOT REIMBURSEMENT	100.00
	UNITED LABORATORIES	DEGREASER FOR LIFT STATION	563.40
	VERIZON WIRELESS	CELLULAR SERVICE	114.89
	VISA	SUPPLIES & EQUIP	217.55
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	305.88
		TOTAL:	10606.64
SEWER COLL	ACE-N-MORE	SUPPLIES	139.98
	ALLIANT ENERGY	ALLIANT ENERGY	604.67
	DEB WAGLER	WAGLER REIMBURSEMENT-SEWER	802.50
	DONNOLLY, STEVE	REIMBURSEMENT FOR SUPPLIES	53.99
	JOHN DEERE FINANCIAL	SUPPLIES	46.98
	VERIZON WIRELESS	CELLULAR SERVICE	145.32
	VISA	RAKES	195.50
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	90.55
		TOTAL:	3079.49

ANIMAL CONTROL	JOHN DEERE FINANCIAL	DOG POUND SUPPLIES	117.95
		TOTAL:	117.95
SANITATION	RECYCLING SERVICES AGENCY	NOVEMBER RECYCLING	1395.83
		TOTAL:	1395.83
		GRAND TOTAL:	116477.74

**CITY OF WASHINGTON, IA
VISA Card Charges - 2015**

CLAIMS REPORT 11/17/2015

POLICE STONE CREEK-DES MOINES				241.92	SEWER PLANT WALMART		217.55
ADMIN JETHROS BBQ-JOHNSTON IA				10.55	SEWER COLL AMAZON MARKETPLACE		195.50
AIRPORT QT PETROLEUM				995.00	WATER PLANT RPS CEDAR RAPIDS 5 SEASON		11.25
ENGINEERING BEST WESTERN CLEAR LAKE QUILL				176.96 106.49 283.45			
FIRE WALMART				76.44			
LIBRARY AMERICAN LIBRARY ASSOC AIRPORT HOLIDAY INN AMAZON VIDEO ON DEMAND WALMART PAYPAL USPS ENDICIA				74.00 221.76 2.99 16.08 40.00 200.00 9.95 564.78			
LIBRARY GIFT SHORTRUN POSTERS.COM HOBBY LOBBY				83.31 36.33 119.64			
Total							
TOTAL							

CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
OCTOBER 31, 2015

FUND	10/1/2015	M-T-D	REVENUES NOT	M-T-D	EXPENSES NOT	10/31/2015
	BEGINNING					REVENUES
	CASH BALANCE					BALANCE
001-GENERAL FUND	546,970.40	1,106,617.76	-	256,462.41	-	1,397,125.75
002-AIRPORT FUND	147,200.62	15,829.67	-	44,156.67	-	118,873.62
010-CHAMBER REIMBURSEMENT	446.78	4,840.84	-	4,538.94	-	748.68
011-MAIN STREET REIMBURSEMENT	185.55	3,832.77	-	3,596.06	-	422.26
012-WEDG REIMBURSEMENT	(196.34)	6,491.09	-	6,130.11	-	164.64
110-ROAD USE	689,018.52	92,888.31	-	56,171.60	-	725,735.23
112-EMPLOYEE BENEFITS	-	243,629.56	-	243,629.56	-	-
114-EMERGENCY LEVY	-	20,716.05	-	20,716.05	-	-
121-LOCAL OPTION SALES TAX	-	132,141.62	-	132,141.62	-	-
125-URBAN RENEWAL AREA #1	951.04	7,250.10	-	-	-	8,201.14
129-URBAN RENEWAL AREA #3C	-	24,740.67	-	24,740.67	-	-
131-URBAN RENEWAL AREA #4	-	17,865.52	-	17,865.52	-	-
132-URBAN RENEWAL AREA #5	-	15,446.90	-	15,446.90	-	-
133-URBAN RENEWAL AREA #6	-	22,408.14	-	22,408.14	-	-
134-URBAN RENEWAL AREA #7	-	779.26	-	-	-	779.26
145-HOUSING REHABILITATION	52,822.80	-	-	(50.00)	-	52,872.80
146-LMI TIF SET-ASIDE	31,478.48	6,432.57	-	-	-	37,911.05
200-DEBT SERVICE	65,584.54	324,074.20	-	-	-	389,658.74
300-CAPITAL EQUIPMENT	373,319.50	-	-	26,981.23	-	346,338.27
301-CAPITAL PROJECTS FUND	1,612,249.42	45,526.19	-	516,658.00	-	1,141,117.61
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	256,120.34	-	-	-	-	256,120.34
308-INDUSTRIAL DEVELOPMENT	1,180,250.66	8,700.58	-	611.80	-	1,188,339.44
309-MUNICIPAL BUILDING	208,354.12	-	-	-	-	208,354.12
310-WELLNESS PARK	13,997.80	-	-	-	-	13,997.80
510-MUNICIPAL BAND	998.70	-	-	-	-	998.70
520-DOG PARK	6,238.07	-	-	-	-	6,238.07
530-TREE COMMITTEE	10,395.56	-	-	199.00	-	10,196.56
540-POLICE FORFEITURE	152.50	-	-	-	-	152.50
545-SAFETY FUND	1,000.00	-	-	-	-	1,000.00
550-PARK GIFT	147,769.55	0.20	-	-	-	147,769.75
570-LIBRARY GIFT	35,853.20	334.55	-	136.27	-	36,051.48
580-CEMETERY GIFT	50,095.00	-	-	-	-	50,095.00
590-CABLE COMMISSION	16,301.43	-	-	2,579.80	-	13,721.63
600-WATER UTILITY	1,065,737.29	144,121.68	-	100,353.10	14.69	1,109,520.56
601-WATER DEPOSIT FUND	19,205.00	900.00	-	150.00	-	19,955.00
603-WATER CAPITAL PROJECTS	-	120,280.17	-	120,280.17	-	-
610-SANITARY SEWER	1,156,901.94	171,355.56	-	95,913.20	-	1,232,344.30
613-SEWER CAPITAL PROJECTS	499,142.91	-	-	8,232.00	-	490,910.91
670-SANITATION	109,903.98	29,893.03	-	44,239.29	-	95,557.72
910-LIBRARY TRUST	218,523.82	15.02	-	-	-	218,538.84
950-SELF INSURANCE	141,265.08	23,388.44	-	815.40	-	163,838.12
951-UNEMPLOYMENT SELF INS	1,130.59	7,847.81	-	8,978.40	-	-
TOTAL BALANCE	8,659,368.85	2,598,348.26	-	1,774,081.91	(14.69)	9,483,649.89

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	3,028,606.75 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	256,821.71	0.01%
Investment in IPAIT	1,987,480.03	0.01%
Wash St Bank - Library Acct	167,595.44	0.01%
Wash St - Farm Mgmt Acct	42,795.96	
Wash St Bank - CD - 1/9/14 - renewed	500,000.00	0.65%
Wash St Bank - CD - 3/14/2014 - renewed	500,000.00	0.70%
Wash St Bank - CD - 6/20/2014 - renewed	500,000.00	0.60%
Wash St Bank - CD - 8/8/2014 - renewed	500,000.00	0.60%
Wash St Bank - CD - 12/10/2014	500,000.00	0.65%
Wash St Bank - CD - 02/13/2015	500,000.00	0.70%
Wash St Bank - CD 04/22/2015	500,000.00	0.70%
CBI Bank & Trust - CD - 10/8/2015	500,000.00	0.62%
TOTAL CASH IN BANK	9,483,649.89	

(1) Washington State Bank	3,074,034.92
Outstanding Deposits & Checks	(45,428.17)
	<u>3,028,606.75</u>

CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
OCTOBER 31, 2015

FUND	7/1/2015		REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	10/31/2015 ENDING CASH BALANCE
	BEGINNING CASH BALANCE	Y-T-D REVENUES				
001-GENERAL FUND	1,043,129.25	1,605,267.42	-	1,251,497.72	226.80	1,397,125.75
002-AIRPORT FUND	126,020.17	259,659.49	-	266,806.04	-	118,873.62
010-CHAMBER REIMBURSEMENT	1,308.81	19,363.36	-	19,923.49	-	748.68
011-MAIN STREET REIMBURSEMENT	807.50	15,331.08	-	15,716.32	-	422.26
012-WEDG REIMBURSEMENT	30.43	32,455.45	-	32,321.24	-	164.64
110-ROAD USE	674,883.61	368,429.79	-	317,628.57	50.40	725,735.23
112-EMPLOYEE BENEFITS	-	293,123.52	-	293,123.52	-	-
114-EMERGENCY LEVY	-	25,112.59	-	25,112.59	-	-
121-LOCAL OPTION SALES TAX	-	324,171.64	-	324,171.64	-	-
125-URBAN RENEWAL AREA #1	-	8,201.14	-	-	-	8,201.14
129-URBAN RENEWAL AREA #3C	-	32,286.81	-	32,286.81	-	-
131-URBAN RENEWAL AREA #4	-	19,665.94	-	19,665.94	-	-
132-URBAN RENEWAL AREA #5	-	15,446.90	-	15,446.90	-	-
133-URBAN RENEWAL AREA #6	-	22,408.14	-	22,408.14	-	-
134-URBAN RENEWAL AREA #7	1,443.27	779.26	-	1,443.27	-	779.26
145-HOUSING REHABILITATION	16,949.00	35,873.80	-	(50.00)	-	52,872.80
146-LMI TIF SET-ASIDE	29,516.48	8,394.57	-	-	-	37,911.05
200-DEBT SERVICE	963.41	404,035.72	-	15,340.39	-	389,658.74
300-CAPITAL EQUIPMENT	326,899.51	125,000.00	-	105,561.24	-	346,338.27
301-CAPITAL PROJECTS FUND	417,200.59	2,610,510.40	-	1,886,593.38	-	1,141,117.61
305-RIVERBOAT FOUND CAP PROJ	145,522.04	110,598.30	-	-	-	256,120.34
308-INDUSTRIAL DEVELOPMENT	1,185,034.03	8,704.92	-	5,399.51	-	1,188,339.44
309-MUNICIPAL BUILDING	208,354.12	-	-	-	-	208,354.12
310-WELLNESS PARK	15,097.80	-	-	1,100.00	-	13,997.80
510-MUNICIPAL BAND	25.00	973.70	-	-	-	998.70
520-DOG PARK	6,340.53	447.00	-	549.46	-	6,238.07
530-TREE COMMITTEE	6,017.28	5,000.00	-	820.72	-	10,196.56
540-POLICE FORFEITURE	152.50	-	-	-	-	152.50
545-SAFETY FUND	-	1,000.00	-	-	-	1,000.00
550-PARK GIFT	154,235.66	32,722.82	-	39,188.73	-	147,769.75
570-LIBRARY GIFT	32,797.26	4,001.50	-	747.28	-	36,051.48
580-CEMETERY GIFT	50,150.00	-	-	55.00	-	50,095.00
590-CABLE COMMISSION	16,301.43	-	-	2,579.80	-	13,721.63
600-WATER UTILITY	924,440.95	590,361.02	-	405,359.10	77.69	1,109,520.56
601-WATER DEPOSIT FUND	20,560.00	6,600.00	-	7,205.00	-	19,955.00
603-WATER CAPITAL PROJECTS	-	646,980.81	-	646,980.81	-	-
610-SANITARY SEWER	1,130,732.28	691,427.88	-	589,895.66	79.80	1,232,344.30
613-SEWER CAPITAL PROJECTS	334,319.96	220,707.99	-	64,117.04	-	490,910.91
670-SANITATION	118,398.26	113,509.24	-	136,349.78	-	95,557.72
910-LIBRARY TRUST	218,478.03	60.81	-	-	-	218,538.84
950-SELF INSURANCE	143,232.94	28,139.86	-	7,534.68	-	163,838.12
951-UNEMPLOYMENT SELF INS	1,457.93	11,246.72	-	12,704.65	-	-
TOTAL BALANCE	7,350,800.03	8,697,999.59	-	6,565,584.42	(434.69)	9,483,649.89

