



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE COUNCIL CHAMBERS
AT 120 E. MAIN STREET
AT 6:00 P.M., TUESDAY, SEPTEMBER 15, 2015

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, September 15, 2015 to be approved as proposed or amended.

Consent:

1. Council Minutes 09-01-2015
2. Ahlers & Cooney P.C., Series 2015 General Obligation Loan Notes, Professional Services, \$7,522.61
3. Spark Consulting, West Side Neighborhood Survey, \$3,607.83
4. Fox Engineering, W. 5th Street Parallel Water Main, \$11,149.45
5. Fox Engineering, Lexington Blvd. Wastewater Pump Station Improvements, \$1,785.00
6. Fox Engineering, Elevated Water Storage Tank, \$24,601.14
7. Fox Engineering, Ground Storage Reservoir, \$1,072.00
8. Fox Engineering, Reverse Osmosis Pilot Study, \$643.32
9. Terracon, Elevated Water Storage Tank, \$4,536.00
10. Caldwell Tanks, Inc., Elevated Water Storage Tank, \$178,134.50
11. Preservation Resources, Inc., Two Part Windows Workshop, \$10,348.00
12. Smokin Joe's Tobacco & Liquor Outlet #9, 304 W. Madison St., Class B Wine, Class C Beer Permit (carryout beer), Class E Liquor License (LE), Sunday Sales, (**renew**)
13. Pizza Hut of Washington, 1018 W. Madison St., Special Class C Liquor (BW) (Beer/Wine)
14. Department Reports

Other:

DeLong Construction, Sitler Widening Project, \$268,860.27

Greiner Building, Inc., Airport Hangar Door Delivered and Installed – ½ down payment due, \$12,790.00

Claims and Financial Reports:

Claims as Presented.

Financial Reports.

SPECIAL PRESENTATION

Washington Municipal Band Annual Report.

Relay for Life Halloween Walk – October 24, 2015 and Relay for Life – June 18, 2016 Requests.

Paws & More Central Park Car Show – August 21, 2016 Request

Rain Date for Lincoln School Bike-a-thon – September 25.

Rental Inspections Update – Steve Donnolly

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

NEW BUSINESS

Discussion and Consideration of Purchase of a Fire Brush Truck.

Discussion and Consideration of Manhole Inspection Software.

Discussion and Consideration of an Engineering Task Order with Fox Engineering – Southeast Sanitary Sewer Examination.

Discussion and Consideration of Southeast Sanitary Sewer Cleaning Quotations.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Discussion and Consideration of a Resolution Endorsing Park Board Application to the Riverboat Foundation for Grant Funds – Central Park Fountain.

Discussion and Consideration of a Resolution Endorsing Municipal Band Application to the Riverboat Foundation for Grant Funds – Chimes.

Discussion and Consideration of a Resolution Approving a Revised Memorandum of Understanding – Income Offset Program.

Discussion and Consideration of a Resolution Establishing a Stop Sign and Speed Zone Request Policy.

Discussion and Consideration of First Reading of an Ordinance Allowing Partial Residential Use of the Ground Floors of Buildings in a B-1 Central Business District.

Discussion and Consideration of Second Reading of an Ordinance Establishing Smoke Free Places.

Discussion and Consideration of Second Reading of an Ordinance Creating a New “A-2” Agricultural Zoning Classification.

Discussion and Consideration of a Resolution Approving Permanent Easement Agreements with Property Owners - Court House Sewer Separation Project. (**Tabled 09-01-2015**)

DEPARTMENTAL REPORT

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

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

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 09-01-2015

The Council of the City of Washington, Iowa, met in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, September 1, 2015. Mayor Johnson in the chair. On roll call present: Rosien, Salazar, Shellmyer, Shepherd, Ziegłowsky. Absent: Kendall (arrived shortly after roll call at 6:05 P.M.).

Motion by Rosien, seconded by Salazar, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, September 1, 2015 be approved as proposed. Motion carried.

Consent:

1. Council Minutes 08-21-2015
2. Council Minutes 08-25-2015
3. IMWCA, Work Comp. Premium, \$9,316.00
4. Fox Engineering, Elevated Water Storage Tank, \$8,151.00
5. Fox Engineering, Ground Storage Reservoir, \$2,469.00
6. Fox Engineering, Reverse Osmosis Pilot Study, \$428.88
7. Life Time Fence Company, Tennis Court Fence, \$10,815.00
8. Veenstra & Kimm, S. 12th Ave. Reconstruction-General Services, \$230.00
9. Veenstra & Kimm, Industrial Park Rise Improvements-Design Services, \$10,884.35
10. Veenstra & Kimm, Sitler Drive Widening-General Services, \$694.25
11. Veenstra & Kimm, Flow Metering-Phase I, \$6,482.45
12. Veenstra & Kimm, Court House Sewer Separation-Design Services, \$525.57
13. Veenstra & Kimm, Court House Sewer Separation-Printing, \$1,491.29
14. Veenstra & Kimm, Court House Sewer Separation-General Services, \$82.00
15. Veenstra & Kimm, West 3rd Street Storm Drainage Study, \$1,662.65
16. Snyder & Assoc., Airport Land Use Zoning, \$7,610.00
17. Terracon, Professional Services Elevated Water Storage, \$2,271.75
18. Kevin Olson, Legal Services, \$1,804.80
19. Department Reports

Councilor Shellmyer requested that items 1 and 2 be removed from the consent agenda.

Motion by Rosien, seconded by Shepherd, that the consent agenda items 3-19 be approved. Motion carried.

Motion by Rosien, seconded by Kendall, to correct the date on item 1 to 08-18-2015 and approve the minutes. Motion carried.

After discussion, motion by Rosien, seconded by Salazar, to approve item 2 minutes as written. Vote was 3-3 and the Mayor voted "no". Motion failed.

After further discussion, motion by Shellmyer, seconded by Ziegłowsky, to add wording to 08-25-2015 minutes "Councilors Rosien and Kendall arrived shortly after roll call". Motion carried.

Motion by Kendall, seconded by Shepherd, that the claims as presented except those for Hy-Vee be approved for payment. Motion carried.

Motion by Kendall, seconded by Shepherd, that the claims for Hy-Vee be approved for payment. Motion carried. Ziegłowsky abstained with conflict.

Bryce Smeins, Athletic Director Washington Community Schools, came before council to request use of city streets for the Heroes Night Caravan from the high school to Case Field at 4:30 P.M. on September 11. The route would be similar to last year's route. Motion by Shellmyer, seconded by Rosien, to approve the request. Motion carried.

Merle Hagie gave council the nuisance abatement update.

Motion by Rosien, seconded by Kendall, to approve the Resolution Accepting the Dedication Agreement for the Roth Sidewalk. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglofsky. Nays: none. Motion carried. **(Resolution No. 2015-080)**

Motion by Kendall, seconded by Shepherd, to approve the Hearing (October 6, 2015) and Letting (September 29, 2015) for the W. 5th Street Parallel Water Main Project. Motion carried.

Mayor Johnson announced that now is the time for the public hearing for the Sale of Real Property- KCTC Parcel.

No written or oral objections were received.

Motion by Salazar, seconded by Kendall, to close the public hearing. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglofsky. Nays: none. Motion carried.

Motion by Rosien, seconded by Kendall, to approve the Resolution Directing Sale of Real Property – KCTC Parcel. Roll call on motion: Ayes: Rosien, Salazar, Shellmyer, Shepherd, Zieglofsky. Nays: none. Kendall abstained with conflict. Motion carried. **(Resolution No. 2015-081)**

Motion by Kendall, seconded by Shepherd, to approve the first reading of an Ordinance Establishing Smoke Free Places. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglofsky. Nays: none. Motion carried.

Motion by Kendall, seconded by Rosien, to approve the first reading of an Ordinance Creating a New "A-2" Agricultural Zoning Classification. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglofsky. Nays: none. Motion carried.

Motion by Shepherd, seconded by Kendall, to table the Resolution Approving Permanent Sanitary and Storm Sewer Easement Agreement (Bordwell – Court House Sewer Separation Project). Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglofsky. Nays: none. Motion carried.

Motion by Kendall, seconded by Rosien, to approve the Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll call on motion: Ayes: Kendall, Rosien, Salazar, Shellmyer, Shepherd, Zieglofsky. Nays: none. Motion carried. **(Resolution No. 2015-082)**

Motion by Kendall, seconded by Shellmyer, that the Regular Session held at 6:00 P.M., Tuesday, September 1, 2015 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

August 27, 2015

CITY OF WASHINGTON, IOWA
CITY CLERK
224 W. MAIN STREET
P.O. BOX 516
WASHINGTON, IA 52353

Invoice #: 697919
Client #: 11307
Matter #: 49
Billing Attorney: RMC

INVOICE SUMMARY

RE: SERIES 2015, GENERAL OBLIGATION CAPITAL
LOAN NOTES

For professional services rendered and costs advanced through August 19, 2015:

Total Professional Services	\$ 7,000.00
Total Expenses	<u>\$ 522.61</u>
TOTAL THIS INVOICE	\$ 7,522.61



INVOICE FOR SERVICES RENDERED – August 2015
Survey of the “west side” neighborhood in Washington

Date of Invoice: September 4, 2015

Consultant Hours		
Week of 8/2/2015	Review/editing of site inventory forms for properties along W. Jefferson Street, research in Washington – 11 hours @ \$60/hr	\$660
Week of 8/9/2015	Review/editing of site inventory forms for properties along W. Jefferson Street – 16 hours @ \$60/hr	\$960
Week of 8/16/2015	Review/editing of site inventory forms for properties along W. Jefferson Street, research in Washington - 11 hours @ \$60/hr	\$660
Week of 8/23/2015	Review/editing of site inventory forms for properties along W. Jefferson Street – 21.5 hours @ \$60/hr	\$1,290
Week of 8/30/2015	Review/editing of site inventory forms for properties along W. Jefferson Street – 13.5 hours @ \$60/hr – may bill at a later date	-
SUB-TOTAL		\$3,570
Additional Expenses		
8/6/2015	Mileage to Washington (one way, combined with another trip) – 75 miles @ \$.39/mile – research	\$29.25
8/17/2015	Mileage to Washington (side trip, combined with another trip) – 22 miles @ \$.39/mile – research	\$8.58
SUB-TOTAL		\$37.83
TOTAL INVOICE		\$3,607.83

Please make checks payable to **Rebecca Lawin McCarley** and submit to the address listed above.

Payment due upon receipt. Late fees will be added after 30 days.

	Total Amount	Billed to Date	This Invoice	Total Billed
Consultant Hours	\$23,400	\$13,950	\$3,570	\$17,520
Additional Expenses – mileage, lodging, photocopies, printing, etc.	\$1,450	\$328.27	\$37.83	\$366.10



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 38789
 Date 08/31/2015

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

Professional Services for the Period of 08/01/2015 to 08/29/2015

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	95.00	8,480.00	12,587.50	4,107.50
Bidding & Negotiation	3,430.00	0.00	0.00	0.00	0.00
Construction Administration	11,980.00	0.00	0.00	0.00	0.00
Construction Staking	3,300.00	3.00	99.00	99.00	0.00
Total	39,580.00	51.30	16,199.00	20,306.50	4,107.50
					Billed Amount
Easement Acquisition Coordination					
Professional Fees					670.00
Outside Services					
A&R Land Services, Inc.					2,663.80
					<u>3,708.15</u>
Phase subtotal					7,041.95
					<u><u>Invoice total</u></u>
					\$11,149.45

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 38736
 Date 08/31/2015

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

Professional Services for the Period of 08/01/2015 to 08/29/2015

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
West 5th Street Future Development Consultation	
Professional Fees	183.25
Phase subtotal	183.25
Construction Administration	
Professional Fees	1,601.75
Phase subtotal	1,601.75
Invoice total	\$1,785.00

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 38737
 Date 08/31/2015

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

Professional Services for the Period of 08/01/2015 to 08/29/2015

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	47.00	13,890.00	21,761.00	7,871.00
Construction Staking	2,700.00	67.00	1,809.00	1,809.00	0.00
Total	118,600.00	78.56	85,299.00	93,170.00	7,871.00

	Billed Amount
Well 6 Additional Services	
Professional Fees	2,177.50
Outside Services	975.00
Phase subtotal	3,152.50
Resident Project Representative	
Professional Fees	12,290.50
Reimbursables	1,287.14
Phase subtotal	13,577.64
Invoice total	\$24,601.14

Approved by: 



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

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

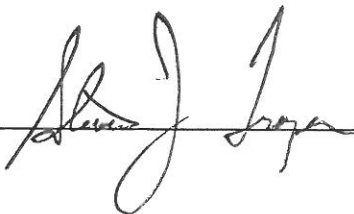
Invoice number 38733
 Date 08/31/2015

Project **342413A Washington Ground Storage Reservoir**

Professional Services for the Period of 08/01/2015 to 08/29/2015

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Design	63,700.00	100.00	63,700.00	63,700.00	0.00
Bidding	9,800.00	100.00	9,800.00	9,800.00	0.00
Construction Administration	39,600.00	100.00	39,600.00	39,600.00	0.00
Construction Staking	1,500.00	100.00	1,500.00	1,500.00	0.00
Total	114,600.00	100.00	114,600.00	114,600.00	0.00

	Billed Amount
Construction Administration after Completion Date	
Professional Fees	1,072.00
Phase subtotal	1,072.00
Invoice total	\$1,072.00

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 38704
Date 08/31/2015

Project **342414B Reverse Osmosis Pilot Study**

Professional Services for the Period of 08/01/2015 to 08/29/2015

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Study & Report	21,444.00	60.00	12,223.08	12,866.40	643.32
Total	21,444.00	60.00	12,223.08	12,866.40	643.32

Invoice total **\$643.32**

Approved by:

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



INVOICE

2640 12th St. SW
Cedar Rapids, IA 52404
319-366-8321

Project Mgr: Tom Lisi

Project: 0.5 MG Elevated Water Storage
W 5th Street
Between North F Ave and North D Ave
Washington, IA

To: City of Washington
Attn: Brent Hinson
215 E. Washington Street
PO Box 516
Washington, IA 52353

REMIT TO:
Invoice Number: T685675
Terracon Consultants, Inc.
PO Box 843358
Kansas City, MO 64184-3358
Federal E.I.N.: 42-1249917

Project Number:	AA151036
Billed to Date:	\$7,619.25
Invoice Date:	9/08/2015
Services Through:	8/29/2015

If you have any questions regarding this invoice, please call (319) 366-8321.