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	3,028,606.75 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	256,821.71	0.01%
Investment in IPAIT	1,987,480.03	0.01%
Wash St Bank - Library Acct	167,595.44	0.01%
Wash St - Farm Mgmt Acct	42,795.96	
Wash St Bank - CD - 1/9/14 - renewed	500,000.00	0.65%
Wash St Bank - CD - 3/14/2014 - renewed	500,000.00	0.70%
Wash St Bank - CD - 6/20/2014 - renewed	500,000.00	0.60%
Wash St Bank - CD - 8/8/2014 - renewed	500,000.00	0.60%
Wash St Bank - CD - 12/10/2014	500,000.00	0.65%
Wash St Bank - CD - 02/13/2015	500,000.00	0.70%
Wash St Bank - CD 04/22/2015	500,000.00	0.70%
CBI Bank & Trust - CD - 10/8/2015	500,000.00	0.62%
TOTAL CASH IN BANK	9,483,649.89	

(1) Washington State Bank	3,074,034.92
Outstanding Deposits & Checks	(45,428.17)
	<u>3,028,606.75</u>



Jingle Bell 5K Fun Run

Washington, Iowa

Saturday, November 28, 2015 9 a.m.

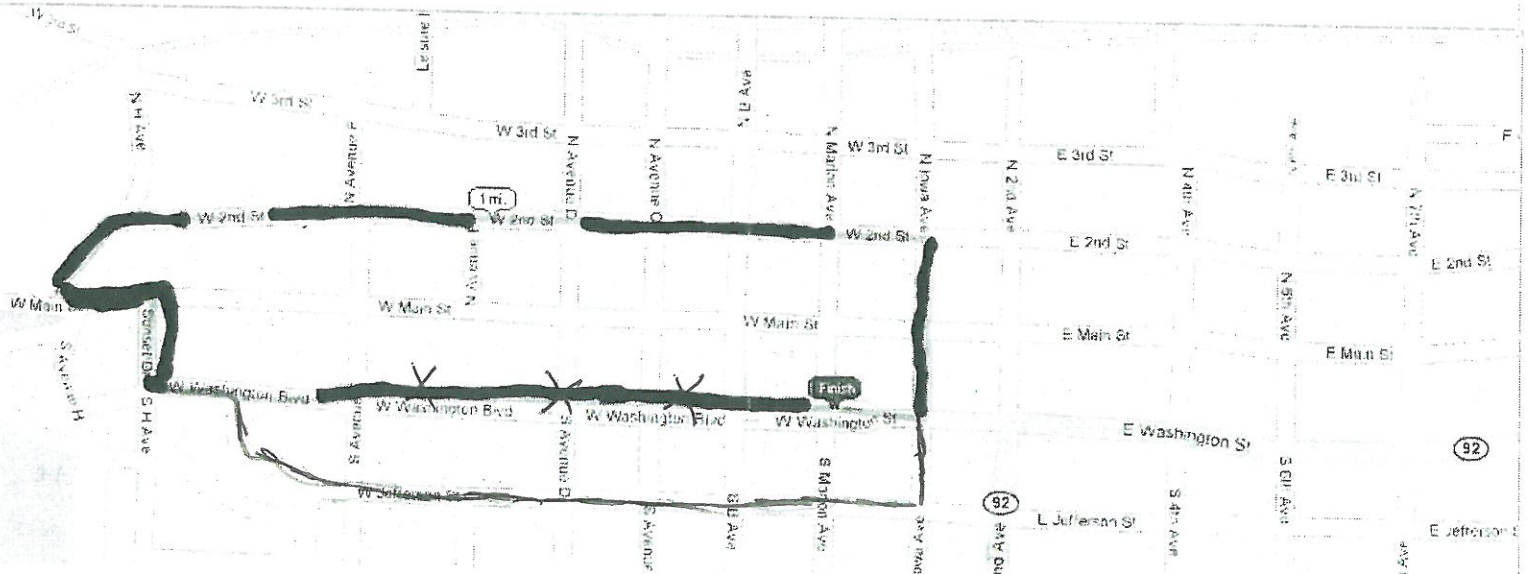
* 5K Run or Walk on the Square & through Sunset Park*

1 Mile Fun Run or Walk in Central Park

[View Route](#)

Name: Jingle Bell Run 3
Rating: unrated
Distance: 1.53 miles / 2.46 km
Location: Start: Park
 - Washington, IA, US
Attributes: loop, mostly flat, roads
Description:

starts AT Bandstand going west on west Blvd!





205 West Main Street ▪ Washington, IA 52353 ▪ (319) 653-3918 ▪ Fax (888) 833-3529

November 17, 2015

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

Dear Council Members,

Main Street Washington is excited to host the 8th Annual SNOW (Showcasing Nights of Washington), a series of activities to showcase our downtown's Christmas spirit! These events will celebrate the holiday season all while showcasing Washington's unique retail businesses, beautiful lighted historic architecture, and community spirit.

Introduced during the 2008 Holiday Season, the Annual SNOW was developed to encourage customers to shop locally and to create awareness of what downtown Washington has to offer. This series of events includes activities that have become tradition in Washington including the Twilight Shop & Stroll, Lighting Ceremony, Lighted Holiday Parade, Santa's Headquarters, and Breakfast with Santa. The planning committee continues to enhance activities and build partnerships to increase the number of opportunities for patrons to shop local as well as partake in the holiday spirit.

We are asking for your help to make this year's SNOW a success. Main Street Washington requests to:

- Block parking around the square on Friday, November 28th from 5 pm – 7 pm for a safe and fun parade. We also ask to block parking on Washington Boulevard from S Avenue B to S Avenue F for parade line-up.
 - For the safety of the parade watchers as well as the participating floats we request barricades to block off all traffic to the square for a few minutes immediately preceding and a few minutes after the end of the parade due to safety concerns from last year.
- Hang our festive flower baskets, banners, and snowflakes from the street lamps around the square and down the 100 block of east Washington Street, through the months of November and December.
- Utilize the Children's Library at the Old Library located at 120 E Main Street to host Santa's House. Main Street volunteers will decorate the entrance and the Children's area in early November and host Santa's House throughout the months of November and December.
- Reserve parking at the north entrance of Central Park from 3:30 pm – 7:00 pm on Friday, November 27th. During the festivities MSW provides free horse drawn hayrack rides and need space along the North side of the park to offer this activity.

Main Street Washington is excited to present you with these ideas to continue to enhance and rejuvenate activity in our downtown district. We thank you for your continued support and consideration in our ongoing efforts to revitalize Downtown Washington.

Sincerely,

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

Sarah Sadrakula
Executive Director, Main Street Washington

The mission of Main Street Washington is to create a culturally diverse, economically vibrant downtown district. This will be accomplished through strong partnerships, historic preservation, and coordinated events by empowering and educating businesses, volunteers, and the community

Nov. 28, 2014

WASHINGTON STREET

WASHINGTON STREET

Parade Line up all the way back and through the Park

IOWA AVENUE

BIG RED

Bandstand

Parking Lot

RR

Hayrack Rides

MAIN STREET

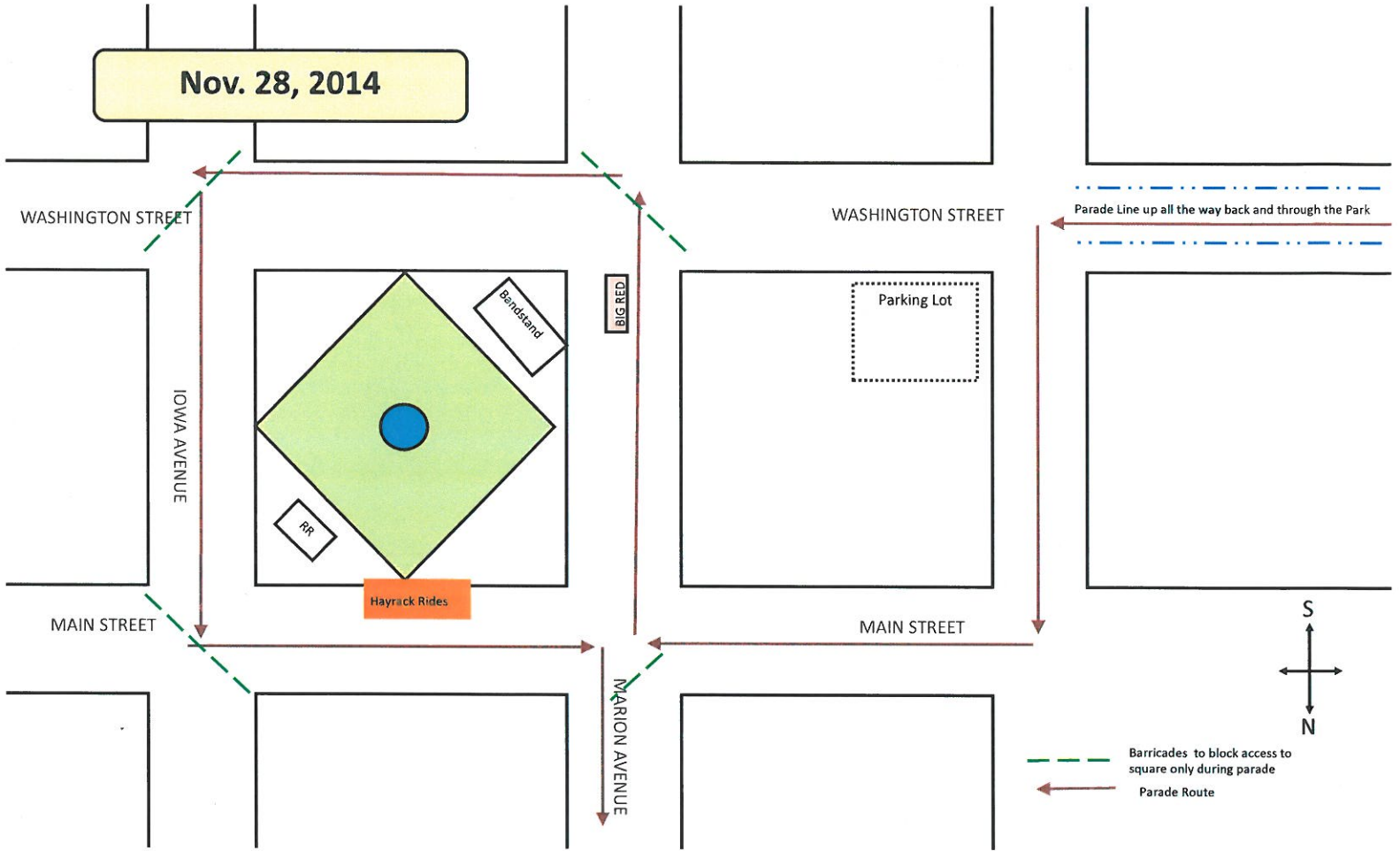
MAIN STREET

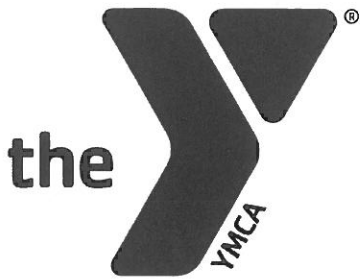
MARION AVENUE

S
N

Barricades to block access to square only during parade

Parade Route





**FOR YOUTH DEVELOPMENT[®]
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

DATE: November 13, 2015
TO: Washington City Council
FROM: Becky Harkema, CEO
RE: Donation request

The YMCA of Washington County is progressing nicely with its capital campaign to build a new YMCA in Washington, Iowa. One of our steps in the fundraising process is to make a request to Vision Iowa. One of the requirements for Vision Iowa is to get financial support from the county and city. I have made a request to the Washington Board of Supervisors and will know their answer on Tuesday, November 17.

I now would like to make a request to the City of Washington. Would you consider donating the 4.8 acres of property where the new building will be located? This total gift would be \$50,000.

We will be asking Vision Iowa for \$1,500,000. Without the support of the city and county this request cannot happen.

Thank you for your consideration.

YMCA of WASHINGTON COUNTY IOWA

121 E Main Street Washington, Iowa 52353

Phone: 319-653-2141 Fax: 319-653-2142 www.washingtony.org

*Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney*



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

Memorandum

November 13, 2015

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

From: Brent Hinson
City Administrator

Re: Snow Emergency Policy

The City Council previously had a workshop discussion on possible adjustments to the snow emergency policy. Among the conclusions at the meeting were to investigate alternate-side parking for snow emergencies only, look at guidelines for declaring snow emergencies including public notification options, provide an off-street downtown option and investigate increasing the snow ticket fine.

In follow up to these requests, I have met with representatives from the Marion Avenue Baptist Church to secure an agreement to use the former Perdock garage lot for off-street parking, with the City agreeing to plow the lot for the winter in exchange. I have reached a verbal agreement with the church to this effect, and Kevin is preparing a written agreement. I checked with other cities on snow ticket fines, and most are at \$25 or \$35, versus our \$5.

After conducting some research and having further discussions with staff on changing parking policy for snow emergencies, I am very concerned that we are potentially risking creating a much worse situation by confusing the public. I could not find any cities that have similar policy to what was discussed at the workshop. The only remotely similar concepts were cities that don't allow overnight parking on any streets during the winter (usually listed in code as November 15 to March 31), or have alternate-side parking for the entire winter. I don't think the Council would have any interest in going in either of those directions. I think creating a special policy for parking during typically infrequent snow emergencies will confuse the public, create major headaches for staff members trying to implement the policy, and generally increase the number of complaints being received on

the policy. There are certain policy areas where it pays to be “black and white”, and I think this is one of them.

For your information, I have provided a list of the locations of vehicles towed during the largest snow emergency last winter. It actually was less than I thought. It seems like the major problem specific to last winter, other than that we had more severe snow storms than most years, was that we were somewhat more aggressive with towing than in previous years. While I think this also allowed us to do a better, more efficient job on snow removal, I think we could reduce how quickly we are towing, especially for side streets.

Vehicles Towed During Snow Emergency 2015

Date	Location Towed From	Location Towed To	Officer
1/7	300 W 3 rd St	WWTP	102
1/7	1600 N Iowa Ave	Greiner's	104
1/7	400 E Jefferson St	WWTP	102
1/7	600 E Jefferson St	WWTP	102
1/7	1400 N 8 th Ave	WWTP	104
1/7	N Ave D & W 6 th St	WWTP	104
1/7	500 N Iowa Ave	WWTP	104
1/7	300 W 2 nd St	WWTP	104
1/8	411 W Jefferson St	WWTP	102
1/8	411 W Jefferson St	WWTP	102
1/8	920 N 5 th Ave	WWTP	104
1/8	402 E Main St	WWTP	102
1/8	1120 E Main St	WWTP	102
1/8	1100 E 2 nd St	WWTP	104
1/8	300 N Iowa Ave	WWTP	104
1/8	300 N Iowa Ave	WWTP	104
1/9	E 15 th St & N 12 th Ave	WWTP	111

*Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney*



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

Memorandum

November 13, 2015

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

From: Brent Hinson
City Administrator

Re: Municipal Tow Lot

Attached is information previously presented to the City Council on the proposed municipal tow lot at the old wastewater treatment plant, which was included in the FY16 budget. We have also provided a policy for use of this tow lot, as directed by Council back in June. Merle and Greg met with George Moore about this written policy, and received his agreement with the proposal.

We are asking the Council to agree to move forward on planning and construction of the tow lot. We still have several things to nail down to move things from concept to construction, but need your approval to move forward.

Municipal Impound Storage Lot Policy

Vehicles will be moved to the impound storage lot for the following reasons.

1. Snow emergency
2. Medium term storage for law enforcement
3. Nuisance abatement

Municipal Impound Storage lot Procedures

1. Snow emergency as per city code 69.13
2. Storage as per police SOP
3. Nuisance Abatement as per steps 1, 2, 3, and a municipal infraction with or without towing.
 - Step 1 door hanger 7 days to comply
 - Step 2 informal letter 10 days to comply
 - Step 3 certified letter 14 days to comply
 - Step 4 municipal infraction with or without towing, if towed fill out Towed Motor Vehicle report to Comm Center.

Towed vehicle billing policy

Tow operator bills city for towing vehicle to impound lot.

City assesses cost of towing plus administrative cost to owner of towed vehicle.

Recovery of towed vehicle

Upon payment of all costs against vehicle city will issue receipt date stamped and initialed by issuer of receipt.

Owner or representative of owner will present receipt to city official for release of vehicle at storage lot.

Vehicle will only be released during normal city hall business hours.

*Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney*



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

Memorandum

June 19, 2015

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

From: Brent Hinson
City Administrator

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

Re: Municipal Tow Lot

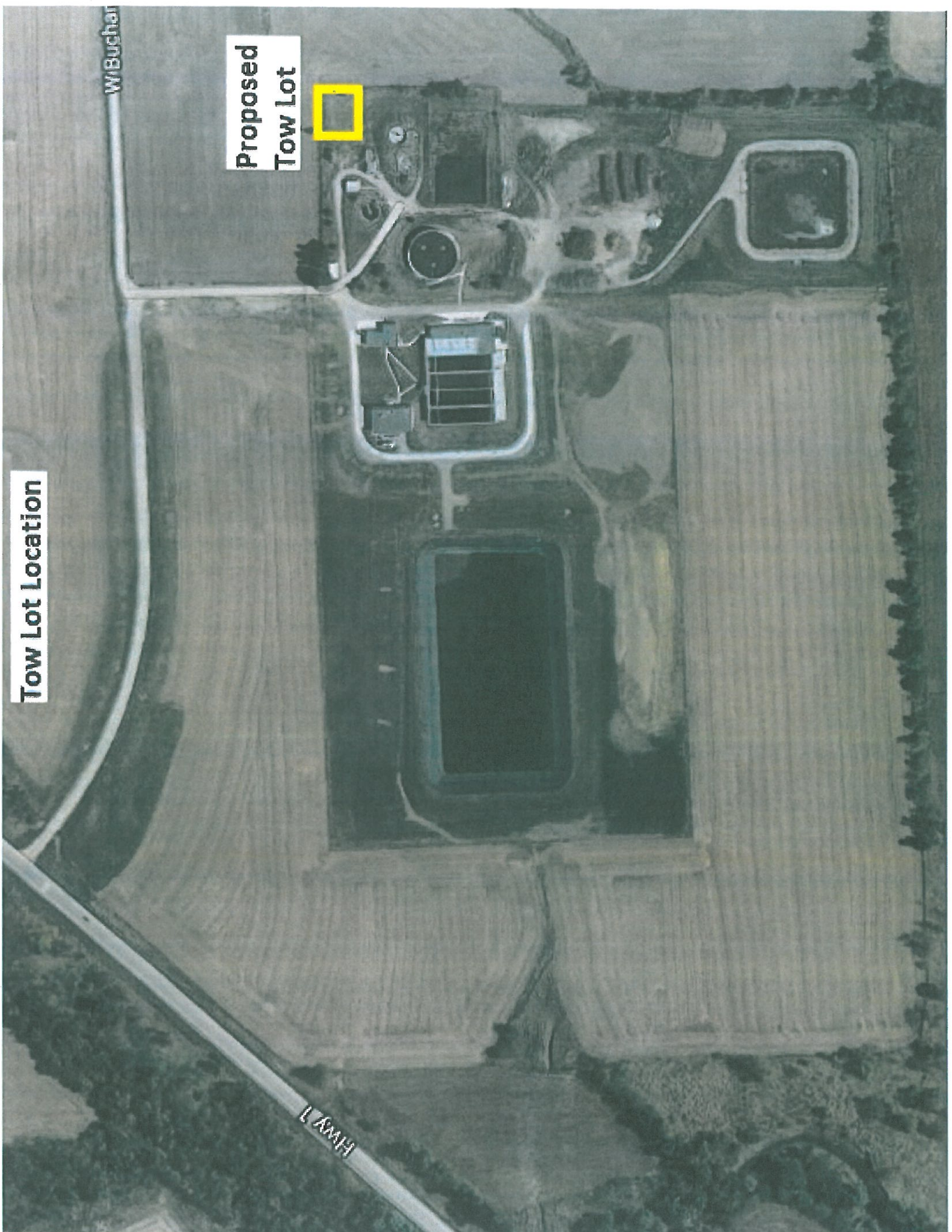
In this year's budget process, we discussed construction of a City-owned tow lot at the old WWTP site. The Council had some misgivings over this concept, but it was agreed that we would include the requested amount in the budget and discuss the details at a later point in time. I believe now is as good of time as any to initiate further discussion.

The tow lot is designed to address a variety of current issues, both in nuisance enforcement and policing. We believe for a small one-time investment of \$15,000, we can put up fencing in the far corner of the old WWTP and have a secure and usable graveled lot for storage of up to 20 vehicles. There are numerous junk vehicles around town that need to be towed, but we have been somewhat reticent to enforce the ordinance aggressively because of the high costs this can impose on the City. For example, if we have a vehicle towed and the owner does not take action to recover it, the City may be stuck with storage fees for 30 or more days while the case is processed. In those types of cases, the City is unlikely to recover much at all from disposing of the vehicle after the completion of the process. If we had our own lot, we could properly enforce the ordinance without having to worry about storage fees.

Additionally, the Police often have vehicles that need to be stored for evidence purposes. For example, the vehicle that hit our Tahoe a number of months ago is still in our possession, in a much less than secure location, and if we had paid to have it stored, we'd be in the thousands of dollars by now, with little chance of recouping these costs. Another important use would be with the snow emergency we just did. People tend to get very upset when they have their vehicle towed for this reason, and not having a storage fee is very helpful.

We believe if handled correctly, we can continue to work hand-in-hand with commercial towing companies in the area, and they will not have significant issues with us having our own lot. If anything, we will be giving them significantly more towing business in the future once the new lot is in place. This will allow us to properly enforce existing ordinances, and we feel it makes a great deal of sense, given the low cost versus the significant benefits offered.

We have invited George Moore to attend the meeting to give his perspective, and I believe he will be present.



W Buchan

Proposed
Tow Lot

Tow Lot Location

L Armit

Proposed Tow Lot: Closeup

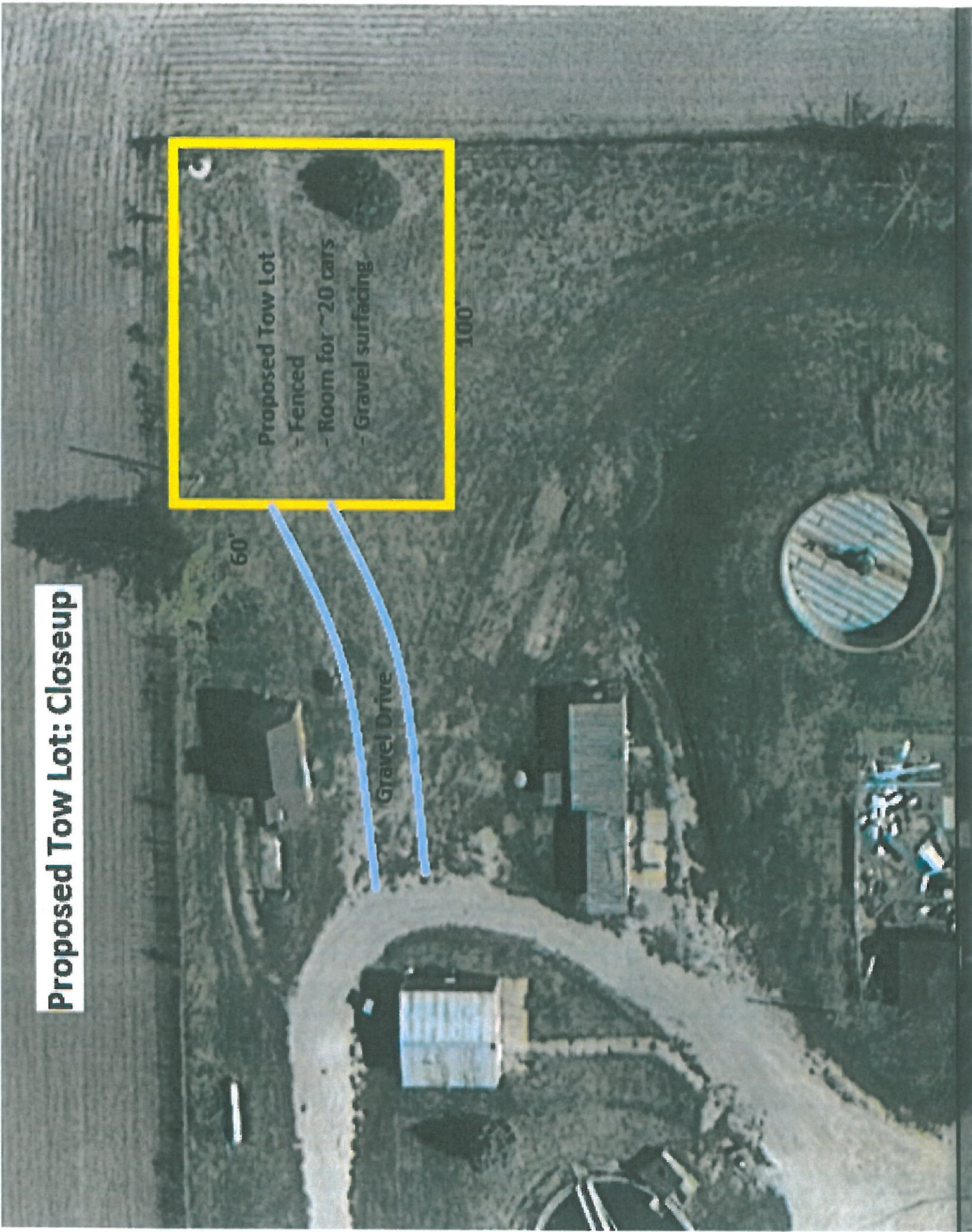
G

- Proposed Tow Lot
- Fenced
- Room for ~20 cars
- Gravel surfacing

60'

Gravel Drive

100'



Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Levy Authority Summary

Local Government Name: WASHINGTON
 Local Government Number: 92G887

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
WASHINGTON HIGHLAND PARK EAST URBAN RENEWAL	92011	1
WASHINGTON #3C URBAN RENEWAL	92014	1
WASHINGTON #7 URBAN RENEWAL	92018	1
WASHINGTON UNIFIED COMMERCIAL URBAN RENEWAL	92019	4

TIF Debt Outstanding: Line
1 569,222

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014: 0 2 0 **Amount of 07-01-2014 Cash Balance Restricted for LMI**

TIF Revenue: 215,209 3
 TIF Sp. Revenue Fund Interest: 0 4
 Property Tax Replacement Claims 0 5
 Asset Sales & Loan Repayments: 0 6
Total Revenue: **215,209** 7

Rebate Expenditures: 1,075 8
 Non-Rebate Expenditures: 212,690 9
 Returned to County Treasurer: 0 10
Total Expenditures: **213,765** 11

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015: 1,444 12 0 **Amount of 06-30-2015 Cash Balance Restricted for LMI**

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 13 **354,013**

City of Washington
 FY2014-2015 State TIF Report
 Summary of TIF Debts by Area

TIF District	TIF Debt as of 07/01/2014	Source of Debt	Starting FB	TIF In	TIF Taxes & Misc. RV FY2014-2015	Debt Payments	Ending FB	New Debt Added FY2014-2015	TIF Debt as of 06/30/2015
#1- NE Industrial Park	\$20,194.93	Infrastructure installation	\$0.00	\$0.00	\$19,883.52	\$19,883.52	\$0.00	\$32,359.50	\$32,670.91
#3C- Timber Ridge II	\$81,801.99	Revenue bond/Infrastructure	\$0.00	\$0.00	\$68,632.97	\$68,632.97	\$0.00	\$34,631.60	\$47,800.62
#4- MAHP Subdivision	\$89,882.07	Infrastructure installation	\$0.00	\$0.00	\$44,147.54	\$44,147.54	\$0.00	\$0.00	\$45,734.53
#5- Engineered Building Design	\$217,119.40	Project Incentives	\$0.00	\$0.00	\$35,553.92	\$35,553.92	\$0.00	\$0.00	\$181,565.48
#6- Biodiesel	\$45,000.00	Infrastructure installation	\$0.00	\$0.00	\$44,470.98	\$44,470.98	\$0.00	\$44,871.91	\$45,400.93
#7- DOWNTOWN									
- Wash Preservation LLC	\$2,518.68	Bldg Improvements- Rebate	\$0.00	\$0.00	\$2,518.68	\$1,075.41	\$1,443.27	\$0.00	\$0.00
w/New Debt	\$456,517.07								
	\$111,863.01		\$0.00	\$0.00	\$213,764.34	\$213,764.34	\$1,443.27	\$111,863.01	\$353,172.47
	\$568,380.08		Line 2	Line 6	Line 3	Line 9	Line 12	Included in Line 1	Line 13
	Line 1								