Date	Report	Description of Services	Quantity	Rate	Total
TASK: 01 - Earthwork Observation & Testing					
8/21/15	AA151036.0015	Field Technician, per hour	1.75	\$52.00	\$91.00
8/21/15	AA151036.0015	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/21/15	AA151036.0015	Nuclear Density Gauge, per trip	1.00	\$20.00	\$20.00
8/24/15	AA151036.0017	Field Technician, per hour	5.75	\$52.00	\$299.00
8/24/15	AA151036.0017	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/24/15	AA151036.0017	Nuclear Density Gauge, per trip	1.00	\$20.00	\$20.00
8/25/15	AA151036.0018	Field Technician, per hour	4.75	\$52.00	\$247.00
8/25/15	AA151036.0018	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/25/15	AA151036.0018	Nuclear Density Gauge, per trip	1.00	\$20.00	\$20.00
8/26/15	AA151036.0019	Field Technician, per hour	4.00	\$52.00	\$208.00
8/26/15	AA151036.0019	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/26/15	AA151036.0019	Nuclear Density Gauge, per trip	1.00	\$20.00	\$20.00
8/27/15	AA151036.0020	Field Technician, per hour	4.50	\$52.00	\$234.00
8/27/15	AA151036.0020	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/27/15	AA151036.0020	Nuclear Density Gauge, per trip	1.00	\$20.00	\$20.00
Task Total					\$2,154.00
TASK: 07 - Reinforced Concrete Observation					
8/17/15	AA151036.0009	Field Technician, per hour	2.50	\$52.00	\$130.00
8/17/15	AA151036.0009	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/18/15	AA151036.0011	Field Technician, per hour	1.50	\$52.00	\$78.00
8/18/15	AA151036.0011	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/19/15	AA151036.0012	Field Technician, per hour	3.00	\$52.00	\$156.00
Task Total					\$754.00
TASK: 09 - Portland Cement Concrete Testing					
8/18/15	AA151036.0010	Field Technician, per hour	3.00	\$52.00	\$156.00

TERMS: DUE UPON PRESENTATION OF INVOICE



INVOICE

Invoice No.: T685675
Project No.: AA151036
Project: 0.5 MG Elevated Water Storage
 W 5th Street
 Between North F Ave and North D
 Ave
Project Mgr: Tom Lisi

If you have any questions regarding this invoice, please call (319) 366-8321.

Date	Report	Description of Services	Quantity	Rate	Total
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Continued

TASK: 09 - Portland Cement Concrete Testing

8/18/15	AA151036.0010	Compressive Strength C39 (for Our Lab), Made by Terracon, ea. - 4"x8" Cylinders	18.00	\$13.00	\$234.00
8/19/15	AA151036.0013	Field Technician, per hour	1.25	\$52.00	\$65.00
8/19/15	AA151036.0013	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/20/15	AA151036.0014	Field Technician, per hour	2.00	\$52.00	\$104.00
8/20/15	AA151036.0014	Trip Charge (Technician), per trip	1.00	\$195.00	\$195.00
8/20/15	AA151036.0014	Compressive Strength C39 (for Our Lab), Made by Terracon, ea. - 4"x8" Cylinders	6.00	\$13.00	\$78.00
Task Total					\$1,027.00

TASK: 20 - Project Management

8/29/15	AA151036	Project Coordinator	2.00	\$68.00	\$136.00
8/29/15	AA151036	Senior Project Manager/Engineer, per hour	1.50	\$120.00	\$180.00
8/29/15	AA151036	Project Manager/Engineer, per hour	3.00	\$95.00	\$285.00
Task Total					\$601.00

Invoice Total	\$4,536.00
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TERMS: DUE UPON PRESENTATION OF INVOICE

Contractor's Application for Payment No. TWO (02)


Application Period	07/31/2015 TO 08/31/2015	Application Date	8/31/2015
To (Owner)	City of Washington, Iowa	Via (Engineer)	FOX Engineering Associates, Inc
Project	500,000 Gallon Elevated Water Storage Tank	Contract	CALDWELL TANKS, INC
Owner's Contract No		Contractor's Project No	E-8351
		Engineer's Project No	1424-14A

**Application For Payment
Change Order Summary**


Approved Change Orders Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE..... \$ \$1,434,800.00
2. Net change by Change Orders..... \$
3. Current Contract Price (Line 1 + 2)..... \$ \$1,434,800.00
4. TOTAL COMPLETED AND STORED TO DATE
(Column F total on Progress Estimates)..... \$ \$362,188.00
5. RETAINAGE:
 - a. 5% X \$362,188.00 Work Completed..... \$ \$18,109.40
 - b. X Stored Material..... \$
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$ \$18,109.40
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ \$344,078.60
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ \$165,944.10
8. AMOUNT DUE THIS APPLICATION..... \$ \$178,134.50
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G total on Progress Estimates + Line 5.c above)..... \$ \$1,090,721.40

Contractor's Certification
The undersigned Contractor certifies to the best of its knowledge, the following
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment,
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective

Contractor Signature:  Date: 8/31/2015

Payment of \$ \$178,134.50
(Line 8 or other - attach explanation of the other amount)

is recommended by  (Engineer) 9/10/15 (Date)

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

is approved by _____ (Owner) _____ (Date)

Approved by _____
Funding or Financing Entry (if applicable) _____ (Date)

Preservation Resources, Inc

521 Bird Street
Hannibal, Mo 63401

Invoice

Date	Invoice #
9/11/2015	536

Bill To
City of Washington Iowa Historic Preservation Commission 215 E. Washington Street Washington, Iowa 52353 Attn: Sarah Sadrakula

Description	Amount
Two-part Windows Rehabilitation Workshop: One evening seminar September 24th, 2015 & a three-day hands-on workshop on how to completely restore a historic wood sash from removal through repair to reinstallation.	10,348.00
Tax ID # 42-1559706	
Phone #	E-mail
1-217-474-6052	pbyapp@msn.com
Total \$10,348.00	

DIVISION OF LABOR for CLG Grant Fall 2015

The Consultant will provide:

- a two hour evening presentation to the general public called Old Windows Aren't a Pane -- They're a Goldmine. It is a primer on how to cost effectively repair/restore and make old windows as or more energy efficient than replacement windows. 2 hours with Q & A, props and handouts.
- instruction at a three day hands-on workshop, 8:00 am to 5:00 pm, and all materials, tools, and presentation materials needed for the workshop. This does not include the final paint layers applied by the students

Main Street Washington Design Committee will provide:

- planning of grant activities and tasks
- volunteers to carry out necessary activities and tasks
- sponsorship funds

City of Washington will provide:

- gap funding for grant covered expenses incurred during the project but before the final grant payment is received
- book keeping for grant funds
- assistance with final report

City of Washington Historic Preservation Commission will provide:

- monthly reports
- record keeping of volunteer hours and other in-kind donations

Building Owner will provide:

- paint for top coat on window sashed and frames, both interior and exterior

CLG Grant Application Budget to Accompany RFP
For Windows Rehab Workshop
Grant #2015-12

Budget		CLG Match Grant Request	Cash Match	In-Kind Match	Match Total	Total Project Cost
Projected Costs	Detail/Explanation	Category				
Consultant's fees	includes time, per diem, mileage, lodging, materials for two workshops	Cash	\$4,800.00	\$0.00	\$4,800.00	\$10,300.00
Other	Book for public library - Window Preservation Standards		\$0.00	\$0.00	\$0.00	\$48.00
Room Rental	historic building used for workshop	Donated use of facilities	\$0.00	\$200.00	\$200.00	\$200.00
Other	Project Director's Hours (30 x \$20.93)	Donated labor	\$0.00	\$627.90	\$627.90	\$627.90
Other	Volunteer Hours (80 x \$20.93)	Donated labor	\$0.00	\$1,674.40	\$1,674.40	\$1,674.40
Other	Lunch for participants as requested by consultant	Cash	\$200.00	\$200.00	\$400.00	\$400.00
Photocopies	Evaluation forms and work products for final report	Donated services	\$0.00	\$20.00	\$20.00	\$20.00
Mailing/postage	Draft and final RFPs & contracts		\$0.00	\$10.00	\$10.00	\$10.00
Other	Two rubbers stamps for water bill message	Donated materials	\$0.00	\$40.00	\$40.00	\$40.00
			\$5,000.00	\$2,772.30	\$7,772.30	\$13,320.30

Applicant License Application (LE0002026)

Name of Applicant: <u>The Outlet, Inc</u>		
Name of Business (DBA): <u>Smokin Joe's Tobacco and Liquor Outlet # 9</u>		
Address of Premises: <u>304 W. Madison</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business	<u>(319) 653-3429</u>	
Mailing	<u>1916 Sturdevant</u>	
City <u>Davenport</u>	State <u>IA</u>	Zip: <u>52804</u>

Contact Person

Name <u>Deb Schnyder</u>	
Phone: <u>(319) 560-3457</u>	Email <u>deb@cigoutinc.com</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 11/01/2014

Expiration Date: 10/31/2015

Privileges:

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

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>205210</u>	Federal Employer ID <u>391886784</u>

Ownership

Joseph DePaepe

First Name: Joseph **Last Name:** DePaepe
City: Henderson **State:** Nevada **Zip:** 89052
Position: President
% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Old Republic Insurance Company</u>	
Policy Effective Date: <u>11/01/2014</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration

Applicant License Application (BW0093071)

Name of Applicant: <u>WASHINGTON PIZZA HUT, INC</u>		
Name of Business (DBA): <u>PIZZA HUT OF WASHINGTON</u>		
Address of Premises: <u>1018 W. MADISON</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business	<u>(319) 653-6521</u>	
Mailing	<u>207 E. WASHINGTON</u>	
City <u>MT. PLEASANT</u>	State <u>IA</u>	Zip: <u>52641</u>

Contact Person

Name <u>CHRIS SWAILES</u>	
Phone: <u>(319) 385-2214</u>	Email <u>chriss@admsrv.com</u>

Classification Special Class C Liquor License (BW) (Beer/Wine)

Term: 12 months

Effective Date: 10/15/2015

Expiration Date: 10/14/2016

Privileges:

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>42955</u>	Federal Employer ID <u>42-0983762</u>

Ownership

MARVIN DAY

First Name: MARVIN **Last Name:** DAY
City: MT. PLEASANT **State:** Iowa **Zip:** 52641
Position: SECRETARY/TREASURE
% of Ownership: 75.00% **U.S. Citizen:** Yes

Donald Morin

First Name: Donald **Last Name:** Morin
City: Mt Pleasant **State:** Iowa **Zip:** 52641
Position: owner
% of Ownership: 25.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Amco Insurance Company</u>	
Policy Effective Date:	Policy Expiration

Elm Grove & Woodlawn Cemeteries

Council Report for July 2015

By Nicholas Duvall

We mowed Elm Grove and Woodlawn six times each during June. We have been spraying weeds around both cemeteries. With the steady rain, mowing and trimming have been extremely busy. We have also been settling graves and seeding them. We repaired several of recycling carts this month. I also attended the special session council meeting on the 7/28.

We have had 6 funerals at Elm Grove this month. This brings our total for the calendar year to 60. This month we plan to continue with services, settle and seed graves, spraying weeds, mulching, tree trimming, and mowing and trimming. We will also be working on records updating as time allows.

Elm Grove & Woodlawn Cemeteries

Council Report for August 2015

By Nicholas Duvall

We mowed Elm Grove and Woodlawn four times each during August. We have been spraying weeds around both cemeteries. Our college students went back to school, and their last day was 8/14. We have also been settling graves and seeding them. I also attended the council meeting on the 8/4. We have been mulching trees around Elm Grove. We also have begun trimming trees at both cemeteries. We have also been helping two families with getting monuments repaired and reset.

We have had 6 funerals at Elm Grove this month and one at Woodlawn. This brings our total for the calendar year to 67. This month we plan to continue with services, settle and seed graves, spraying weeds, mulching, tree trimming, and mowing and trimming. We will also be working on records updating as time allows.

City of Washington
Minutes of the City Hall Renovation Committee
September 1, 2015

The City Hall Renovation Committee met on Tuesday, September 1, 2015 at the Former Public Library at 120 West Main to discuss tours of similar facilities in other cities.

Chairperson Jaron Rosien convened the committee meeting at 4:05 PM. Committee members present were: Jaron Rosien, Bob Shepherd, Connie Larsen, Virginia McCurdy and Dale Torpey. Committee member Jim Zieglowsky arrived at 4:15 PM. Also present was Brent Hinson.

Rosien opened the meeting by briefly summarizing the agenda, and asking Hinson to give a summary of research done on similar projects in other cities. Hinson directed the committee to a handout discussing six projects that may be comparable or may have features of interest to the committee. These projects are located in Norwalk, Oskaloosa, Pella, Lisbon, Monticello, and Denison. The committee discussed the options for site visits, and reached general agreement that the first priorities for tours would be facilities in Pella and in Oskaloosa. Both facilities were renovations of historic buildings, and Pella's was a renovation of a Carnegie library. It was agreed that the committee would attempt to schedule tours of the two facilities in the same day, at a date to be determined in the next month or so. Rosien will send a scheduling email to the committee to nail down an exact date.

Connie Larsen moved and Virginia McCurdy seconded to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 4:31 PM.

Respectfully Submitted,

Brent Hinson
City Administrator

Maintenance and Construction Report

8/15/15-8/28/15

STREETS: M/C Personnel poured 13 yards of concrete on East Washington replacing 5 manhole box outs from 9th Ave to the Airport Road. Personnel potholed a good portion of the city. Yard waste/bag route continued on a weekly basis. The street sweeper covered most of the city in the past couple weeks. Personnel line painted a few blocks downtown and pedestrian crosswalks on B and Sitler by the High School, leaving one more night to finish line painting for the year.

WATER DISTRIBUTION: M/C Personnel repaired 2 water main breaks. First one located in the 600 block of West Jefferson St, a 4 inch CIP. The second repair was located in the 100 block of East 5th St, where 21 ft of 10 inch CIP was replaced with PVC. Personnel had 26 water shut offs last week for nonpayment.

SEWER COLLECTION: M/C Personnel replaced a 10 inch sewer line and one service tap at F-Washington, 120 ft total lineal ft installed. Personnel jetted in a couple areas where deemed necessary. Personnel performed sanitary manhole inspections, completing 50 to date. Sewer televising was also performed completing 2,500 ft.

STORM SEWER COLLECTION: M/C Personnel N/A

MECHANIC/SHOP: M/C Personnel serviced FD Tanker, street sweeper (no water flow but still operable), PD 79 (printer issue), FD Aerial, #115 (engine oil leak), #501 (inspect brakes), PD 97 (rotate tires), PD 92 (check charging system) and K9 Unit (heater control unit, a/c and blower motor).

OTHER: M/C Personnel attended a SASSO meeting on Fire Extinguisher/Safety. Personnel responded to 67 One Call Locates.

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

**WWTP report
September 1, 2015
Council Meeting**

- **After hour alarm and dog call outs –**
28th dog call, Safety Center reported 2 dogs to be picked up at 509 S 9th, 11:00 p.m. Delen
30th dog call, Safety Center reported a dog to be picked up at 104 N 14th, 11:00 a.m. Delen
5th dog call, Safety Center reported a dog to be picked up at 222 E 5th, 6:19 p.m. Delen
7th dog call, Safety Center reported a dog to be picked up at the Police station, 9:19 a.m. Delen
- **Dept Head meetings –** I attended the meetings on the 1st & 8th.
- **WWTP's renewal of the National Pollutant Discharge Elimination System (NPDES) Permit**
– We're starting to get test results back from the first round of samples. So far the test results are looking good!
- **WWTP equipment** – We replaced 29 air filters in the WWTP's HVAC systems so they're ready for winter operation. Delen replaced 5 of 6 big outside air filters on the SBR and Digester blowers.
- **Iowa Grow, Inc (IGI)** – Gilbert and crew finished pumping down the digester at the old WWTP. They will start removing the solids from the old sludge storage tank on September 14, 2015. The contents from this tank will be pumped into the East EQ. This work is part of bio-solids removal project. IGI will remove and land apply the solids from the bottom of the East EQ basin later this fall after the crops have been harvested.
- **WWTP August 2015 MOR** – Average daily flow **1.66** million gallons (mg), maximum daily flow **3.95** mg, minimum daily flow **1.17** mg. There were **zero (0)** violation of the WWTP's NPDES discharge permit during August 2015. Total precipitation for August 2015 = **>3.44"** (recorded at the WWTP).