- Line numbers in bold refer to the FY2015 State TIF Report, "Levy Authority Summary" Page

**NOTICE OF PUBLIC HEARING
AMENDMENT OF CURRENT CITY BUDGET**

The City Council of Washington in WASHINGTON County, Iowa
will meet at 120 E. Main Street (Former Library)
at 6:00 pm on 12/1/2015
(hour) (Date)

, for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2016
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	3,223,650		3,223,650
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	3,223,650	0	3,223,650
Delinquent Property Taxes	4	0		0
TIF Revenues	5	219,617		219,617
Other City Taxes	6	794,225		794,225
Licenses & Permits	7	126,825		126,825
Use of Money and Property	8	178,947		178,947
Intergovernmental	9	1,663,784	1,237,207	2,900,991
Charges for Services	10	4,764,457		4,764,457
Special Assessments	11	20,000		20,000
Miscellaneous	12	20,008		20,008
Other Financing Sources	13	625,000	129,800	754,800
Transfers In	14	5,482,397	1,440,077	6,922,474
Total Revenues and Other Sources	15	17,118,910	2,807,084	19,925,994
Expenditures & Other Financing Uses				
Public Safety	16	1,795,488		1,795,488
Public Works	17	1,433,540		1,433,540
Health and Social Services	18	0		0
Culture and Recreation	19	841,583		841,583
Community and Economic Development	20	28,889		28,889
General Government	21	857,281		857,281
Debt Service	22	1,201,692		1,201,692
Capital Projects	23	1,085,446	3,860,081	4,945,527
Total Government Activities Expenditures	24	7,243,919	3,860,081	11,104,000
Business Type / Enterprises	25	5,590,277		5,590,277
Total Gov Activities & Business Expenditures	26	12,834,196	3,860,081	16,694,277
Transfers Out	27	5,482,397	1,440,077	6,922,474
Total Expenditures/Transfers Out	28	18,316,593	5,300,158	23,616,751
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-1,197,683	-2,493,074	-3,690,757
Beginning Fund Balance July 1	30	6,078,119	1,272,681	7,350,800
Ending Fund Balance June 30	31	4,880,436	-1,220,393	3,660,043

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Capital Projects Carryover from FY15

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Illa Earnest

City Clerk/ Finance Officer Name

Previously Approved Projects/Purchases
Capital Projects

301 - Airport Apron Extension	405,972.00
301 - S. Iowa Overlay	1,576.66
301 - Airport Runway Project	700,000.00
301 - Business Park Project	2,035,126.00
301- S. 12th/E. Tyler Recon	31,204.22
610- Highland Ave Storm Sewer Phase 3	97,038.50
301- Oakwood Village/Country Club Road	80,000.00
301 - M/C Material Storage Building	2,227.30
301 - Historic Preservation Window Workshop	10,348.00
301 - West Side Residential Survey	24,850.00
603 - Ground Storage Project	171,738.23
603 - Well #6 Repairs	140,000.00
613 - Lexington Lift Station	160,000.00

Total \$3,860,080.91

Offsetting RV RV Source

365,374.80	Federal Grant
-	N/A
700,000.00	Federal Grant, Riverboat, 2013 GO
1,895,123.00	Indust. Develop, DOT Grant, Riverboat
-	N/A
-	N/A
80,000.00	TIF
-	N/A
10,348.00	Grant/Reimbursement
19,875.00	Grant/City Fund
171,738.23	Capital Projects
140,000.00	Water Revenues
-	N/A

\$3,382,459.03

Other Notes

- \$365,375.80 in FAA Grant (90% funded); \$40,597.20 local match
- Carry over from 2012 - DOT testing
- 2,250,000 in FAA Grant (90% funded); 170,000 transfer from Riverboat; 80,000 GO bond funds
- Carry Over Project, \$1,188,339 Ind. Develop Transfer, 581,784 DOT Grant, 125,000 Riverboat Grant
- Carry over Project from FY15
- Carry over Project from FY15
- Carry over Project from FY15, Offset by TIF Revenues
- Carry over Project from FY15
- \$5,548 Grant, \$4,800 Main Street Reimbursement
- Grant Funded \$19,875 City Funded \$4,975
- 171,738.23 Capital Projects Transfer in/ Carry over from FY14
- Carry over Project from FY15

Transfers (Included Above)

From	Out Amount	To	In Amount	Purpose
GOB	80,000.00	Capital Proj	80,000.00	Airport Runway Project
Industrial Develop	1,188,339.00	Capital Proj	1,188,339.00	Business Park
Water Fund	171,738.23	Water Capital Proj	171,738.23	Ground Storage Res
	1,440,077.23		1,440,077.23	

RESOLUTION NO. _____

**A RESOLUTION SETTING A NEW REGULAR
COUNCIL MEETING DATE OR TIME**

WHEREAS, the City Council has set the 1st and 3rd Tuesdays of each month at 6 PM as regular meeting dates under the provisions of Section 17.04(1) of the Washington Municipal Code of Ordinances; and

WHEREAS, a Council member has expressed interest in changing the meeting to a different time, which must be done by resolution under the provisions of Chapter 17 of the Code:

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

Section 1. The regular Council meeting date is hereby set as 1st and 3rd
_____ of each month at 6 PM.

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

PASSED AND APPROVED this 17th day of November, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

RESOLUTION NO. _____

**A RESOLUTION OBLIGATING AND APPROPRIATING
URBAN RENEWAL TAX REVENUE FUNDS FOR THE
REPAYMENT OF ELIGIBLE DEBTS FOR FISCAL YEAR 2017**

WHEREAS, the City Council, pursuant to and in strict compliance with all laws applicable to the city, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted urban renewal plans for its urban renewal areas, as listed below; and

WHEREAS, the Council has adopted ordinances providing for the division of taxes levied on taxable property and established a special fund for the deposit of such monies pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, the City has scheduled Annual Payments on an annual appropriation basis for certain debts per lawfully adopted development agreements as referenced below, and it is now necessary for the City Council to authorize said funds for appropriation; and

WHEREAS, the Council wishes to certify all other eligible debts for payment in Fiscal Year 2015:

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

Section 1. The City Council hereby authorizes certification for Fiscal Year 2017 to the Washington County Auditor for the repayment of the following TIF debts:

<u>Area</u>	<u>Amount</u>
Unified Commercial <ul style="list-style-type: none">• NE Industrial Park• Engineered Building Design• Biodiesel	<ul style="list-style-type: none">• \$45,000 (total debt \$82,521.99)• \$40,000 (total debt \$148,379.11)• \$64,707 (total debt \$64,706.74)
Downtown Commercial <ul style="list-style-type: none">• Washington Preservation, LLC• Insurance on the Avenue, Inc.• Marshall's Properties, LLC	<ul style="list-style-type: none">• 75% of incremental revenues collected (estimated at \$1,871)• 100% of incremental revenues collected (estimated at \$823)• 100% of incremental revenues collected (estimated at \$8,321)
Unified South Central Residential <ul style="list-style-type: none">• Oakwood Village	<ul style="list-style-type: none">• Collect maximum amount allowable by law per development agreement (total debt \$436,932.65)

Section 2. The City Council hereby obligates 75% of incremental revenues collected from Washington Preservation, LLC development agreement for appropriation from the Downtown Commercial Urban Renewal Tax Revenue Fund to make the Annual Payments in the fiscal year beginning July 1, 2016.

Section 3. The City Council hereby obligates 100% of incremental revenues collected from Insurance on the Avenue, Inc. development agreement for appropriation from the Downtown Commercial Urban Renewal Tax Revenue Fund to make the Annual Payments in the fiscal year beginning July 1, 2016.

Section 4. The City Council hereby obligates 100% of incremental revenues collected from Marshall's Properties, LLC development agreement for appropriation from the Downtown Commercial Urban Renewal Tax Revenue Fund to make the Annual Payments in the fiscal year beginning July 1, 2016.

Section 5. The City's certification of the amount obligated for appropriation in Sections 2, 3 and 4 above, on the City's December 1, 2015 certification of debt payable from the appropriate fund is hereby authorized and such amount shall be reflected in the City's budget for the next succeeding fiscal year.

Section 6. The City Council hereby authorizes the closeout of the Timber Ridge II TIF increment, as pursuant to Ordinance 801, all outstanding debts are paid off as of June 30, 2016 and that the ordinance, by its terms ends.

Section 7. The City Council hereby authorizes the closeout of the Highland Park East/MAHP Subdivision TIF increment, as pursuant to Ordinance 999, all outstanding debts are paid off as of June 30, 2016 and that the ordinance, by its terms ends.

Section 8. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 17th day of November, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

RESOLUTION NO. _____

RESOLUTION APPROVING PERMANENT EASEMENT
AGREEMENT WITH A PROPERTY OWNER
FOR THE COURTHOUSE SEWER SEPARATION PROJECT

WHEREAS, the City of Washington proposes to construct, reconstruct and maintain utilities upon and under a portion of the attached described real property owned by the Grantor; and

WHEREAS, it is necessary to obtain easements for the said construction; and

WHEREAS, the Grantor has agreed to give the City of Washington, Iowa perpetual and continual easements for the purpose of constructing, reconstructing, and maintaining said utilities upon a portion of the real property of the Grantor, for considerations duly paid and acknowledged, as described in the attached Easement Agreement;

A) Washington Publishing Company

NOW, THEREFORE, BE IT RESOLVED that the aforementioned Easement Agreement attached hereto be and the same is hereby approved, and the City Clerk is directed to record said Easement Agreement in the office of the County Recorder.