CBOD5 Removal 85% required result = 98.7 %
Influent CBOD5 monthly average = **51.8** mg/L
Effluent CBOD5 monthly average = **0.7** mg/L

TSS Removal 85 % required result = 99.1 %
Influent TSS monthly average = **75.0** mg/L
Effluent TSS monthly average = **0.7** mg/L

- **Thanks to M/C Dept** – JJ opened a plugged line for us with their jetter. Tim applied dust control around the WWTP roads for us.
- **SBR blower #2 VFD** – Dustin of JETCO was at the WWTP to troubleshoot the VFD since it wouldn't run. Dustin found a bad transformer in the VFD. Dustin ordered a new transformer for \$160. He will return to install it in the near future. We have been using the stand by SBR blower to supply air to the basin since blower #2 has been out service since July 11th.
- **WWTP tour** – Jason gave Matt Kasper formerly of FOX a tour of the WWTP on September 4, 2015. Matt was the original design engineer for the new WWTP. Matt left FOX about half way through the building process. Matt thought it turned out nice.
- **SBR's 2 & 3**– SBR 2 was taken out of service on September 2, 2015. We started draining the basin shortly after that from the normal low water level of twelve and one half (12.5') feet. We needed the basin to be around one and a half (1.5') feet before we can start cleaning the nine hundred (900) diffuser membranes and inspect the air pipes as part of the annual SBR basin maintenance. We found a broken dissolved oxygen probe during the inspection. Temporary repairs

were made to it. We'll get a new one ordered and get it installed when time allows. SBR #2 was put back in service on September 9, 2015. SBR #3 was taken out of service on September 9th for its annual maintenance & inspection. SBR 3 will be put back in service next week when test results show it's ready to go.

- **Meeting with Hazardous Waste Collector** – City staff met with Shawn Obert from the Solid Waste Agency (CR/Linn County) on the 11th. We talked about the location for the hazardous waste collection site at the WWTP during fall clean up. Since they will only be here on Saturday we'll store the hazardous waste collected on Friday in the Solids Handling Building and hold it overnight. Shawn and crew will take care of it on Saturday when they're here.

Fred E. Doggett
9/11/2015 2:37 PM

Alive After**5**

With Washington Municipal Airport



Tuesday, September 15, 2015

5:00-7:00 p.m.

Ribbon Cutting at 4:45 p.m. for the New Runway

Come see what's been going on at the airport with the new relocated 13/31 runway and the improvements to the A Hanger.

Food catered by Café Dodici.



DELONG CONSTRUCTION, INC.
SITLER DRIVE WIDENING

QUANTITIES COMPLETE AS OF 9/10/15

	95	UNIT	\$	JTD Qty complete	Previous Qty	Qty this period	JTD Extension	
							95 \$	1,425.00
1								
2	2200	CY	\$ 15.00	1800	1800	1800	\$ 18,450.00	
3	3350	CY	\$ 10.25	1200	1200	1200	\$ 8,160.00	
4	662	CY	\$ 6.80	500	500	500	\$ 21,500.00	
5	3028	SY	\$ 43.00	681	681	681	\$ 26,048.25	
6	100	TON	\$ 38.25		0	0	\$ -	
7	1	EA	\$ 20.00	1	1	1	\$ 1,685.00	
8	1	EA	\$ 1,685.00		0	0	\$ -	
9	1	EA	\$ 2,100.00	1	1	1	\$ 3,100.00	
10	1	EA	\$ 3,100.00		0	0	\$ -	
11	9	EA	\$ 3,600.00	6	6	6	\$ 26,850.00	
12	1	EA	\$ 4,475.00	1	1	1	\$ 7,900.00	
13	1	EA	\$ 7,900.00		0	0	\$ -	
14	1	EA	\$ 4,625.00		0	0	\$ -	
15	1	EA	\$ 2,565.00	1	1	1	\$ 6,050.00	
16	2500	LF	\$ 6,050.00	1552	1552	1552	\$ 13,580.00	
17	12	EA	\$ 8.75		0	0	\$ -	
18	573	LF	\$ 180.00	512	512	512	\$ 21,504.00	
19	17	LF	\$ 42.00		0	0	\$ -	
20	189	LF	\$ 58.00		0	0	\$ -	
21	67	LF	\$ 62.00	56	56	56	\$ 6,048.00	
22	107	LF	\$ 108.00		0	0	\$ -	
23	36	SY	\$ 23.00		0	0	\$ -	
24	100	TON	\$ 3.00		0	0	\$ -	
25	892	SY	\$ 34.00	730	730	730	\$ 8,942.50	
26	788	SY	\$ 12.25	132.49	132.49	132.49	\$ 4,107.19	
27	152	SF	\$ 31.00	110.8	110.8	110.8	\$ 3,545.60	
28	1391	LF	\$ 32.00	611	611	611	\$ 15,275.00	
29	1	LS	\$ 25.00	1	1	1	\$ 13,700.00	
30	1	LS	\$ 13,700.00		1	1	\$ 4,640.00	
31	1	LS	\$ 4,640.00	1	1	1	\$ 15,000.00	
32	1167	LF	\$ 15,000.00	1040	1040	1040	\$ 36,400.00	
33	2	EA	\$ 35.00		0	0	\$ -	
34	3	EA	\$ 1,800.00	1	1	1	\$ 2,950.00	
35	2	EA	\$ 2,950.00	1	1	1	\$ 5,230.00	
36	1	ACRE	\$ 5,230.00	0.3	0.3	0.3	\$ 675.00	
37	1	ACRE	\$ 2,250.00	0.3	0.3	0.3	\$ 1,200.00	
38	1490	LF	\$ 4,000.00	600	600	600	\$ 1,500.00	
39	1490	LF	\$ 2.50		0	0	\$ -	
40	1	EA	\$ 0.50	1	1	1	\$ 500.00	
x1	1	LS	\$ 1,210.00	1	1	1	\$ 1,210.00	

VALUE OF COMPLETED WORK: \$ 277,175.54
 LESS 3% RETAINAGE: \$ 8,315.27
 LESS PREVIOUS PAYMENTS: \$ -
 DUE: \$ 268,860.27



**Greiner
Buildings
Inc.**



Building Relationships On a Foundation of Honesty and Integrity

Shawn Redlinger
2088 250th Street
Washington, IA
(319) 461-3142 (mobile)
(888) 466-4139 (office)
sredlinger@gbinc.net

Date: September 9, 2015
Prepared For: WASHINGTON AIRPORT
Kevin Erpelding
Washington, IA
(319) 461-0020

Project Type: Addition
Proposal Type: Sold.

Base Building Description:

- * Install a 50' x 17' Powerlift door, removal of existing door by hydraulic door contractor
- * Install steel and trims for exterior of door
- * 1 - 3'0" x 6'8" Plyco 20 Series Walk Door with Solid Panel, Polar White
 - * Hardware: EZ knob/knob grade 2
 - * **Select Swing:** Right Hand Outside Swing Left Hand Outside Swing
- * 3 - 3'x3' Double Pane/Thermal Windows
- * Interior wall liner using 29 gauge interior metal, w/ 6-mil plastic vapor barrier
- * Insulated walls using 6" R-19 Anco Textrafine insulation
- * 29 gauge wall steel with Kynar paint and G-90 sub-straight - Rust edge resistant metal
- * Standard hex-head screws with matching color heads to attach metal panels and trims
- * 1 bottles matching color touch up paint
- * 5 gallons hydraulic fluid supplied by customer at time of door installation

Total Base Building, Materials and Labor: **\$7,351.18**

Additional Items:

1 - 50'x17' Hydraulic door delivered and installed \$18,228.82

Grand Total Project: **\$25,580.00**

Side steel and exterior trims: Fluropon (Kynar) Brite
Interior steel and trims: Brilliant

DOWN PAYMENT: \$12,790.00 (due upon signing of this contract)

FINAL PAYMENT DUE: \$12,790.00 (upon project completion)

PURCHASER SIGNATURE Shawn Redlinger Manager **DATE:** 09-14-15

GREINER BUILDINGS, INC. _____

- * This quote assumes that electricity is readily available within reasonable distance of jobsite.
- * A 1/2 % surcharge added to project total will be applied for all jobs that do not have readily available electricity.
- * Jobsite to be fully prepared by others with adequate space and level working aprons

CITY OF WASHINGTON, IOWA

CLAIMS REPORT FOR SEPTEMBER 15, 2015

POLICE	AR500 ARMOR	TRAMA PLATES FOR TACTICAL VESTS	1527.00
	ARNOLD MOTOR SUPPLY	SUPPLIES	94.88
	AUTOMOTIVE ELECTRONICS	SUPPLIES & SERVICE	3159.81
	CDW GOVERNMENT, INC.	FIREWALL	1474.95
	CUSTOM IMPRESSIONS INC	SHIPPING	9.46
	ELLINGSON, SHAWN	LODGING AND MEALS	150.20
	GALLS LLC	SUPPLIES	163.00
	IGRAPHIX, INC	SHIPPING	8.65
	KARL CHEVROLET	TAHOE REPAIR/DEDUCTIBLE	600.00
	MARCO, INC.	COPIER	87.58
	MEDIACOM	CITY HALL SERVICE	115.05
	MINCER FORD	2010 EXPLORER- REPAIRS	1169.32
	QUILL	OFFICE SUPPLIES	75.74
	SHOTTENKIRK	REPAIR PARTS FOR TAHOE	1141.41
	SIRCHIE	EVIDENCE TAPE	54.31
	UP-TOWN AUTO WASH	CAR WASH CARDS	200.00
	WASH CO AUDITOR	SEPTEMBER COMMUNICATIONS	19308.42
	WASHINGTON NOON KIWANIS CLUB	DUES AND MEALS	118.25
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	378.78
		TOTAL	29836.81
FIRE	ACE ELECTRIC. INC	GENERATOR MAINTENANCE	750.00
	ACE-N-MORE	SUPPLIES	24.98
	ALLIANT ENERGY	ALLIANT ENERGY	55.25
	ARNOLD MOTOR SUPPLY	SUPPLIES	267.37
	FELD FIRE	SUPPLIES	83.30
	HAWKEYE FIRE & SAFETY	SUPPLIES	18.50
	HIWAY SERVICE CENTER	SUPPLIES	267.20
	KIRKWOOD COMMUNITY COLL	CONTINUING EDUCATION	50.00
	SITLER'S SUPPLIES INC.	BATTERIES	75.60
	WASHINGTON RENTAL	REPAIR	87.64
		TOTAL	1679.84
DEVELOP SERV	ACE-N-MORE	SUPPLIES	105.62
	BRUNS, DAVID	MILEAGE REIMBURSEMENT	46.58
	CAPPS HOME REPAIR	LAWN -617 W WASHINGTON	60.00
	CUSTOM IMPRESSIONS INC	SUPPLIES	133.47
	STOUTNER PROPERTY MAINTENANCE	MOWING AT 1009 E MAIN	60.00
	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	14.31
		TOTAL	419.98
LIBRARY	AAA MECHANICAL CONTRACTORS INC	HVAC REPAIRS	587.57
	ALL AMERICAN PEST CONTROL	SERVICE	44.00
	ALLIANT ENERGY	ALLIANT ENERGY	3335.66
	BAKER & TAYLOR	BOOKS	1269.20
	CARSON PLUMBING INC.	PLUMBING REPAIRS	158.79
	EBERT SUPPLY CO.	SUPPLIES	105.60
	MEDIACOM	LIBRARY SERVICE	306.19
	RECORDED BOOKS LLC	RECORDED BOOKS	98.99
	STAPLES ADVANTAGE	INK CARTRIDGES AND SUPPLIE	78.60
	THE WASHINGTONIAN	LIBRARY- ADVERTISING	308.00
	VISA	FEES, POSTAGE, & SUPPLIES	272.31

		TOTAL	6564.91
PARKS	ACE-N-MORE	SUPPLIES	256.90
	ALLIANT ENERGY	ALLIANT ENERGY	1970.55
	COBB PETROLEUM	FUEL	44.43
	FAREWAY STORES	SUPPLIES	61.43
	FASTENAL COMPANY	SUPPLIES	222.89
	KCII	ADVERTISING	256.50
	KRABILL SEAMLESS GUTTERS	SERVICE	85.00
	MARIE ELECTRIC INC.	ELECTRICAL REPAIR	664.63
	POWER COM MOTOR CONTROL	SUPPLIES	89.78
	SITLER'S ELECTRIC	REPAIR PARTS	153.04
	WASHINGTON EVENING JOURNAL	PARK SUPERINTENDENT POSTING	201.90
	WASHINGTON RENTAL	PART	54.62
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	103.49
		TOTAL	4165.16
CEMETERY	ACE-N-MORE	SUPPLIES	2.98
	ALLIANT ENERGY	ALLIANT ENERGY	131.89
	ARNOLD MOTOR SUPPLY	SUPPLIES	17.33
	CERTIFIED LABORATORIES	SUPPLIES	186.37
	GREINER DISCOUNT TIRES	TIRES & SERVICE	21.45
	VISA	SUPPLIES	69.39
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	131.55
		TOTAL	560.96
FINAN ADMIN	ALL AMERICAN PEST CONTROL	SERVICE	88.66
	ALLIANT ENERGY	ALLIANT ENERGY	18.03
	BROWN, KELSEY	MILEAGE REIMB-SE IA CLERK MEETING	38.52
	CINTAS CORP LOC. 342	SERVICE	130.75
	CITY OF OTTUMWA	SE IA CLERKS ASSOC MTG	15.00
	CUSTOM IMPRESSIONS INC	SUPPLIES	281.94
	MEDIACOM	CITY HALL SERVICE	115.04
	PURCHASE POWER	POSTAGE REFILLS	1510.00
	SITLER'S ELECTRIC	REPAIR PARTS	30.08
	VISA	REGISTRATIONS	910.00
	WASH COUNTY MINIBUS	SEPTEMBER LOST	16517.70
	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	1132.66
	WINDSTREAM IOWA COMMUNICATIONS	PHONE SERVICE	1267.40
		TOTAL	22055.78
AIRPORT	ALLIANT ENERGY	ALLIANT ENERGY	905.10
	JEAN JAMIESON CLEANING	AUGUST CLEANING	228.50
	KIRK'S METER INC	SERVICE-FUEL METER	204.00
	L.J. ROTH RECONSTRUCTION INC.	PLUMBING REPAIR	333.56
	VISA	FUEL SPILL KIT	183.87
	WEST LAWN CARE	AIRPORT MOWING	2850.00
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	174.00
		TOTAL	4879.03
ROAD USE	ACE-N-MORE	SUPPLIES	144.74
	ALTORFER	EQUIPMENT RENTAL	209.00
	ARNOLD MOTOR SUPPLY	SUPPLIES	301.77

	HIWAY SERVICE CENTER	SUPPLIES	269.60
	IDEAL READY MIX	PATCHES ON SQUARE	3406.00
	L L PELLING CO	HOT-MIX	2118.48
		TOTAL	6449.59
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	4948.19
		TOTAL	4948.19
CAPITAL PROJECTS	ASBESTOS INSPECTIONS, TESTING & TRAINI	MUNICIPAL BLDG PRJ 301	950.00
		TOTAL	950.00
DOG PARK	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	410.40
		TOTAL	410.40
LIBRARY GIFT	BAKER & TAYLOR	BOOKS	129.86
	BLANK PARK ZOO	EARLY LIT PROGRAM	159.12
		TOTAL	288.98
WATER PLANT	ACE-N-MORE	SUPPLIES	10.96
	ALLIANT ENERGY	ALLIANT ENERGY	21612.91
	CAHOY PUMP SERVICE, INC.	WELL # 6 SERVICE	6781.00
	JENNINGS, ELAINE	MILEAGE REIMBURSMENT	18.40
	WATER SOLUTIONS UNLIMITED	CHEMICALS	3195.70
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	52.82
		TOTAL	31671.79
WATER DIST	ACE-N-MORE	SUPPLIES	64.94
	ALLIANT ENERGY	ALLIANT ENERGY	8844.96
	ARNOLD MOTOR SUPPLY	SUPPLIES	143.57
	KIRKWOOD COMMUNITY COLL	CONTINUING EDUCATION	450.00
	PRODUCTIVITY PLUS	SERVICE ON CASE EQUIPMENT	1009.54
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	95.16
		TOTAL	10608.17
SEWER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	1003.66
	ARNOLD MOTOR SUPPLY	SUPPLIES	42.89
	ATCO INTERNATIONAL	SUPPLIES	103.60
	CUSTOM IMPRESSIONS INC	SHIPPING	33.12
	ELECTRIC MOTORS OF IOWA CITY	VACUUM PUMP REPAIR	153.39
	O'REILLY AUTOMOTIVE INC	OIL ABSORBENT	7.49
	SITLER'S ELECTRIC	REPAIR PARTS	205.68
	TUSING, DELEN	SUPPLIES	14.83
	UNITED LABORATORIES	LIFT STATION DEGREASER	563.40
	USA BLUEBOOK	TESTING SUPPLIES	207.33
	VISA	COMPUTERS, CABLE, MONITOR	2373.85
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	315.48
		TOTAL	5024.72
SEWER COLLECT	ACE-N-MORE	SUPPLIES	9.99
	ALLIANT ENERGY	ALLIANT ENERGY	180.02
	ARNOLD MOTOR SUPPLY	SUPPLIES	117.78
	COBB PETROLEUM	FUEL	1164.82
	PIONEER RESEARCH CORP	REFRESH EN-SOLVE	1204.15
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	95.17

SANITATION

JOHNSON, PATRICIA
RECYCLING SERVICES AGENCY

TOTAL	2771.93
ANNUAL TRASH STICKER REFUN	28.36
SEPT RECYCLING	1395.83
TOTAL	1424.19

TOTAL	134710.43
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**CITY OF WASHINGTON, IA
VISA Card Charges - 2015**

CLAIMS REPORT 09/15/2015

LIBRARY			
ENDICIA FEES - POSTAGE FEES	9.95		608.98
WAL-MART - OFFICE SUPPLIES	13.50		799.99
USPS POSTAGE - POSTAGE	200.00		264.98
PAYPAL *ROLLERCOAST - TAB PROGRAM SUPPLIES	19.95		525.00
WAL-MART - PROGRAM SUPPLIES	28.91		57.91
Total	272.31		17.00
			2,373.85
FINAN ADMIN			
ACT*IOWA ECONOMIC DEVELOP - IOWA DOWNTOWN SUMMIT - MAYOR	75.00		7.69
IOWA LEAGUE OF CITIES - ANNUAL CONFERENCE -ROSIEN, JOHNSON, AND HINSON	835.00		17.22
Total	910.00		44.48
			69.39
AIRPORT			
3M*SHOP3M.COM - PTEROLEUM SORBENT SPILL KITT	183.87		-
Total	183.87		-
Total	-		-
Total	-		-

SEWER PLANT			
NEW EGG - NEW LAPTOP FOR WWTP			
BESTBUYCOM - NEW DESKTOP TOWER			
BEST BUY - MONITOR AND SPEAKERS FOR NEW COMPUTER			
NATIONAL ANIMAL CARE CO - DELEN TRAINING NACA MODULE B			
WALMART - OFFICE SUPPLIES			
CRBCARBONITIE BACKUP- CARBONITE RENEWAL FOR WWTP COMPUTER			
WALMART - COMPUTER CABLE			
Total			
CEMETERY			
AMAZON - TYPE WRITER SUPPLIES			
AMAZON - TYPE WRITER SUPPLIES			
STAPLES - OFFICE SUPPLIES			
Total			

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

FUND	8/1/2015 BEGINNING CASH BALANCE	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	8/31/2015 ENDING CASH BALANCE
001-GENERAL FUND	765,334.25	110,137.91	-	254,105.95	-	621,366.21
002-AIRPORT FUND	225,373.18	55,575.39	-	123,992.38	-	156,956.19
010-CHAMBER REIMBURSEMENT	(284.36)	4,840.84	-	4,538.52	-	17.96
011-MAIN STREET REIMBURSEMENT	(381.33)	3,832.77	-	3,617.36	-	(165.92)
012-WEDG REIMBURSEMENT	(1,056.62)	6,491.09	-	6,124.20	-	(689.73)
110-ROAD USE	694,495.37	100,885.94	-	149,449.48	-	645,931.83
112-EMPLOYEE BENEFITS	-	21.37	-	-	-	21.37
114-EMERGENCY LEVY	-	1.90	-	-	-	1.90
121-LOCAL OPTION SALES TAX	-	66,070.81	-	66,070.81	-	-
129-URBAN RENEWAL AREA #3C	-	2.19	-	-	-	2.19
145-HOUSING REHABILITATION	52,822.80	-	-	-	-	52,822.80
146-LMI TIF SET-ASIDE	29,516.48	-	-	-	-	29,516.48
200-DEBT SERVICE	12,216.58	27.92	-	250.00	-	11,994.50
300-CAPITAL EQUIPMENT	429,814.12	-	-	31,443.62	-	398,370.50
301-CAPITAL PROJECTS FUND	2,432,898.53	387.28	-	381,683.56	-	2,051,602.25
305-RIVERBOAT FOUND CAP PROJ	145,522.04	-	-	-	-	145,522.04
308-INDUSTRIAL DEVELOPMENT	1,185,034.03	-	-	1,843.71	-	1,183,190.32
309-MUNICIPAL BUILDING	208,354.12	-	-	-	-	208,354.12
310-WELLNESS PARK	13,997.80	-	-	-	-	13,997.80
510-MUNICIPAL BAND	25.00	32,623.70	-	-	-	32,648.70
520-DOG PARK	6,276.47	36.00	-	-	-	6,312.47
530-TREE COMMITTEE	5,589.28	2,450.00	-	193.72	-	7,845.56
540-POLICE FORFEITURE	152.50	-	-	-	-	152.50
545-SAFETY FUND	-	1,000.00	-	-	-	1,000.00
550-PARK GIFT	138,407.29	42.21	-	12,545.16	-	125,904.34
570-LIBRARY GIFT	35,079.17	1,141.90	-	199.74	-	36,021.33
580-CEMETERY GIFT	50,095.00	-	-	-	-	50,095.00
590-CABLE COMMISSION	16,301.43	-	-	-	-	16,301.43
600-WATER UTILITY	959,473.90	145,270.14	-	99,009.63	-	1,005,734.41
601-WATER DEPOSIT FUND	19,960.00	2,100.00	-	2,365.00	-	19,695.00
603-WATER CAPITAL PROJECTS	-	249,850.37	-	249,850.37	-	-
610-SANITARY SEWER	959,653.59	172,361.77	-	73,416.90	-	1,058,598.46
613-SEWER CAPITAL PROJECTS	538,629.37	-	-	26,557.50	-	512,071.87
670-SANITATION	118,644.59	27,090.72	-	32,117.81	-	113,617.50
910-LIBRARY TRUST	218,493.04	15.81	-	-	-	218,508.85
950-SELF INSURANCE	141,865.42	-	-	3,703.43	-	138,161.99
951-UNEMPLOYMENT SELF INS	1,589.77	2,656.50	-	3,726.25	-	520.02
TOTAL BALANCE	9,403,892.81	984,914.53	-	1,526,805.10	-	8,862,002.24

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	2,414,531.99 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	256,778.79	0.01%
Investment in IPAIT	1,987,446.81	0.01%
Wash St Bank - Library Acct	167,567.81	0.01%
Wash St - Farm Mgmt Acct	35,326.84	
Federation Bank - CD - 10/02/13-renewed	500,000.00	0.51%
Wast St Bank - CD - 1/9/14 - renewed	500,000.00	0.65%
Wast St Bank - CD - 3/14/2014 - renewed	500,000.00	0.01%
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%
TOTAL CASH IN BANK	8,862,002.24	

(1) Washington State Bank	2,503,539.67
Outstanding Deposits & Checks	(89,007.68)
	<u>2,414,531.99</u>

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

FUND	7/1/2015	Y-T-D	REVENUES NOT	Y-T-D	EXPENSES NOT	8/31/2015
	BEGINNING					REVENUES
	CASH BALANCE					BALANCE
001-GENERAL FUND	1,043,129.25	314,531.93	-	736,521.77	226.80	621,366.21
002-AIRPORT FUND	126,020.17	210,994.02	-	180,058.00	-	156,956.19
010-CHAMBER REIMBURSEMENT	1,308.81	9,681.68	-	10,972.53	-	17.96
011-MAIN STREET REIMBURSEMENT	807.50	7,665.54	-	8,638.96	-	(165.92)
012-WEDG REIMBURSEMENT	30.43	19,473.27	-	20,193.43	-	(689.73)
110-ROAD USE	674,883.61	181,827.23	-	210,829.41	50.40	645,931.83
112-EMPLOYEE BENEFITS	-	8,810.97	-	8,789.60	-	21.37
114-EMERGENCY LEVY	-	779.73	-	777.83	-	1.90
121-LOCAL OPTION SALES TAX	-	192,030.02	-	192,030.02	-	-
129-URBAN RENEWAL AREA #3C	-	2.19	-	-	-	2.19
134-URBAN RENEWAL AREA #7	1,443.27	-	-	1,443.27	-	-
145-HOUSING REHABILITATION	16,949.00	35,873.80	-	-	-	52,822.80
146-LMI TIF SET-ASIDE	29,516.48	-	-	-	-	29,516.48
200-DEBT SERVICE	963.41	26,371.48	-	15,340.39	-	11,994.50
300-CAPITAL EQUIPMENT	326,899.51	125,000.00	-	53,529.01	-	398,370.50
301-CAPITAL PROJECTS FUND	417,200.59	2,467,080.79	-	832,679.13	-	2,051,602.25
305-RIVERBOAT FOUND CAP PROJ	145,522.04	-	-	-	-	145,522.04
308-INDUSTRIAL DEVELOPMENT	1,185,034.03	-	-	1,843.71	-	1,183,190.32
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	32,623.70	-	-	-	32,648.70
520-DOG PARK	6,340.53	111.00	-	139.06	-	6,312.47
530-TREE COMMITTEE	6,017.28	2,450.00	-	621.72	-	7,845.56
540-POLICE FORFEITURE	152.50	-	-	-	-	152.50
545-SAFETY FUND	-	1,000.00	-	-	-	1,000.00
550-PARK GIFT	154,235.66	42.41	-	28,373.73	-	125,904.34
570-LIBRARY GIFT	32,797.26	3,496.30	-	272.23	-	36,021.33
580-CEMETERY GIFT	50,150.00	-	-	55.00	-	50,095.00
590-CABLE COMMISSION	16,301.43	-	-	-	-	16,301.43
600-WATER UTILITY	924,440.95	288,054.14	-	206,823.68	63.00	1,005,734.41
601-WATER DEPOSIT FUND	20,560.00	3,600.00	-	4,465.00	-	19,695.00
603-WATER CAPITAL PROJECTS	-	285,234.09	-	285,234.09	-	-
610-SANITARY SEWER	1,130,732.28	343,021.18	-	415,234.80	79.80	1,058,598.46
613-SEWER CAPITAL PROJECTS	334,319.96	220,707.99	-	42,956.08	-	512,071.87
670-SANITATION	118,398.26	58,550.26	-	63,331.02	-	113,617.50
910-LIBRARY TRUST	218,478.03	30.82	-	-	-	218,508.85
950-SELF INSURANCE	143,232.94	843.80	-	5,914.75	-	138,161.99
951-UNEMPLOYMENT SELF INS	1,457.93	2,788.34	-	3,726.25	-	520.02
TOTAL BALANCE	7,350,800.03	4,842,676.68	-	3,331,894.47	(420.00)	8,862,002.24

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	2,414,531.99 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	256,778.79	0.01%
Investment in IPAIT	1,987,446.81	0.01%
Wash St Bank - Library Acct	167,567.81	0.01%
Wash St - Farm Mgmt Acct	35,326.84	
Federation Bank - CD - 10/02/13-renewed	500,000.00	0.51%
Wast St Bank - CD - 1/9/14 - renewed	500,000.00	0.65%
Wast St Bank - CD - 3/14/2014 - renewed	500,000.00	0.01%
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%
TOTAL CASH IN BANK	8,862,002.24	

(1) Washington State Bank	2,503,539.67
Outstanding Deposits & Checks	(89,007.68)
	<u>2,414,531.99</u>

TWO MONTH ANALYSIS - 16.67% OF FY15-16 COMPLETED

UB = Under-budget is good!!

AB =
ahead of
budget

16.67% >>>% of Budget Year

Department	Fund No	Dept No	Annual Budget	Two Month		% of Budg Spent YTD	Ahead/ (Behind) Budget	Explanation for YTD performance
				Budget	Month Act			
GENERAL FUND								
Police	001	1010	1,411,818	235,350	258,088	18.28%	22,738	Wages and Benefits (including work comp) AB \$+14,386 due to having 3 payrolls in July, Commodities AB +\$3,417
Fire	001	1050	412,670	68,792	71,777	17.39%	2,985	Wages and Benefits (including work comp) AB +\$9,488 due to 3 payrolls in July; Vehicle Repair AB \$1,787
Street Lighting	001	2030	50,000	8,335	-	0.00%	(8,335)	No transfer through August
Development Services	001	2060	120,295	20,053	22,997	19.12%	2,944	Staff Develop AB +1,675, Tree Removal AB \$1,700, Commodities AB \$1,173 other accts under budget
Library	001	4010	387,236	64,552	72,172	18.64%	7,620	Wages and Benefits (including work comp) AB \$4,692 due to 3 payrolls in July, Repairs/Maint/Utilities AB \$2,644
Parks	001	4030	255,395	42,574	52,670	20.62%	10,095	Wages and Benefits (including work comp) AB +\$12,599 due to 3 payrolls in July and seasonal work, Repairs/Maint/Utilities AB \$2,322
Pool	001	4035	16,365	2,128	9,877	60.35%	7,149	Management Contract AB \$7,386 due to July payment to YMCA to manage pool
Cemetery	001	4050	156,727	26,126	32,226	20.56%	6,099	Wages and Benefits (including work comp) AB \$8,957 due to 3 payrolls in July and seasonal work, other accounts under budget
Clerk/Treas	001	6020	683,746	113,980	216,715	31.70%	102,735	General Insurance AB \$81,359, Staff Development AB \$7,033 Training and Association Dues
								Other Contractual Services AB \$27,604 due to payments made to outside entities - WEDG, Main Street, Paws and More
TTL General Fund			3,494,253	582,492	736,522	21.08%	154,030	General Fund is ahead of budget mainly due to having 3 payrolls in July, Work Comp Premiums, General Insurance Payments and payments to outside entities all within the few months of the fiscal year
				Fiscal Year 15 August		21.77%		
AIRPORT GENERAL FUND								
	002	2080	518,468	86,429	180,058	34.73%	93,629	Wages and Benefits (including work comp and general insurance) AB \$4,171 due to 3 payrolls in July, Fuel Expense AB \$84,136
								Ground Maint and Repair AB \$8,871
								Fuel sales \$193,129 vs. expense \$154,983 = +\$38,146
ROAD USE								
	110	2010	845,030	140,866	210,829	24.95%	69,963	Wages and Benefits (including work comp) AB \$11,559 due to 3 payrolls in July, Seal Coat Program AB \$78,370 other categories under budget
ENTERPRISE/UTILITY FUNDS								
Water Plant								
	600	8010	1,260,087	210,057	131,935	10.47%	(78,122)	Wages and Benefits (including work comp and general insurance) AB \$8,502 due to 3 payrolls in July, Contractual services AB \$2,096;
								Chemicals AB \$2,535; other accounts under budget
Water Distr								
	600	8012	542,619	90,455	74,889	13.80%	(15,566)	Wages and Benefits (including work comp) AB \$3,003 due to 3 payrolls in July, Other accounts under budget
TTL Water Utility								
			1,802,707	300,511	206,824	11.47%	(93,688)	
Sewer Plant								
	610	8015	1,296,120	216,063	126,151	9.73%	(89,913)	Wages & Benefits (Including General Insurance and work comp) AB +\$36,244, Contractual Services AB \$1,169; Repairs/Maint/Utilities AB \$6,025
Sewer Collection								
	610	8017	757,504	126,276	289,084	38.16%	162,808	Wages & Benefits (including work comp) AB +\$1445, Transfers Out AB \$83,255 for Court House Sewer Sep project; other accounts under budget
TTL Sanitary Sewer								
			2,053,624	342,339	415,235	20.22%	72,896	AB \$81,833 for N 6th Ave Storm Sewer Project
Sanitation								
	670	8040	391,577	65,276	63,331	16.17%	(1,945)	Wages and Benefits (including work comp) AB \$1,511 due to 3 payrolls in July, other accounts under budget

SUMMARY:

The majority of funds are over budget due to having 3 payrolls in July, Work comp premium and installments the first half of the year, General Insurance premium and Payments to outside entities These payments will even out as the year continues.