PASSED AND APPROVED this 17th day of November, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

Prepared by: Kevin D. Olson, Washington City Attorney, 1512 7th Street, Coralville, IA 52241, (319) 248-1700.
Return to: Washington City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353.

PERMANENT SANITARY SEWER AND STORM SEWER EASEMENT AGREEMENT

THIS PERMANENT SANITARY SEWER AND STORM SEWER EASEMENT AGREEMENT (the "Agreement"), made and entered into by and between **Washington Publishing Company**, an Iowa corporation, hereinafter referred to as "GRANTOR," and the **City of Washington, Iowa**, a municipal corporation, hereinafter referred to as "CITY."

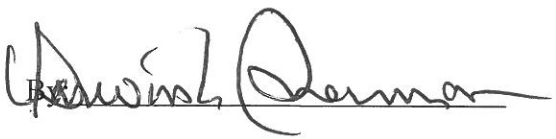
FOR THE PARTIES' JOINT AND MUTUAL CONSIDERATION IT IS HEREBY AGREED AS FOLLOWS:

1. THAT UNDERSIGNED GRANTOR states that GRANTOR is the lawful possessors of certain real estate described as: ***Lot E, Block 7, of Washington Original Town, City of Washington, Washington County, Iowa***, and generally referred as 111 N. Marion Avenue, Washington, Iowa (the "Property"). The undersigned hereby certifies that the undersigned is authorized to execute this Agreement on behalf of the corporation.
2. That GRANTOR hereby grants and conveys to the CITY an exclusive permanent easement for the purposes of constructing, operating, maintaining, repairing, and using a sanitary sewer main and storm sewer main, and its required appurtenances, for the conveyance and disposal of sewage and storm water (the "Installation"), said Installation being legally described and depicted hereto on Exhibit "A" attached hereto and made a part of this Agreement by this reference (the "Easement Area").
3. That the GRANTOR reserves the right to use the above-described real estate for purposes which shall not interfere with the CITY's full enjoyment of the rights granted in this easement; provided, however, that the GRANTOR shall not erect or construct any building or other structure, or drill or operate any well, or construct any reservoir or other obstructions within the easement, nor shall GRANTOR allow or cause any substantial fill or cut over said easement without the consent of the CITY.
4. That CITY agrees to promptly repair any damages within the areas subject to the easement, with the intent being to restore the surface of said areas to as close to original condition as is reasonably practicable.

5. That CITY shall indemnify GRANTOR against any loss or damage which may occur in the exercise of the easement rights by the CITY for the use of the Installation by the CITY, and the construction, repair, maintenance and/or reconstruction in the Easement Area.
6. That CITY will be responsible for any necessary abstracting (if any) and recording and legal fees involving the preparation and recording of the perpetual easement granted herein, and, additionally, the CITY will replace any property pins displaced as a result of construction of the Installation in the Easement Area.
7. That provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land. This Agreement shall be recorded at the time of its execution with the understanding that CITY has complete and absolute sole ownership, use and control of the Installation to be located in the perpetual easement area.
8. That this written Permanent Sanitary Sewer and Storm Sewer Easement Agreement constitutes the entire agreement between GRANTOR and CITY and there is no agreement to do or not to do any act or deed except as specifically provided herein.

Dated this _____ day of _____, 2015.

GRANTOR:
Washington Publishing Company



Darwin K. Sherman, President

CITY OF WASHINGTON:

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

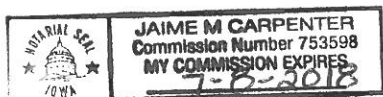
On this _____ day of _____, 2015, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Sandra Johnson and Illa Earnest, to me

personally known, who, being by me duly sworn, did say that they are the Mayor Pro-tem and City Clerk, respectively, of the City of Washington, Iowa; a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as passed by Resolution of the City Council; and Sandra Johnson and Illa Earnest acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

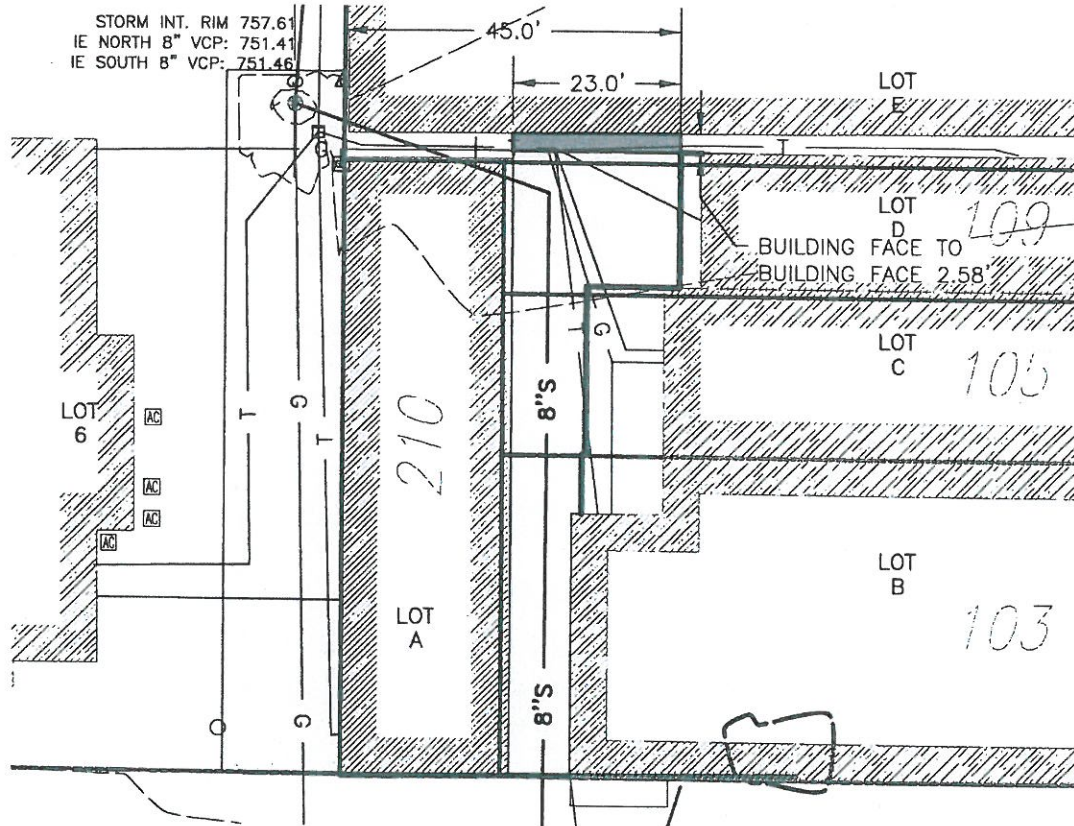
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged on this 3 day of November, 2015,
by Darwin K. Sherman as President of Washington Publishing Company.



Jaime M. Carpenter
Notary Public

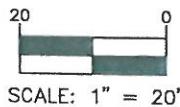


EASEMENT DESCRIPTION:

PART OF LOT E BLOCK 7 OF WASHINGTON ORIGINAL TOWN, CITY OF WASHINGTON, WASHINGTON COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 23.00 FEET OF THE WEST 45.00 FEET OF THE SOUTH 2.58 FEET OF LOT D. FROM THE SOUTH FACE OF THE BUILDING ON LOT E TO NORTH FACE OF THE BUILDING ON LOT D.

SAID PARCEL SUBJECT TO UTILITY AND RIGHT OF WAY EASEMENTS OF RECORD. SAID DESCRIPTION CONTAINS 59 S.F. (0.001 ACRES).



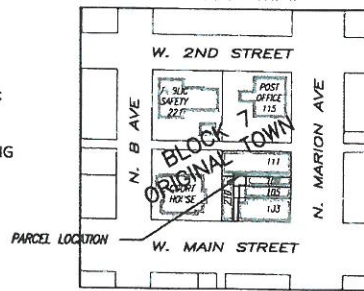
LEGEND

- ▲ SECTION CORNER FOUND (AS NOTED)
- ▲ SECTION CORNER SET (5/8" IRON PIN W/ YELLOW CAP #17913)
- FOUND MONUMENT (AS NOTED)
- SET MONUMENT (5/8" IRON PIN W/ YELLOW CAP #17913)

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

Craig W. Beedle 9/16/2015
 CRAIG W. BEEDLE, L.S. #17913 DATE
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2015
 PAGES COVERED BY SEAL 1

VICINITY MAP



ORIGINAL TOWN WASHINGTON, IOWA



EASEMENT SURVEY PARCEL 111 FOR THE CITY OF WASHINGTON WASHINGTON, IOWA

NOTES:	SCALE	DWG. NO.
	1"=20'	
	DRAWN CWB	
	CHECKED AHG	
	APPROVED CWB	1
	DATE 06/04/15	
	A.C.	
	DATE	PROJECT 24846

RESOLUTION NO. _____

**A RESOLUTION APPROVING OFFER TO
BUY REAL ESTATE AND ACCEPTANCE**

WHEREAS, the residence at 420 West 6th Street has come to the attention of code enforcement staff due to its deteriorated condition, and is deemed to be beyond the point where rehabilitation is economical or advisable; and

WHEREAS, the City Council envisioned the acquisition and demolition of such residences for purposes of neighborhood stabilization and development of new infill housing in Resolution 2013-064, adopted on August 7, 2013; and

WHEREAS, the City Administrator has conducted such negotiations to acquire the property for demolition of the residence and resale of the lot, and reached an accepted offer with the property owner:

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

Section 1. The City Council hereby approves the attached Offer to Buy Real Estate and Acceptance for 420 West 6th Street for Robert K. Smith.

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

PASSED AND APPROVED this 17th day of November, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

OFFER TO BUY REAL ESTATE AND ACCEPTANCE

TO: Robert K. Smith, a single person (hereinafter the "Owner")

The undersigned Buyers, City of Washington, Iowa (hereinafter "City"), hereby offer to buy and Owner, by their acceptance, agree to sell all of Owner's property located 420 W. 6th Street in Washington, said tract of real property situated in Washington County, Iowa, subject to easements and restrictions of record (the "Property"), also known as:

Lot 3 in Block 3, M.M. Young's 2nd Addition, Washington, Iowa

The exact legal description of the Property shall be obtained from the abstract of title.

- Purchase Price/Time for Acceptance.** City shall pay to Owner the sum of \$4,335.00 for the Property, and the method of payment shall be \$1,000.00 down with this offer and the balance of the Purchase Price to be paid at the closing. This offer shall be come null and void if not accepted and delivered to City no later than 5:00 p.m. on Thursday, November 12, 2015.
- Real Estate Taxes.** Owner shall pay all real estate taxes that are due and a pro-rata share of all of the real estate taxes that have accrued as of the date of closing.
- Risk of Loss and Insurance.** Owner shall bear the risk of loss or damage to the Property prior to closing and possession. Owner agrees to maintain existing insurance and City may purchase additional insurance. In the event of substantial damage or destruction prior to closing, Buyer may have the option to complete the closing and receive insurance proceeds regardless of extent of damages. The Property shall be deemed damaged or destroyed if it cannot be restored to its present condition on or before the closing date.
- Possession and Closing.** If City timely performs all of its obligations, possession of the Property shall be delivered to City on or before January 1, 2016, and any adjustments for rent, insurance, interest and all charges attributable to Owner's possession shall be made as of the date of possession. Closing shall occur after the approval of title by City pursuant to Paragraph 6 below. Owner shall permit the City to inspect the property prior to closing to assure that the Property is in the condition required by this Agreement. If possession is given on a day other than the closing, the parties shall make a separate agreement with adjustments as of the date of possession. This transaction shall be considered closed upon delivery of the title transfer documents to City and receipt of all funds then due at closing from the City under this Agreement.
- Condition of Property.** The Property as of the date of this Agreement will be preserved by Owner in its present condition until closing. Owner makes no warranties, express or implied, as to the condition of the Property.
- Abstract and Title.** City shall, at City's expense, arrange for production of a new abstract of title to the Property, continued through the date of acceptance of this Agreement. It shall show marketable title in Owner in conformity with this Agreement, Iowa law and title

standards of the Iowa Bar Association. Owner shall make every reasonable effort to promptly perfect title. If closing is delayed due to Owner's inability to provide marketable title, this Agreement shall continue in full force and effect until either party rescinds the Agreement after giving ten days written notice to the other party. The abstract shall become property of the City when the Purchase Price is paid in full. Owner shall pay the costs of additional abstracting and title work due to any act or omission of Owner, including transfers by or the death of Owner or assignees. The abstract shall be obtained from an abstracter qualified by the Guaranty Division of the Iowa Housing Finance Authority.

7. **Environmental Matters.** Owner warrants to the best of their knowledge and belief that there are no abandoned wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks located on the Property, the Property does not contain levels of radon gas, asbestos or urea-formaldehyde foam insulation which require remediation under current governmental standards, and Owner has done nothing to contaminate the Property with hazardous wastes or materials. Owner warrants that the Property is not subject to any local, state or federal judicial or administrative action, investigation or order, as the case may be, regarding wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks. Owner shall also provide the City with a properly executed Groundwater Hazard Statement showing no wells, solid waste disposal sites, hazardous wastes and underground storage tanks on the Property. In the event that there exists any hazardous materials or substances, solid waste disposal sites or underground storage tanks on the Property, the City has the right to cancel this Agreement. If there exists any abandoned wells, the City may require Owner to cap the well in accordance with all applicable laws and regulations.

8. **Deed.** Upon payment of the Purchase Price, Owner shall convey the Property to the City by Warranty Deed, free and clear of all liens, restrictions, and encumbrances except as provided in this Agreement. General warranties of the title shall extend to the time of delivery of the deed excepting liens and encumbrances permitted by the City. City shall prepare the deed, groundwater hazard statement and declaration of value for signature by Owner at the closing.

9. **Use of Purchase Price.** At time of settlement, funds of the Purchase Price may be used to pay taxes and other liens, payoff the current real estate contract and to acquire outstanding interests, if any, of others. Owner shall pay the real estate transfer tax associated with this transaction and the City shall pay the costs of recording the documents.

10. **Approval of Court.** If the Property is an asset of an estate, trust or conservatorship, this Agreement is contingent upon Court approval unless Court approval is not required under Iowa law and title standards of the Iowa Bar Association. If the sale of the Property is subject to Court approval, the fiduciary shall promptly submit this Agreement for such approval. If this Agreement is not so approved by January 1, 2016, either party may declare this Agreement null and void, and all payments made hereunder shall be made to the City.

11. **Remedies of the Parties.**

A. If the City fails to timely perform under this Agreement, Owner may forfeit this Agreement as provided in Iowa Code Chapter 656, and all payments made shall be forfeited, or,

at Owner's option, upon thirty days written notice of intention to accelerate the entire balance because of the City's default (during which thirty days the default is not corrected), Owner may declare the entire balance immediately due and payable. Thereafter, this Agreement may be foreclosed in equity and the Court may appoint a receiver.

B. If Owner fails to timely perform this Agreement, the City has the right to all payments made returned to the City.

C. Owner and the City are also entitled to utilize any and all other remedies or actions at law or in equity available to them, and the prevailing parties shall be entitled to obtain judgment for costs and attorneys fees.

12. **Notice.** Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery or mailed by certified mail, address to the parties at the addresses given below.

For City of Washington:

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

For the Owner:

Robert K. Smith
420 W. 6th Street
Washington, Iowa 52353

13. **General Provisions.** In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interest of the parties. The Agreement shall survive the closing. This Agreement contains the entire agreement of the parties and shall not be amended except by a written instrument duly signed by Owner and the City. Paragraphs and headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

14. **Real Estate Agent or Broker.** Both parties acknowledge and agree that neither party to this Agreement is using the services of a real estate agent or broker.

15. **Inspection/Testing.** During the term of this Agreement, the City may enter the premises for testing, surveying, inspection and will indemnify Owner for said entry. City agrees to give the Owner at least 24 hours notice before entering the Property.

16. **No condemnation.** The City hereby expressly agrees that it will not use its power of eminent domain to acquire this Property should voluntary negotiations fail to come to an agreement.

17. **City Council approval required.** Both parties acknowledge that this Agreement is not binding upon the City without first having been approved by the Washington City Council as required by law.

18. **Salvage rights.** The Owner shall have the right to salvage any of the items from the house prior to closing. Any items remaining as of the date of closing shall become the property of the City. Further, Owner expressly agrees that any debris or personal property of the Owner shall be removed prior to closing and that if not removed, the City will charge the Owner for the removal of said debris and items of personal property.

OFFER dated this ____ day of _____, 2015.

CITY:

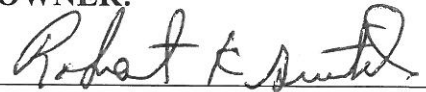
Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

OFFER ACCEPTED on this 13 day of Nov., 2015.

OWNER:



Robert K. Smith

SSN: _____

WASHINGTON COUNTY ASSESSOR

Parcel Number: 11-17-152-004
Deed Holder: SMITH, ROBERT K. % ARNOLD SMITH
Property Address: 420 WA 6TH ST W
 WASHINGTON [MAP THIS ADDRESS](#)
Class: RESIDENTIAL
Map Area: WASH. CITY RES
Plat Map: 11-17A
Sec-Twp-Rng: --
Lot-Block: -
Legal Description: 03 03 M M YOUNGS 2ND ADD
Property Report: [PROPERTY REPORT \(PDF FILE\)](#)



1 / 2



LandValue	Dwelling Value	Improvement Value	TotalValue
\$17,800	\$17,300	\$0	\$35,100

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2
Main Lot	100.00	100.00	66.00	66.00
Sub Lot 2	24.00	24.00	66.00	66.00

Agricultural Land Information

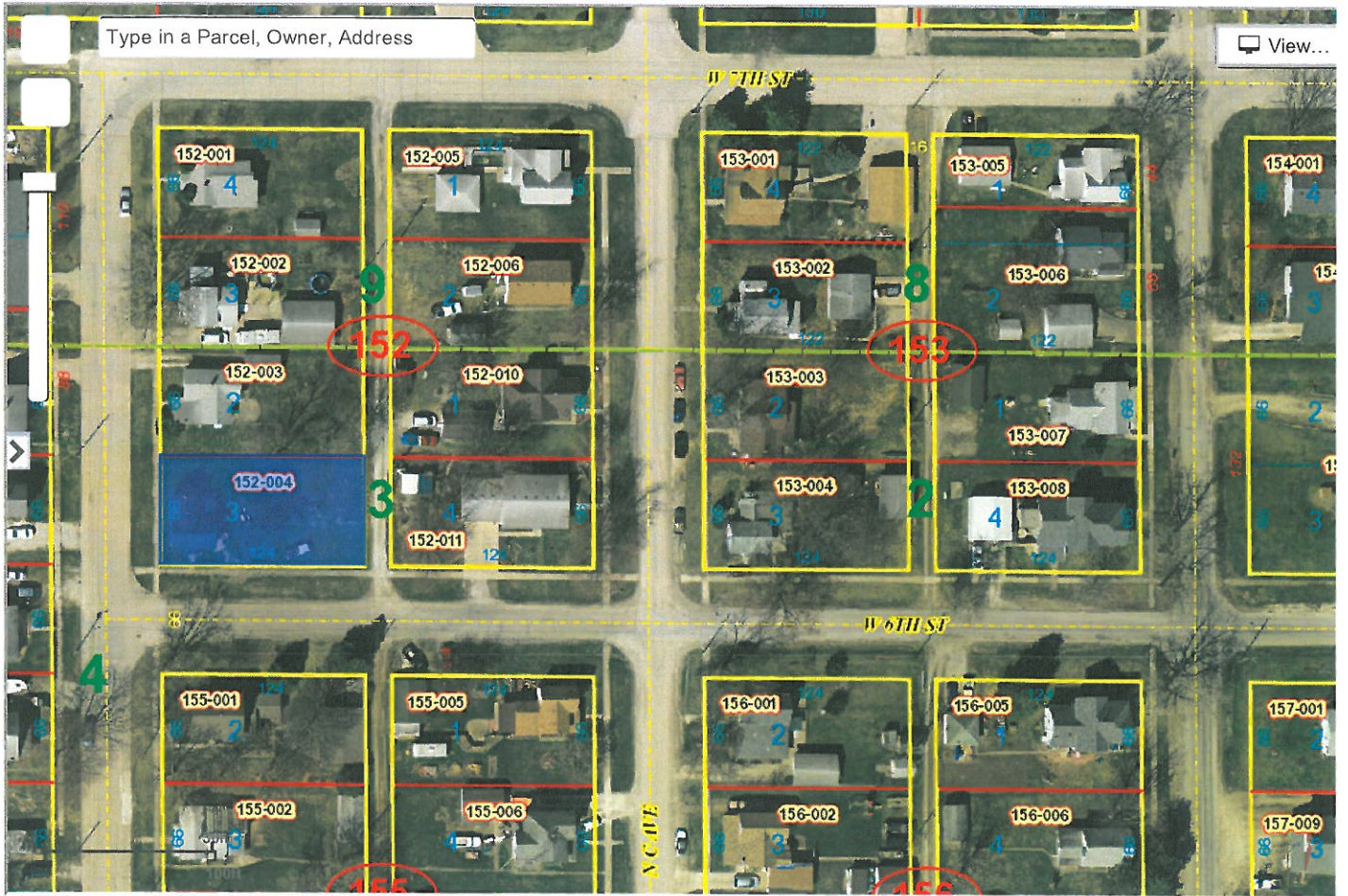
Total Acres	Total CSR	Average CSR
0.0000	0.00	0.00