The Washington County Relay For Life Committee would like to request the use of Sunset Park, particularly in the Rocket Slide area on Saturday, October 24, 2015 from 4:00 p.m. – 7:30 p.m. The actual event is from 5:00 p.m. – 7:00 p.m.

We would like to close the area at 4:00 p.m. to ensure that no one is injured from moving vehicles while setting up the event -

- a) This would close the West Main entrance, which would also close the Dog Park from people driving in.
- b) We would also ask to close the road running on the North side of the pool at the top to prevent cars coming down into the area. The committee would park their vehicles there to ensure no one parks there.
- c) Participants would be able to park at the pool parking and walk down to the event and park within the other areas of Sunset Park and walk over to the event. We could move the barricades in on the West Main Entrance to the beginning of the circle to allow for Handicapped Parking and would mark it as such.

The use of the park pavilions would be as such –

- a) East pavilion would be used for the Pumpkin Contest – people bringing their already carved, painted, decorated pumpkins in for judging.
- b) We would use the Southwest pavilion for our “Wrap a Mummy” area and move or request that an extra trash receptacle be placed there.
- c) The Northwest pavilion would play host to the “Little Snack Shack of Horror Treats” where we would have set up a small individual serving bake sale with hot chocolate and bottled water.
- d) The Northeast Pavilion would be our Lap Station where the participants of the costume judging contest would pick up their bead(s) and then walk by the judges located just to the East of the pavilion. We are asking that they walk at least 6 times around before they will be judged.

Park use other than pavilions –

- a) We will have a station for “Bobbing for Apples”
- b) Use the volleyball court for a “Halloween Cemetery”
- c) Decorations where we can feasibly put them

We will unblock the street and roadway once all our participants have safely left the area and our committee has removed all their decorations and set-up items which will take less time to tear down than setting up.

Secondly, after partnering last year with the Corn Country Cruisers to bring our event back to June which is the favorable time of the year for the event with our teams it was decided that we need to be a standalone event. Thus knowing that the first Saturday of June is Ridiculous Days and that the Corn Country Cruisers have their car show on the second Saturday, the Washington County Relay For Life Committee would like to request the use of Central Park on Saturday, June 18, 2016 for the annual American Cancer Society Relay For Life event. Our hours for the 2016 event would be from Noon to 10:00 p.m.

We would like to utilize the following areas:

- a) Central Park in whole
- b) Inside parking areas (both sides) all around the park (square). We would like to barricade these sections off the Friday evening before the event. Relay participants will begin sitting camps and food booths up in the morning so and we would like all vehicles to be moved from these areas by 11:30 a.m.
- c) Parking in the center on the outside from the crosswalk East to the intersection on West Washington Street (across from the Library East to across from Curves) to set up for the Mississippi Valley Regional Blood Drive bus. They would pull in from the East so all the open doors would be to the inside of the walking area. We will have people there to help them park and move out once the drive is completed. This would be in the morning and be completed by Opening Ceremonies so they would be leaving by 1:00 p.m.

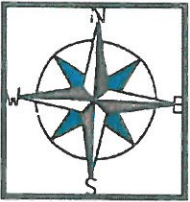
We would also request for:

- a) Extra trash receptacles placed around the park
- b) Extra picnic tables (6) placed on the East side of the square
- c) **If** the fountain is working in full operation that it be turned down on a lower setting. This helps with the announcements and speakers getting through the park.
- d) That we may use the bandstand, technical equipment for our speakers and entertainment.
- e) Use of the band chairs for the survivors to sit on during speakers.

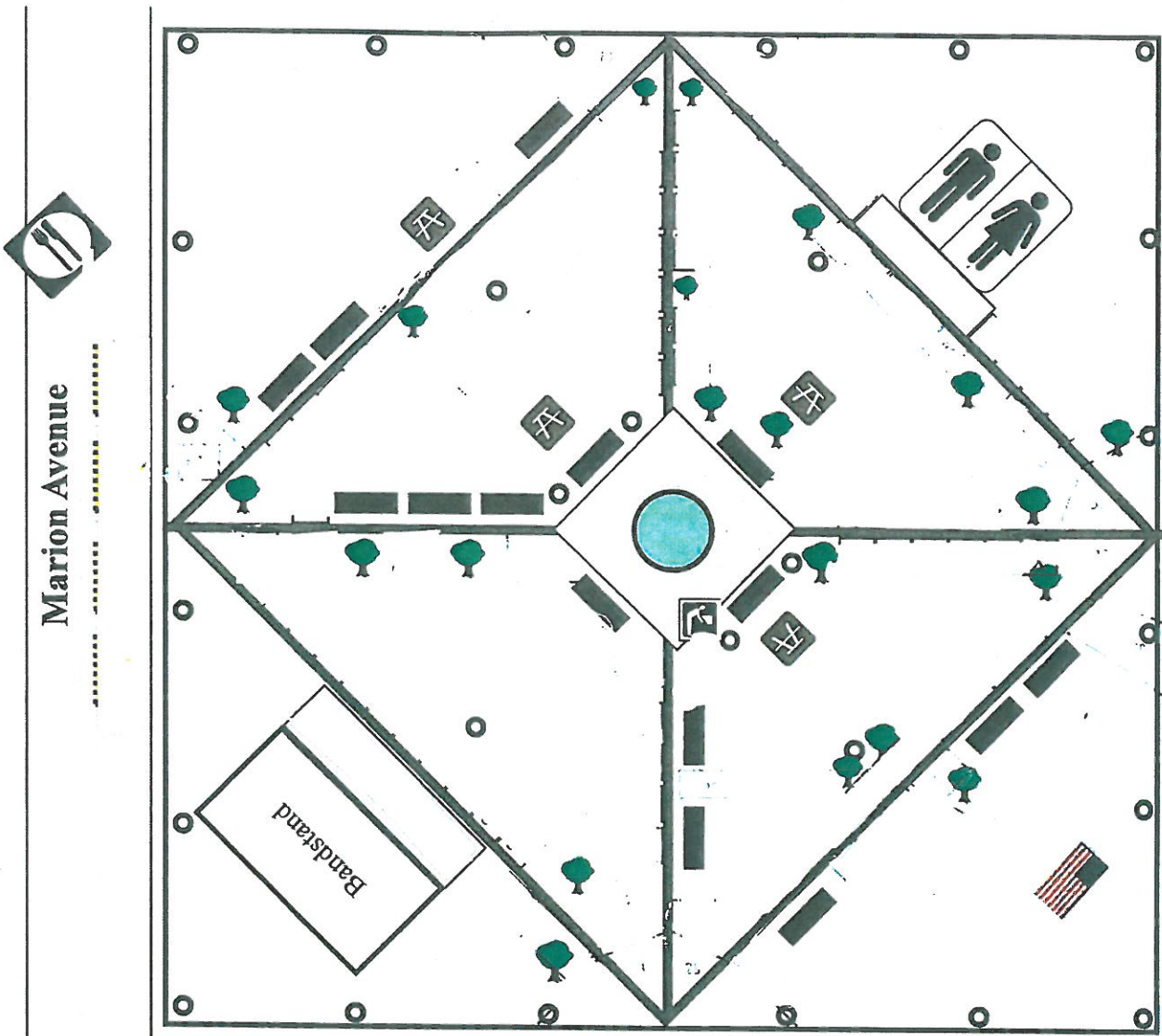
We will have:

- a) Dumpsters to hold the trash generated by the event
- b) Clean up crew (committee members) to make sure the park is cleaned up after the event and take down the barricades and open the streets back up to traffic after the close of the event.
- c) Food vendors located on the East side of the park on the concrete apron and serve inward toward the park. Hopefully sitting up on the East side will allow afternoon shade for them as the sun moves West.
- d) Team campsites around the park but will check with the Park Superintendent if there are areas in the park at the time of the event we need to avoid heavy traffic to eliminate further damage too.

*Deb Tison
Event Chair*



Main Street



Marion Avenue

Iowa Avenue

Washington Street

The standard booth size is 10ft. X 10ft.

○ Light Poles have electric outlets

● Trees

■ Park Bench

⌘ Picnic Table

⌘ Water Fountain has water spigot for hose attachment

Created by and property of the Washington Chamber of Commerce

Updated 9/6/14



Aerial View of Sunset Park (Rocket Slide Area)



Walking Trail would be on the pathway that circles the rocket slide/valley ball court area.



September 8, 2015

Dear Washington City Council,

On behalf of PAWS & More Animal Shelter, I thank you for allowing the 17th Annual PAWS & More Central Park Car Show, which was held on August 23rd, to take place in and around the town square. This annual event proves each year to not only be a wonderful fundraiser for PAWS & More, but overall, a great day for the community. I believe we had 124 cars register this year, and many of them were from out of town. This is exciting to bring so many visitors to Washington!

PAWS & More Animal Shelter would like to request the closing of the square to public parking as we have in past years for next year's show. As usual, it is scheduled to be held on the second to last Sunday of August. That falls on August 21, 2016.

Due to Corn Country Cruisers' excellent job of spreading the word about the show, we hope for next year's turn out to be even bigger! We once again ask for the south, west, and the inside halves of the north and east sides as well, to be closed off to public parking. I hand-delivered flyers this year to all the restaurants and businesses that this may have affected. They were all appreciative of the communication and supportive of the Car Show.

Please let me now if we need to appear at a council meeting, which we'll be glad to do, or if this can be approved through this written correspondence since it's been asked for and received year after year.

Sincerely,

A handwritten signature in blue ink that reads "Sheila Hanson".

Sheila Hanson
PAWS & More
Volunteer Board President

From: Dave Hoffman [mailto:dhoffman@washington.k12.ia.us]
Sent: Thursday, September 03, 2015 9:58 AM
To: Illa Earnest
Subject: Lincoln Bike-a-thon

Illa- Would it be possible to have a rain date of Sept. 25 (one week later)? Hopefully this will not be an issue and we will do everything possible to get it in.

Thanks.

David Hoffman, Principal
Lincoln Elementary School
606 South 4th Avenue
Washington, Iowa 52353
319-653-3691

Washington Fire Department

To: Washington City Council

Subject: Fire Truck Purchase

After receiving bids from two reputable fire truck apparatus manufactures. It is the recommendation of the Washington Fire Department to approve and accept proposal from Heiman Fire Equipment and Charles Capper Auto Center. Heiman Fire Equipment was the higher of the bids, but there are couple items that make up \$1500 difference and we already do business with their company. Having a local salesman is also a plus.

Tom Wide



Washington Fire Chief

City of Washington
Brush Truck Bid Tab
September 2015

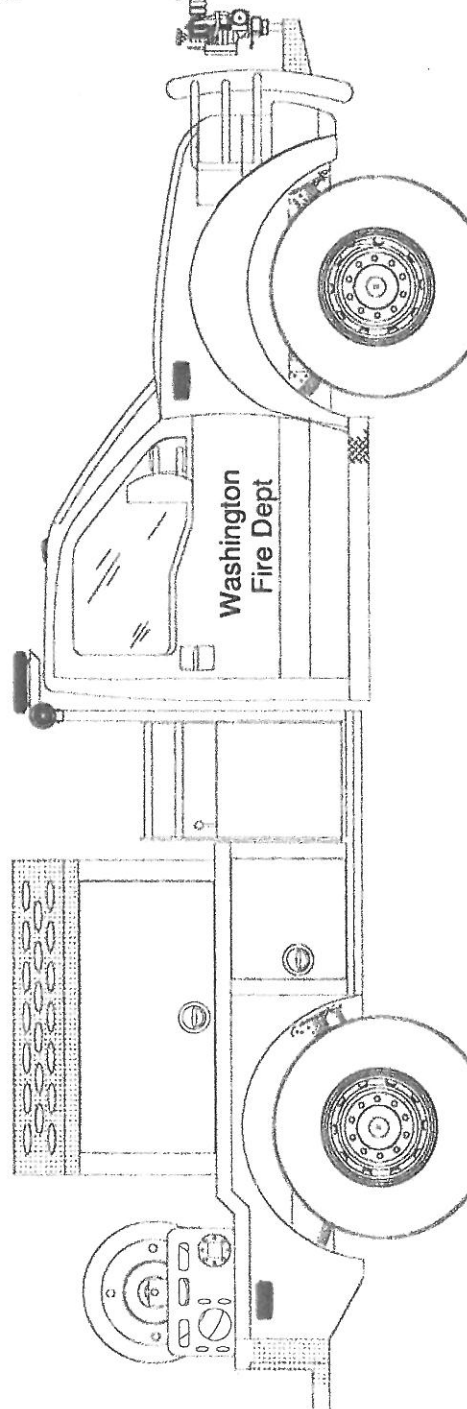
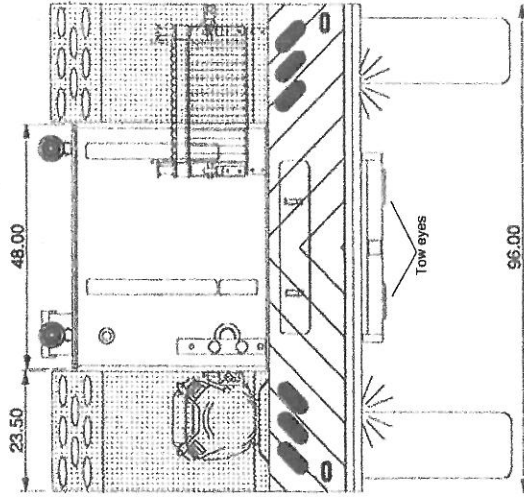
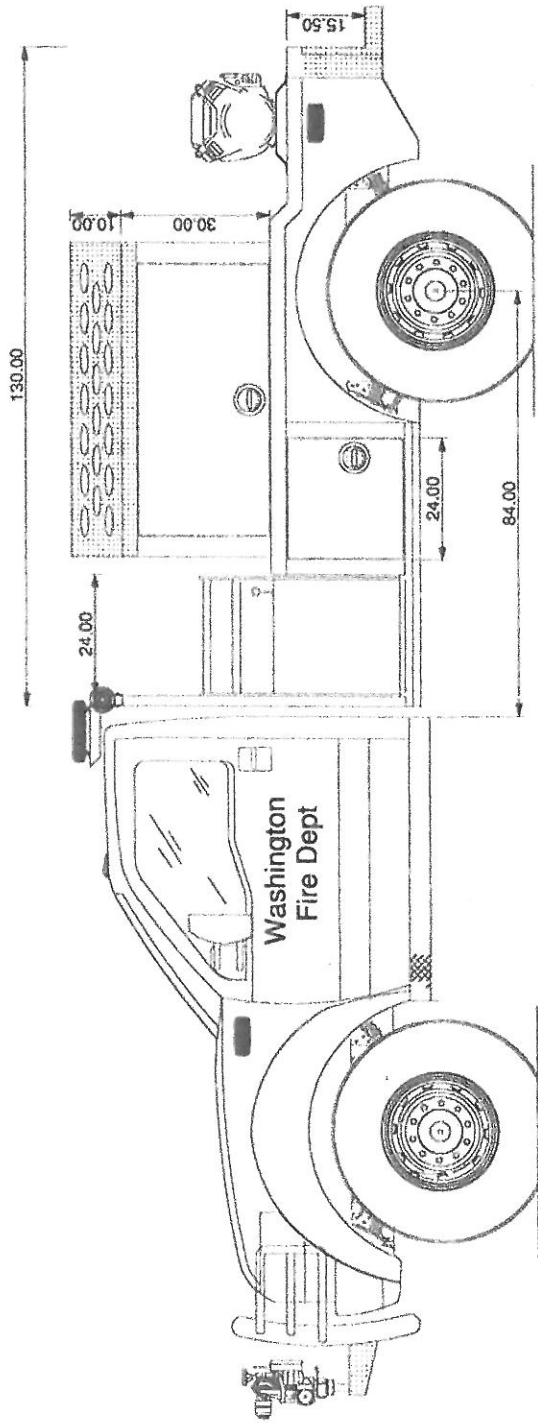
<u>Chassis Bids</u>	<u>Vendor</u>	<u>Price</u>	<u>Recommendation</u>
2016 Ford F-550	Charles Capper Auto Center	\$43,014.00	X
2016 Ford F-550	Heiman Fire Equipment	\$46,029.00	
2016 Ford F-550	Midwest Fire	\$46,793.00	

Brush Truck Fire Body

Brush Truck Body	Heiman Fire Equipment	\$99,751.00	X
Brush Truck Body	Midwest Fire	\$94,264.00	

Total Price: \$142,765.00

Budgeted Amount: \$150,000.00
\$125K General Obligation Bond
\$25k Riverboat Foundation Grant



Washington fire Dept

6/29/15

84" C/A



*Dimensions shown are subject minor deviations during construction.

Development Services Department
215 East Washington Street
Washington, IA 52353
319-653-6584



MEMO

To: Brent Hinson
From: Keith Henkel, Engineering Technician
Date: 10/11/2015
Re: Manhole Inspection Equipment Request

Brent,

After reviewing how we are currently collecting the data on our city's manhole inspections I believe we should reconsider our approach. As of now we are collecting our data on a paper copy in the field. For us or Fox to conduct any analysis of this data is going to be very time consuming and leave us open to missing data as it is manually reviewed. I have spoken with Fox about this issue and they are in agreement that this data needed to be in a form that can hold a level of smart data to allow us to use the computer for analyzation of the data. The current software we are using for our pipeline inspection, PipeTech, offers a package that will allow us to accomplish this goal. PipeTech Mobile is a package that will supply use the hardware and software to collect the data on the manhole inspection in a useable form for analysis. It is my opinion that we should go with a standalone unit instead of adding a module to the existing camera trailer. I believe if this software is added to the camera trailer that will severely hinder the time it take us to collect the data. I have discussed this option with JJ Bell and Fox and they are both in agreement with me on recommending the standalone unit. The quotes for both options are attached. It would also be my recommendation to purchase a Lifeproof brand case for the tablet. The cases are \$99.99 but will protect the unit from a impact or dust and are also waterproof. The total cost for the standalone unit including hardware and software would be \$5,094.99.

Thank You,

A handwritten signature in black ink, appearing to read "Keith Henkel".

Keith Henkel

Peninsular Technologies, LLC

555 Ada Drive SE
P.O. Box 728
Ada, MI 49301 USA

Voice: (616) 676-9811
Fax: (616) 676-9818

Quotation

Quote Number: 150903002
Quote Date: September 3, 2015

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

Customer ID	Good Thru	Payment Terms	Sales Rep
	10/4/2015	2%10, Net 30 Days	6460

Qty	Item	Description	Unit Price	Amount
1	PipeTech-Mobile	PipeTech Mobile (untethered). Software and 1 tablet (ipad or android), unlimited users. Includes cloud-based data storage and support for 12 months.	\$4,995	\$4,995
			Subtotal	\$4,995
			Sales Tax	
			Total	\$4,995

Peninsular Technologies, LLC

555 Ada Drive SE
 P.O. Box 728
 Ada, MI 49301 USA

Voice: (616) 676-9811
 Fax: (616) 676-9818

Quotation

Quote Number: 150903001
 Quote Date: September 3, 2015

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

Customer ID	Good Thru	Payment Terms	Sales Rep
	10/4/2015	2%10, Net 30 Days	6460

Qty	Item	Description	Unit Price	Amount
1	Scan-manhole	Add-on Manhole module for 1 existing PipeTech Scan 6.x license. MACP v6.0 certified.	\$1,750	\$1,750
Subtotal				\$1,750
Sales Tax				
Total				\$1,750

CITY OF WASHINGTON, IOWA
Sewer Enterprise Fund

	Growth Assumptions		SEWER REVENUE ADJUSTMENTS										SEWER REVENUE ADJUSTMENTS					
	Audited	Audited	Audited	Audited	Pre-Audit	Budget	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24				
Sewer Usage	0.00%																	
Operating Expenses	3.00%																	
Interest Rate	0.25%																	

	Audited	Audited	Audited	Audited	Pre-Audit	Budget	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24				
Rate per 100 CF	\$1.27	\$3.50	\$3.00	\$3.15	\$3.31	\$3.47	\$3.65	\$3.83	\$4.02	\$4.22	\$4.37	\$4.52	\$4.68	\$4.84				
Base Rate Fee per User	\$5.50	\$35.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$31.05	\$32.14	\$33.26	\$34.42				
Sewer Project Fee	\$12.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Avg. Number of Customers	2,911	2,911	2,911	2,911	2,911	2,911	2,911	2,911	2,911	2,911	2,911	2,911	2,911	2,911				
Avg \$/100 CF (without Base)	\$1.16	\$3.18	\$3.00	\$3.15	\$3.31	\$3.47	\$3.65	\$3.83	\$4.02	\$4.22	\$4.37	\$4.52	\$4.68	\$4.84				
Avg \$/100 CF (with Base)	\$3.64	\$7.28	\$6.47	\$6.89	\$7.33	\$7.61	\$7.78	\$7.96	\$8.15	\$8.35	\$8.63	\$8.92	\$9.22	\$9.54				

Consumption (100 cubic ft)	Total Sewer Usage	7	276,801	276,801	290,758	276,801	276,801	276,801	276,801	276,801	276,801	276,801	276,801	276,801	276,801	276,801	276,801	276,801
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OPERATING REVENUES	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
Usage Fees	\$320,179	\$894,712	\$906,544	\$915,888	\$925,166	\$961,295	\$1,009,360	\$1,059,828	\$1,112,819	\$1,168,460	\$1,209,357	\$1,251,684	\$1,295,493	\$1,340,835														
Base Rate Fees	192,126	1,222,620	1,047,908	1,047,908	1,047,908	1,047,908	1,047,908	1,047,908	1,047,908	1,047,908	1,084,584	1,122,545	1,161,834	1,202,498														
IRE Treatment Agreement	0	0	0	40,235	55,503	96,000	96,000	96,000	96,000	96,000	96,000	96,000	96,000	96,000														
Sewer Project Fees	494,595	46,415	463	230	156	0	0	0	0	0	0	0	0	0														
Special Assessment	405	0	405	400	0	0	0	0	0	0	0	0	0	0														
Taxes	1,200	0	0	0	0	0	0	0	0	0	0	0	0	0														
Refunds	949	0	46,562	555	0	0	0	0	0	0	0	0	0	0														
Miscellaneous Revenues	1,425	2,083	3,499	20,440	2,998	600	600	600	600	600	600	600	600	600														
Total Operating Revenues	\$1,010,879	\$2,165,829	\$2,005,381	\$2,025,656	\$2,031,731	\$2,105,803	\$2,153,868	\$2,204,336	\$2,257,327	\$2,312,968	\$2,390,541	\$2,470,829	\$2,553,927	\$2,639,933														

OPERATING EXPENSES	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
Personnel	\$418,212	\$457,463	\$485,779	\$497,072	\$517,893	\$586,033	\$603,614	\$621,722	\$640,374	\$659,585	\$679,373	\$699,754	\$720,747	\$742,369				
Group Insurance	58,836	54,746	47,192	56,099	79,762	93,967	101,484	109,603	118,371	127,841	140,625	154,688	170,156	187,172				
Repairs & Maintenance	50,759	62,051	63,237	\$95,804	\$81,394	\$106,500	\$109,695	\$112,986	\$116,375	\$119,867	\$123,463	\$127,167	\$130,982	\$134,911				
Utilities	89,539	54,469	127,945	135,142	140,803	163,100	176,148	190,240	205,459	221,896	239,647	258,819	279,525	301,887				
Contractual	3,326	3,487	10,481	\$16,271	\$34,526	\$21,475	\$22,119	\$22,783	\$23,466	\$24,170	\$24,895	\$25,642	\$26,412	\$27,204				
Commodities/Other Supplies	38,549	35,868	36,992	\$45,883	\$73,960	\$100,050	\$103,052	\$106,143	\$109,327	\$112,607	\$115,985	\$119,465	\$123,049	\$126,740				
Operating Supplies/Misc	10,073	0	(1,801)	(\$3,236)	(\$1,820)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Chemicals	20,826	26,128	22,417	\$19,710	\$21,925	\$30,000	\$30,900	\$31,827	\$32,782	\$33,765	\$34,778	\$35,822	\$36,896	\$38,003				
Additional O & M expenses- New WWTP	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Total Operating Expense	\$690,120	\$694,212	\$792,242	\$862,746	\$948,444	\$1,101,125	\$1,147,012	\$1,195,304	\$1,246,155	\$1,299,732	\$1,358,767	\$1,421,356	\$1,487,766	\$1,558,286				
NET OPERATING REV	\$320,759	\$1,471,617	\$1,213,139	\$1,162,910	\$1,083,287	\$1,004,678	\$1,006,856	\$1,009,032	\$1,011,172	\$1,013,236	\$1,031,774	\$1,049,473	\$1,066,161	\$1,081,647				
Interest on Reserves	0	0	0	0	0	0	3,406	3,991	3,857	3,785	3,763	3,806	3,901	4,058				
Revenue for Debt Service	\$320,759	\$1,471,617	\$1,213,139	\$1,162,910	\$1,083,287	\$1,004,678	\$1,010,261	\$1,013,022	\$1,015,029	\$1,017,022	\$1,035,537	\$1,053,278	\$1,070,062	\$1,085,705				

Sewer Debt Service	31	32	33	34	35
Series 2011 SRF Bonds-WWTP (re-structured)	\$0	\$176,988	\$540,220	\$567,161	\$529,774
Series 2012 SRF Bonds- West Side Interceptor	0	13,832	144,078	153,355	151,259
2009 GO Bond- Sewer Share	0	0	0	13,630	30,519
Sewer Camera Capital Lease	\$0	\$0	\$35,577	\$35,577	\$35,577
Total Debt paid by Sewer	\$0	\$190,820	\$719,874	\$769,723	\$747,129

Debt Service Coverage	31	32	33	34	35
Series 2011 SRF Bonds-WWTP (re-structured)	\$522,305	\$788,055	\$788,063	\$787,680	\$787,908
Series 2012 SRF Bonds- West Side Interceptor	151,443	151,298	151,088	151,813	151,440
2009 GO Bond- Sewer Share	60,000	60,000	60,000	60,000	60,000
Sewer Camera Capital Lease	\$0	\$0	\$0	\$0	\$0
Total Debt Coverage	\$733,748	\$999,353	\$999,150	\$999,493	\$999,348
Total Debt Service	\$733,748	\$999,353	\$999,150	\$999,493	\$999,348
Debt Service Coverage	1.00	1.00	1.00	1.00	1.00

The SRF covenants state the City must have at least 1.10x (Revenue Debt only)

CITY OF WASHINGTON, IOWA

Sewer Enterprise Fund

Exhibit 1

SEWER REVENUE ADJUSTMENTS

	Audited		Audited		Pre-Audit		Budget		Projected		Projected		Projected		Projected		
	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	Per CF	Per CF	
Growth Assumptions																	
Sewer Usage	0.00%														5.00%	5.00%	5.00%
Operating Expenses	3.00%														5.00%	5.00%	5.00%
Interest Rate	0.25%														5.00%	5.00%	5.00%

	Audited		Audited		Pre-Audit		Budget		Projected		Projected		Projected		Projected	
	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	Per CF	Per CF
Net Revenues/ Revenue Debt	36	7.71	1.69	1.54	1.51	1.48	1.50	1.08	1.08	1.08	1.10	1.12	1.14	1.16		
Net Revenues/All Debt	37	7.71	1.69	1.51	1.45	1.36	1.38	1.01	1.02	1.02	1.04	1.05	1.07	1.09		

CASHFLOW AFTER DEBT	38	\$320,759	\$1,280,797	\$493,265	\$393,188	\$336,158	\$276,600	\$276,514	\$13,670	\$15,879	\$17,529	\$36,190	\$54,563	\$70,467	\$86,783	
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Capital Outlays (non-613)	39	\$0	(\$162,048)	(\$616,148)	(\$50,205)	(\$413,008)	(\$250,000)	(\$250,000)	(\$250,000)	(\$200,000)	(\$200,000)	(\$200,000)	(\$200,000)	(\$200,000)	(\$200,000)	
Other cash (uses)/sources	40	89	132	3	(3)	1	0	0	0	0	0	0	0	0	0	
Grant Monies	41	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Bond Proceeds-2009 G.O. Bond	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Bond Proceeds-SRF	43	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transfers (to)/from Restricted/TIF	44	0	0	0	12,235	(350,000)	(477,407)	25,000	40,596	65,596	65,596	65,596	65,596	65,596	65,596	
TRF (to)/from Other Funds (Non Sewer CP/Snk)	45	0	(1,235,431)	(10,826)	(33,065)	(351,344)	(15,425)	(15,425)	(15,425)	(15,425)	(15,425)	(15,425)	(15,425)	(15,425)	(15,425)	
Annual Surplus/ (Deficit)	46	\$277,348	\$45,497	\$320,394	(\$243,793)	(\$415,390)	(\$638,239)	\$36,089	(\$211,159)	(\$183,950)	(\$113,639)	(\$95,266)	(\$79,362)	(\$63,046)		