Residential Building Information

Occupancy	Style	Year Built	Total Living Area
Single-Family / Owner Occupied	1 1/2 Story Frame	1890	1,037

Sale Information

Sale Date	Amount	Non-Useable Transaction Code	Recording
04/24/1989	\$0	0 - Normal	66-4 & 6
11/29/1973	\$4,100	0 - Normal	46-436



*Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney*



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

Memorandum

November 12, 2015

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

From: Brent Hinson
City Administrator

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

Re: Personnel Policy Change- Employment of Relatives

As the Police Department leadership recently examined options for hiring a replacement for the open position for a full-time patrol officer, it came across a highly qualified candidate for the position: the candidate is a certified officer who is closely tied to the Washington community, and has expressed strong interest in the position. Unfortunately, the candidate is related closely enough to one of our current officers to be deemed ineligible for employment under our personnel policies.

Upon review of the policy by Chief Goodman, City Attorney Olson and I, we have found that our current personnel policy may be out of step with current practices and case law. I reviewed several personnel policies from other cities, including a manual recently put together by well-known Des Moines law firm Ahlers & Cooney, P.C., and it seems that most policies have, at a minimum, a clause allowing the City Council to give special permission for the employment of relatives in the same department. The attached brief from the Iowa Association of Chiefs of Police (IACP) backs up that argument.

In most cases, I agree with the thrust of the current policy. As the IACP brief outlines, employment of relatives within the same department can be fraught with certain perils, and should probably be avoided in most cases. However, I believe the current situation is one that should be carefully considered by the Council. It is very difficult to find certified officers interested in applying to our department, it is even more difficult to find good ones with solid work histories, and it is even more rare to find one with strong local ties that plans to stay in the area for the long term. With the high cost and scheduling issues associated with sending an officer through the Iowa Law Enforcement Academy's 13-week program, I believe a situation such as this is worth considering, and to do so, the Council must give itself the power in under our policies to consider the issue. I believe it is also important to provide the additional check that as the person tasked with personnel

management for the City, the City Administrator must provide a written recommendation that this status be approved under the policy.

We are not disclosing the name at this time to avoid causing problems with the candidate's current employment, but if this policy change is granted, we expect to bring the hire to Council at the November 24 workshop for consideration under the revised policy.

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE PERSONNEL POLICIES
OF THE CITY OF WASHINGTON, IOWA**

WHEREAS, the current personnel policy regarding employees working in the same department is out of step with current practices and case law; and

WHEREAS, the Council wishes to revise this policy:

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

Section 1. Chapter 9 of the City of Washington Personnel Manual is hereby repealed, and the following adopted in its place:

CHAPTER 9

EMPLOYMENT OF RELATIVES

Relatives by definition are: spouse, mother, father, brother, sister, children, mother-in-law, father-in-law, other first degrees relatives, aunt, uncle, niece, nephew, in-laws, cousins of the first degree, and grandparents.

The City will not employ relatives to work within the same department of the City in full-time, regular positions, except by special permission of the City Council, upon written recommendation of the City Administrator. In no case shall relatives work in supervisory/subordinate employment situations.

Notwithstanding the foregoing, when, subsequent to employment, an employee marries causing a relationship contrary to the above policy, all efforts possible shall be made to prevent a subordinate/supervisory relationship between the relatives. Section 71.1 of the Code of Iowa shall apply.

No City employee shall be required to terminate employment due to the election of a relative to any elective City office.

PASSED AND APPROVED this 17th day of November, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

71.1 Employments prohibited.

It shall hereafter be unlawful for any person elected or appointed to any public office or position under the laws of the state or by virtue of the ordinance of any city in the state, to appoint as deputy, clerk, or helper in said office or position to be paid from the public funds, any person related by consanguinity or affinity, within the third degree, to the person elected, appointed, or making said appointment, unless such appointment shall first be approved by the officer, board, council, or commission whose duty it is to approve the bond of the principal; provided this provision shall not apply in cases where such person appointed receives compensation at the rate of six hundred dollars per year or less, nor shall it apply to persons teaching in public schools, nor shall it apply to the employment of clerks of members of the general assembly.

[C24, 27, 31, 35, 39, §1166; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §71.1]

Approving officers and boards, §64.19

Computation of degrees, §4.1(4)

Personal Relationships in the Workplace: Nepotism and Employee Fraternization

Last Updated: 01/07/2015

Author:


Attributed: IACP National Law Enforcement Policy Center

Location: USA VA Alexandria

Population: 0

Sworn:

Supplemental Resource(s):

 [Nepotism and Employee Fraternization](#) (pdf)

 www.theiacp.org/Model-Policy (web)

Summary:

This document is from the IACP National Law Enforcement Policy Center. This is a stand-alone document, unaccompanied by a model policy, designed to explore the primary issues surrounding personal relationships within the workplace, specifically nepotism and romantic relationships.

SUMMARY

Despite the many pitfalls involved, a department may choose to try to regulate nepotism or romantic relationships. The sole purpose of this paper has been to familiarize readers with the nature and extent of the problems associated with development and enforcement of such regulations. No particular course of action from a national perspective is reasonable to recommend given the many variances between jurisdictions. Should departments wish to pursue development or refinement of rules in these areas, they should consult competent legal counsel versed in the position of state law and the rulings of state and federal courts for their jurisdictions on these matters.

The following general observations, which summarize the issues discussed, may be helpful.

1. Nepotism

a. Nepotism in the workplace can create significant problems within a department and is a legitimate concern for all law enforcement agencies. Consequently, many departments have felt it necessary to address these problems through policies or other means of regulation.

b. A court may uphold a departmental anti-nepotism policy if persuaded that the policy serves a necessary purpose for the agency concerned, and that the legitimate goals of the policy cannot be achieved in any less intrusive way.

c. Anti-nepotism policies must be drafted so that they are nondiscriminatory towards any class of persons protected by the U.S. Constitution, the federal Civil Rights Act, or state civil rights laws.

Even policies that are facially neutral may be invalidated if their actual effect results in discrimination against any such class.

d. Policies that attempt to bar marriage between employees have been upheld. However, this type of regulation is very likely to generate litigation and may be challenged on the grounds that it is, though facially gender-neutral, in fact discriminatory against women.

e. Provisions that address the problem of superiors supervising their own spouses or relatives are perhaps the most common feature found in existing departmental anti-nepotism policies, and may be more likely to be acceptable to the courts than other, less specific measures.

2. Romantic Fraternization

a. Romantic relationships in the workplace are very common today, so much so that it has been estimated that more than half of all employees are, or have been, involved in a workplace romance.

These relationships may have a number of adverse consequences for the department. Although departmental attempts to regulate such activity are not yet as common as anti-nepotism efforts, some departments may wish to attempt to address the problem officially, in order to reduce the risk of sexual harassment claims, avoid disruption and disharmony in the workplace, and limit the other negative effects of such activity on the department's mission.

b. Because of the pervasiveness of romantic activity in the workplace today and the highly personal nature of such relationships, attempts to limit or regulate fraternization in the workplace are generally very unpopular with employees. Consequently, attempts at regulation are very likely to generate employee resentment and, ultimately, litigation.

c. Such regulation is often challenged in the courts on the grounds that it interferes with employees' rights of privacy, freedom of association, and other constitutional guarantees.

d. When faced with such a challenge, the department must be prepared to show that the goals of the regulation are legitimate and necessary, and that they "cannot be achieved through means significantly less restrictive of associational freedoms."^[24] The department should also be prepared to show that the policy in question is not only facially gender-neutral, but is also applied and enforced in a gender-neutral manner.

¹⁹ Even before the Roberts case, lower courts had found that an employer's interference with an employee's social relationships implicated rights of privacy and freedom of association. See, e.g., *Shuman v. City of Philadelphia*, 470 F.Supp. 449 (E.D. Pa 1979). Many of the cases commonly cited on this point involve off-duty activity outside of the department, rather than in-house relationships with other employees. However, it appears that the same principles are likely to be applied by the courts to intra-office relationships as well.

²⁰ See, e.g., *McCabe v. Sharrett*, 12 F.3d 1558 (11th Cir. 1994).

21 Roberts v. United States Jaycees, 468 U.S. 609 (1984).

22 For example, in Zentiska v. Cardinal Industries, 708 F.Supp. 1318 (D. Ga. 1988), it was stated that if a rule prohibiting dating among co-workers were to be applied to an employee because of her gender, this would justify a claim under Title VII of the Civil Rights Act.

23 "Dating in the Workplace: Looking for Love in All the Wrong Places?" IACP Policy Review, Vol. 11, No. 3.

24 Roberts v. United States Jaycees, 468 U.S. 609 (1984).

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