Beginning Cash Balance	47	\$1,146,677	\$1,424,024	\$1,469,522	\$1,789,915	\$1,546,122	\$1,130,732	\$492,494	\$528,583	\$317,423	\$133,473	(\$48,826)	(\$162,466)	(\$257,731)	(\$337,093)	
Ending Cash Balance	48	\$1,424,024	\$1,469,522	\$1,789,915	\$1,546,122	\$1,130,732	\$492,494	\$528,583	\$317,423	\$133,473	(\$48,826)	(\$162,466)	(\$257,731)	(\$337,093)	(\$400,139)	
Cash % of O&M (net of depr)	49	206%	212%	226%	179%	119%	45%	46%	27%	11%	-4%	-12%	-18%	-23%	-26%	

Sewer Capital Outlays		Audited		Audited		Pre-Audit		Budget		Projected		Projected		Projected		Projected	
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	Per CF	Per CF
321 W. Tyler Sanitary	50																
Highland Avenue Storm Sewer, Phase 2	51			22,178	75,000												
Highland Avenue Storm Sewer, Phase 3	52					18,097	99,670										
General Sewer Lining & Separation	53			66,371	31,807	301,663	568,496	250,000	250,000	250,000	200,000	200,000	200,000	200,000	200,000		
TRF to Swr Cap Proj 613- Future Lining	54				363,193												
Old Plant Demo	55				7,148	37,642	100,000										
E. 7th St. Sewer Separation	56																
Lift Station Improvements	57					38,002	179,198										
W. Van Buren Egg Sewer Repairs - C to D Ave.	58																
Industrial Park Sewer	59																
ACH Foam Detention	60				139,000												
Misc Storm Sewer Projects	61																
Vehicles	62			28,449													
Sewer Camera	63			0	0	TRF to 200											
Equipment	64			43,500	0	45,050											
Miscellaneous	65			0	0	0											
Total	66	\$43,500	\$0	\$162,048	\$616,148	\$430,372	\$981,504	\$250,000	\$250,000	\$250,000	\$250,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

*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

September 11, 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: FOX I/I Services Agreement

As the Council is aware, I requested a proposal from FOX Engineering for services related to the reduction of inflow/infiltration (I/I) into the sanitary sewer system. I believe they have prepared a very well thought-out proposal that is very comprehensive in nature. We would focus on the Southeast Drainage Basin, which includes all of the area that ultimately goes into the Southeast Interceptor Sewer, including the far northeast area of town (see map following FOX's proposal for additional details).

The Southeast Drainage Basin examination services would include mapping of the entire area, manhole inspections, review of televising footage, smoke testing of the entire basin, modeling of the system, and production of a detailed report. The report is expected to be completed by March 4, 2016. One item the proposal mentions, but that we would not utilize, is having FOX do the manhole inspections. Our crew would do this work, which would save \$30,500. Therefore, the proposed services at this time are \$111,500. The services at this time do not include flow monitoring. I know this may be different than what some of you may expect, so I asked FOX to provide an explanation for their methodology, and an email from Steve Soupier of FOX detailing this follows their proposal.

As an important part of the services FOX proposes to provide, our crew would be televising the entire basin this fall. In order to expedite this process and to get the most out of our televising, we have sought proposals to clean all of the sewers in the basin. We solicited proposals from four firms, but only received one, from Hydro-Klean. They are the company that helped in this same process two years ago in the north-central and west-central areas of town. They have actually given us the same price per foot as we got then, at \$0.97/lineal foot. The total projected amount for cleaning is \$48,500.

Finally, to move the process of manhole inspections along, we are proposing to purchase the software from our sewer camera vendor to allow for automating the process. We believe this is important, as it will allow for much more efficiency in inspecting the manholes in the basin (there are an estimated 230, and a crew of 2 can usually average 10-12 inspections per day). This proposed expense is \$5,095. Keith has provided a memo that provides additional information on this purchase.

I have spent quite a bit of time examining the immediate financial impact of these proposed expenditures, and it can be summed up with: "It hurts". However, I believe the items we have presented here represent the most efficient and effective way to get a handle on the very real problems being experienced in the southeast basin, and believe it is essential that we get moving on them sooner rather than later. All of the things proposed here would bring the estimated fund balance at 6/30/16 down to \$492,494, assuming completion of all of the existing projects under contract within the current fiscal year. This is still a respectable fund balance, but we will have review our rate model at budget time in January in light of the many unexpected changes that have been made during this fiscal year. With the planned 5% per year increases on usage only, we would project to drop into a negative fund balance by 6/30/20. The rays of hope I can offer is that because it is unknown at this time how much additional revenue will be received from the new IRE treatment agreement, we have not included any increase in revenue into our rate model. We also may be able to re-examine our planned bond issuances in future years to structure things to allow for issuance of General Obligation bonds for I/I projects. Finally, a relatively small upward adjustment in rate assumptions for the next two years would be enough to keep the fund sustainable for the long term.

I look forward to discussion at the meeting.

Brent Hinson

From: Steven Soupir
Sent: Friday, September 11, 2015 3:01 PM
To: 'Brent Hinson'
Cc: 'Rob Baker'
Subject: 204515A - SE Drainage Basin Flow Monitoring

Brent,

In summary, flow monitoring is a tool for helping determine system performance. However, it is the opinion of FOX Engineering that it tends to be more expensive than other collection system evaluation options without the direct result of producing actual I&I locations for further evaluation. Even if flow monitoring is completed, other evaluation options will generally need to be completed to determine the source of high I&I. Considering that the basic sanitary sewer collection system components are not generally known in the SE drainage basin (i.e. pipe elevations, pipe sizes, number of pipes in each manhole, etc.), it is our experience that this information is critical in developing a flow monitoring program that will provide the best information possible for the cost to complete. Flow monitoring results can be highly variable and depend largely on the location of the flow monitoring equipment, the type of equipment used, and the weather conditions during the monitoring process. If larger storm events do not occur during the monitoring, the work can be expensive with little to no valuable information obtained.

In discussions with the City staff to date, the relative importance of evaluating the system as quickly as possible was relayed as well as the importance of completing projects that will make an impact as soon as possible. It is the opinion of FOX Engineering that the evaluation methods included in the task order will provide the City a basis for evaluating their system conditions in the SE Drainage Basin going forward. As flow monitoring is not generally completed until the spring of each year, a considerable amount of this work can be completed prior to the spring of 2016 to determine if flow monitoring is warranted. Flow monitoring may be an evaluation method for the SE Drainage Basin in the spring of 2016 or 2017, depending on the evaluation of the system that can be completed by these other methods, at which time a scope of work for flow monitoring can be developed.

Please let me know if you need any further information in regard to this, or any other aspect of the task order we've presented. Please feel free to call me if you would like to discuss further.

Thank You,

Steven Soupir, P.E., CFM

FOX Engineering Associates, Inc.

414 South 17th Street | Suite 107 | Ames, IA 50010

Office | 515.233.0000 | Cell | 515.451.7498

www.foxeng.com

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2015.0.6125 / Virus Database: 4409/10606 - Release Date: 09/09/15

Task Order

In accordance with paragraph 1.01 of the Master Agreement between Owner and Engineer for Professional Services dated May 1, 2013 ("Agreement"), Owner and Engineer agree as follows:

Specific Project Data

- A. Title:** Sanitary Sewer Collection System Evaluation - Washington, Iowa
- B. Description:** The City of Washington is under a Consent Order from the IDNR to reduce inflow and infiltration (I/I) or eliminate the sanitary sewer overflows. FOX Engineering will perform a study and prepare a summary report addressing the condition and capacity of the existing sanitary sewer system in the Southeast Drainage Basin. Services to be provided include the following:
- FOX will provide an updated sanitary sewer map which organizes known information about this area of the collection system as well as information gathered from review of televising video, manhole inspections, and smoke testing.
 - FOX will provide field personnel to work with City personnel to perform manhole inspections, smoke testing, and other additional field services authorized by the City. The FOX Engineering will assist the city in coordinating FOX personnel with the city staff and resources for this work.
 - Using the map information, FOX will create a sanitary sewer model using field information to prioritize various collection system improvements.
 - FOX will provide a report that will summarize the evaluations information gathering, documentation, modeling efforts, as well as provide a prioritized list of capital improvements and approximate budget costs for the highest priority improvements.
 - If recommended and approved by the City, FOX will provide additional engineering and field services related to the storm sewer flooding and sanitary sewer dye testing.

This Task Order includes engineering services related to the collection system I&I evaluation in the Southeast Drainage Basin. However, it does not include design or construction phase services.

- 1. Services of Engineer** - Services of Engineer for this Task Order No. 2045-15A shall be as per Exhibit A of the Master Agreement except as modified below (*Paragraph and Sub-paragraph numbering below coincides with the particular Paragraph and Sub-paragraph numbering of Exhibit A of the Master Agreement for which modifications are hereby made*):

Part 1 -- Basic Services

A1.01 Study and Report Phase – As per Exhibit A, but with the following additions or modifications:

A1.01.A. Add the following paragraphs:

8. General Consultation Services:
 - a. Provide general consultation services for the sanitary sewer collection system as requested by the City of Washington.
9. Data Collection and Kick-off Meeting:
 - a. Collect information available from City Staff

- b. Develop meeting agendas, meeting minutes, and attend up to 6 meetings with the City to relay progress on the project as well as to evaluate key elements of the work as the project progresses.

10. Southeast Drainage Basin Sanitary Sewer Mapping:

- a. Develop a sanitary sewer collection system map based on information provided by the City including available City GIS files and AutoCAD files. The mapping shall include the Southeast Drainage Basin of the sanitary sewer collection system.
- b. FOX will incorporate the city's field survey information of sanitary sewer manhole locations and manhole rim elevations previously provided in the AutoCAD mapping format. Additional information from each sanitary sewer manhole will be obtained during manhole inspections. Mapping will be supplemented by field survey information as necessary and will be completed by the City of Washington.
- c. Mapping data will be further updated by FOX after completion of manhole inspections and observations to provide a comprehensive sanitary sewer collection system map of the Southeast Drainage Basin.
- d. City will evaluate areas of conflict or missing information during the mapping development process as well as assist FOX with the development of mapping information. The City will conduct field observation, survey, or other means necessary to rectify conflicts, missing information, or other data as is required to complete the collection system mapping in the Southeast Drainage Basin.

11. Southeast Drainage Basin Sanitary Sewer Manhole Observations:

- a. Mapping will incorporate the manhole rim elevations in the AutoCAD mapping provided by the City. Additional information from each sanitary sewer manhole will be obtained during manhole inspections. The information gathered during the inspection including invert measure downs, pipe materials, and pipe sizes, will be documented for further tabulation by FOX. Manhole inspections are to be completed in the Southeast Drainage Basin.
- b. Each manhole will be observed for its performance condition so that potential repairs or improvements can be included in the City's planned infrastructure improvements. Actual pipe elevations will be obtained by measuring down to pipe flow lines while structures are open during the observation process. This information will then be correlated to the City's available information indicating rim elevations. The City will be responsible for exposing any buried manholes in pavement or in fields. The City will provide one staff member to assist FOX with this task. For budgeting purposes, FOX Engineering has assumed approximately 260 manholes in the Southeast Drainage Basin. Each manhole observation will have a documented observation report indicating the relative conditions of the manhole and indicate possible repair requirements. In addition, each manhole will be photographed with the corresponding manhole numbering system approved by the City for incorporation into the project. Manhole inspection reports completed by the City will be provided to FOX Engineering for incorporation into a sanitary sewer manhole database. For this Task, FOX will provide a two-person field technician crew for up to 11 days.

12. Southeast Drainage Basin Sanitary Sewer Pipe Televising Review:

- a. The City has provided information for areas of the collection system that have been televised.
- b. The City has indicated that they will be doing more sewer cleaning and televising for remainder of the sanitary sewer collection system.

- c. For budgeting purposes, we've assumed that this Task includes approximately 65,000 lineal feet of sanitary sewer in the Southeast Drainage Basin of televising video. This video will be reviewed based on televising reports at targeted locations relative to the condition of the sanitary sewer. For purposes of this scope of work, it is assumed that FOX Engineering will review approximately 25% of the televising video, or approximately 16,000 lineal feet. The City will develop a database of information relative to the televising reports for FOX to use in analysis of the televising data.
13. Southeast Drainage Basin Smoke Testing:
- a. This work includes smoke testing of the existing sanitary sewer system to identify cross connections and other assorted connections. FOX will provide smoke testing equipment and assist the City with notification of property owners. The City will provide two staff members to assist the FOX two-person crew with smoke testing. For budgeting purposes, we've assumed that FOX will provide a two-person crew for a period of approximately two weeks to complete smoke testing in the Southeast Drainage Basin. FOX will tabulate and provide a summary document of findings to the City.
14. Southeast Drainage Basin Sanitary Sewer Modeling:
- a. This work includes building a model of the sanitary sewer system using *Autodesk Storm and Sanitary Analysis* software. The model will be used to simulate dry weather and wet weather flows that can be correlated and calibrated to known flows metered at the wastewater treatment plant and throughout the sanitary sewer collection system. Where capacity issues are identified, proposed improvements will be modeled to determine their effectiveness. Sanitary sewer pipes 8-inches in diameter and larger will generally be included in the model and will include the Southeast Drainage Basin.
15. Southeast Drainage Basin Rehabilitation Report:
- a. This work includes development of sanitary sewer system rehabilitation alternatives in the Southeast Drainage Basin based on the findings of previous tasks. FOX will provide a report along with a prioritized list of recommended sanitary sewer improvements. Recommendations will include capital improvement projects as determined significant by the City of Washington based on collection system analysis and data collection. A preliminary budget for each of the recommended capital improvement projects will be provided.
 - b. Develop preliminary concept plans for sanitary sewer rehabilitation projects in the Southeast Drainage Basin based on gathered information and the projects outlined.

A1.02 Preliminary Design Phase - This phase is not applicable (not included in this Task Order).

A1.03 Final Design Phase - This phase is not applicable (not included in this Task Order).

A1.04 Bidding or Negotiating Phase - This phase is not applicable (not included in this Task Order).

A1.05 Construction Phase - This phase is not applicable (not included in this Task Order).

A1.06 Commissioning and Post-Construction Phase - This phase is not applicable (not included in this Task Order).

Part 2 -- Additional Services

A2.01 Additional Services Requiring Owner's Authorization in Advance - As per Exhibit A of the Master Agreement, except for services specifically identified in this document as part of the Basic Services.

A2.02.A Add the following paragraphs:

29. Storm Sewer Flooding:

- a. As requested and approved by the City of Washington, FOX will assist the City in developing a plan to complete storm sewer flooding at key locations within the sanitary sewer network to determine the extent of stormwater exfiltration from the storm sewer system into the sanitary sewer system.
- b. As requested and approved by the City of Washington, FOX will provide a two-person crew for three days to assist the City in implementing the storm sewer flooding program.
- c. The City will provide storm sewer mapping to allow coordination of storm sewer flooding planning and completion by FOX.

30. Sanitary Sewer Dye Testing:

- a. As requested and approved by the City of Washington, FOX will assist the city in developing a plan to complete dye testing at key locations within the sanitary sewer collection system to determine the existence of stormwater inflow from the storm sewer system into the sanitary sewer system.

2. Owner's Responsibilities - Owner Responsibilities for this Task Order shall be as per Exhibit B of the Master Agreement and as modified below (*Paragraph and Sub-paragraph numbering below coincides with the particular Paragraph and Sub-paragraph numbering of Exhibit B of the Master Agreement for which modifications are hereby made*):

B.2.01.H As per Exhibit B, but with the following additional responsibilities:

- H. The Owner shall pay for all permit fees associated with the project. Such fees are not included in this contract.

B.2.01. Add the following paragraphs:

- R. Owner shall pay all costs associated with leasing or renting the testing equipment, including installation, set-up, power, and connections. Owner will provide the televising video and inspection reports in the PACP format.
- S. Owner shall provide all necessary traffic control during the course of the work.

3. Times for Rendering Services - shall be as follows:

Engineer and Owner are aware that there are factors outside the Engineer's control that may affect the Engineer's schedule for completing the services to be provided under this Agreement. The Engineer shall perform these services with reasonable diligence and expediency consistent with sound professional practices.

<u>Task</u>	<u>Anticipated Completion Date</u>
Data Collection and Kickoff Meeting	September 18, 2015
Manhole Observations	November 20, 2015
Pipe Televising Data Review	January 8, 2016
Sanitary Sewer Modeling	February 5, 2016
Evaluation Report	March 4, 2016

4. Payments to Engineer for Services and Reimbursable Expenses

Payments to Engineer shall be in accordance with Exhibit C of the Master Agreement. Specifically, Owner shall pay Engineer for services as follows:

Basic Services	Fee Basis	Amount
General Consultation	Standard Hourly Rates ¹	\$12,500
Data Collection and Kickoff Meeting	Lump Sum	\$5,500
Southeast Drainage Basin Sanitary Sewer Mapping	Lump Sum	\$12,500
Southeast Drainage Basin Sanitary Sewer Manhole Observations	Standard Hourly Rates ¹	\$30,500
Southeast Drainage Basin Sanitary Sewer Pipe Televising Review	Standard Hourly Rates ¹	\$15,500
Southeast Drainage Basin Smoke Testing	Standard Hourly Rates ¹	\$26,000
Southeast Drainage Basin Sanitary Sewer Modeling	Lump Sum	\$12,000
Southeast Drainage Basin Rehabilitation Report	Lump Sum	\$27,500
Additional Services		
Storm Sewer Flooding	Standard Hourly Rates ¹	\$10,500
Sanitary Sewer Dye Testing	Standard Hourly Rates ¹	\$12,500
<i>Total Estimated:</i>		<i>\$165,000</i>

Notes:

(1) Hourly amounts are estimated amounts and not maximums. Engineer will request written authorization from owner to continue such services should the accumulated hourly amounts charged for any given task or phase reach the estimated total amounts given above.

5. Engineer's Consultants: None

6. Other Modifications to Master Agreement:

The term of the Master Agreement is hereby extended to the completion date of the work under this Task Order if that should extend beyond the current term of the Agreement.

7. Attachments – Collection System Map Exhibit illustrating the Southeast Drainage Basin (Orange Area).

8. Documents Incorporated By Reference – Master Agreement between Owner and Engineer for Professional Services dated May 1, 2013.

Approval and Acceptance: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Agreement. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 2015.

Engineer

Steven J. Troyer 9-3-15
Signature Date

Steven J. Troyer, P.E.
Name

Principal
Title

Owner

Signature Date

Name

Title

Authorized Representative for Task Order:

Steven P. Soupir, P.E.
Name

Project Manager
Title

414 South 17th Street, Suite 107, Ames, IA 50010
Address

sps@foxeng.com
E-Mail Address

515-233-0000
Phone

515-233-0103
Fax

Authorized Representative for Task Order:

Brent Hinson
Name

City Administrator
Title

215 E. Washington Street
Address

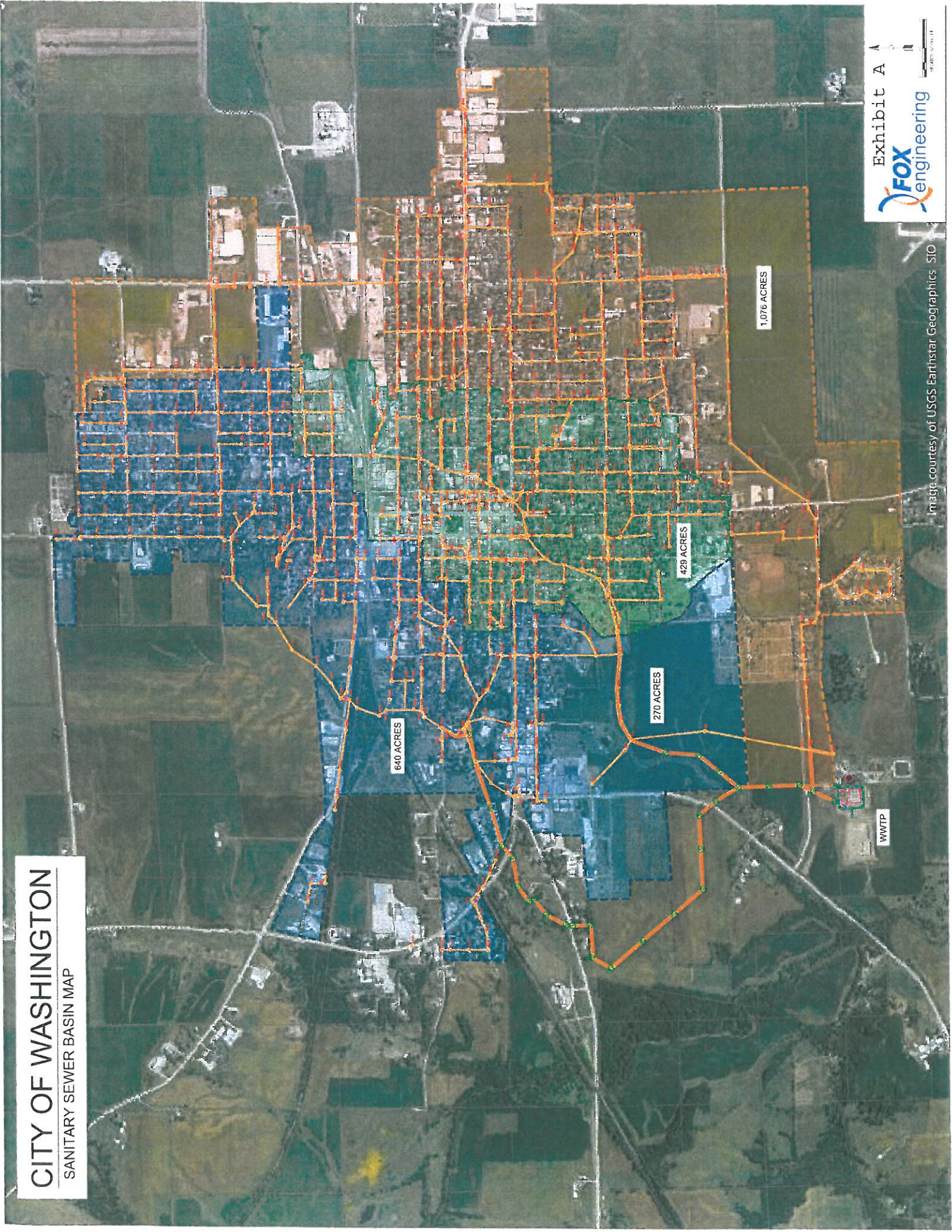
bhinson@washingtioniowa.net
E-Mail Address

319-653-6584 X134
Phone

319-653-5273
Fax

CITY OF WASHINGTON

SANITARY SEWER BASIN MAP





855-845-5326

Des Moines, IA

Mankato, MN

Rogers, MN

Sioux Falls, SD

Watertown, SD

PROPOSAL

Bill To: City of Washington
PO Box 516
Washington, IA 52353

Ship To: City of Washington
Po Box 516
Washington, IA 52353

Date	Expires
9/8/2015	11/7/2015
Hydro-Klean Quote Number	Delivery / Availability
QTE033728	Schedule Permitting
Prepared By	
Chad Sparks	
Freight On Board	
Des Moines, IA	
Terms	
Net 30	

Quantity	Units	Description	Price	Amount
----------	-------	-------------	-------	--------

Projected probable project cost to perform the following tasks on a unit cost basis:

- Clean approx. 50,000 ft of 8-24" of Sanitary Sewer Pipe.
- This project will be completed in two phases with the project being completed by November 6th.
- Water and disposal of material will be supplied by the customer at no charge to Hydro-Klean.

Variations in the work scope will require execution of a change order.

50000.00	Each	Sanitary Sewer Cleaning 8" - 24" Pipe	\$0.97	\$48,500.00
----------	------	---------------------------------------	--------	-------------

*NOTE: Proposal does not include any applicable taxes

Prepared By: Chad Sparks
 Approved By: Paul Govoni
 Accepted By: _____
 Title: _____

Title: Account Manager
 Title: Vice President
 Date: _____
 PO#: _____

*Total
\$48,500.00

RESOLUTION NO.

**A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDS
(Centennial Fountain Improvements)**

WHEREAS, the Park Board wishes to improve the Centennial Fountain in Central Park;
and

WHEREAS, the Park Board wishes to replace the Fountain's incandescent light fixtures
with LED fixtures to increase efficiency and flexibility; and

WHEREAS, the Park Board wishes to add sound capabilities for greater enjoyment of the
Fountain; and

WHEREAS, the Council supports these objectives and sees the value to the City in
applying for grant funds to defray some of the costs of the project:

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

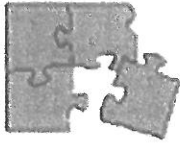
Section 1. The City Council endorses the submission of an application for grant funds
from the Washington County Riverboat Foundation in the amount of \$14,682.00 for
improvements and the City Park Gift Fund to provide \$3,670.00 as local match.

PASSED AND APPROVED this 15th day of September, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk



W · C · R · F

WASHINGTON COUNTY
RIVERBOAT FOUNDATION

Page 1 of 5
April 2015

GRANT APPLICATION

Applicant Organization Information:

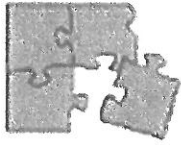
1. Applicant Organization: CITY OF WASHINGTON PARKS
2. Mailing Address: 215 East Washington Street
3. City, State, Zip: Washington IA 52353
4. Federal Tax ID#: 426005318
5. Date (Year) Organized: 1839
6. Website: www.washingtoniowa.net
7. Tax Exempt Category: 501c(3), 501c(4), 501c(6), School District
(Check only one) City/County Gov't, Other:
8. Applicant has read and agrees with the current grant guidelines: Yes No
(Grant App. Guidelines & Instructions are available online or from the WCRF Office)

Contact Information:

9. Primary Contact Name: TIM WIDMER
10. Title in Organization: City of Washington Parks
11. Daytime Phone: 319.461.0624 Evening Phone: 319.653.6241
12. E-mail address: twidmer@washingtoniowa.net
13. Alternate Contact Name: BRENT HINSON
14. Alternate Phone: 319.653.6584ext 134 Alt. E-mail:
bhinson@washingtoniowa.net

Project/Program Information:

15. Project Title: CENTENNIAL FOUNTAIN UPDATES
16. Project Address: Central Park - Main and Iowa
17. WCRF Funding Requested: \$14,682.00
18. Matching Funds: \$ 3,670.00
19. Total Cost (17+18): \$18,352.00 (include itemized budget if over \$5,000)
20. Anticipated project start: Spring 2016
21. Anticipated date WCRF funds will be needed: Spring 2016



W · C · R · F
WASHINGTON COUNTY
RIVERBOAT FOUNDATION

Page 2 of 5
April 2015

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

The Centennial Fountain was constructed in 1939 and operated every summer since. It has had two renovations with numerous maintenance "fixes". In 2014 the City of Washington made a decision to renovate the entire fountain control system. In phase one, done in 2015, the original control mechanism was replaced with an electronic system which was done to reduce maintenance problems. Phase two, proposed for Spring 2016, involves replacing the incandescent light fixtures with LED fixtures greatly increasing efficiency and flexibility. Sound capabilities will also be added.

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

Centennial Fountain has impacted many people and will continue to.

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

This renovation will continue to maintain Centennial Fountain. This fountain beautifies Central Park and serves as a symbol for Washington Iowa. This grant will fall under Community Development and Beautification.

RESOLUTION NO.

A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDS

WHEREAS, the City Council supports the aims of the Washington Municipal Band, which just completed its 83rd season of performing; and

WHEREAS, the City Council wishes to support a grant application for funds needed to accomplish these aims:

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

Section 1. The City Council endorses the submission of an application for grant funds from the Washington County Riverboat Foundation in the amount of \$5,000 for the purchase of chimes for the Washington Municipal Band.

PASSED AND APPROVED this 15th day of September, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

Illa Earnest

From: Virginia Bordwell [Virginia@washingtontitle.org]
Sent: Friday, September 11, 2015 9:51 AM
To: Illa Earnest
Cc: ptownermd@yahoo.com; Tom McNamar
Subject: Muniband grant application
Attachments: 201509110937.pdf

Illa: This is incomplete, and the language will be tweaked more to conform to the Riverboat Foundation's special interest area requirements. I still have not heard from Dean Kurtz, but I checked online and found chimes ranging in price from \$3000 and change to nearly \$6000. Price sheet attached I got off the internet to help council members visualize what we're talking about. The band will order from Griggs Music, a local business.

The band board has already purchased a larger equipment trailer to accommodate all four timpani, bells, xylophone, bass drum, snare drum, stands for all of the above, the percussion junk box, and the chimes we don't have yet. Instead of a hard travel case for the chimes (which would cost another \$2000 and be extremely bulky), the board plans to use a fabric cover for the chimes and strap them to the inside of the trailer for transport. This will save both money and space inside the trailer. The actual instrument selected will depend partly on weight and on quality of the wheels, as we're a traveling group with outdoor performances. The choice has not yet been made.

I hope this is enough information. Please include this email with the council packet. Thanks in advance to the council for favorable consideration of this request. The council's resolution is a requirement for grant submission.

Copies are being sent to band board president Paul Towner and conductor Tom McNamar. VAB

Virginia A. Bordwell, Vice President

Washington Title & Guaranty Company
PO Box 308
103 N. Marion Avenue
52591 PH 319-863-9200
641-622-2600

PO Box 303
114 W. Washington Washington, Iowa 52353
PH 641-622-2600 FAX 319-653-4797

Sigourney, Iowa
FAX

-----Original Message-----

From: Admin
Sent: Friday, September 11, 2015 8:37 AM
To: Virginia Bordwell
Subject: Message from "MP4002"

This E-mail was sent from "MP4002" (Aficio MP 4002).

Scan Date: 09.11.2015 09:37:00 (-0400)
Queries to: admin@bordwelllaw.com



W · C · R · F
WASHINGTON COUNTY
RIVERBOAT FOUNDATION

Page 1 of 5
October 2015

GRANT APPLICATION

Applicant Organization Information:

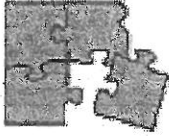
1. Applicant Organization: WASHINGTON MUNICIPAL BAND
2. Mailing Address: 301 S Iowa Ave
3. City, State, Zip: Washington, Iowa 52353
4. Federal Tax ID#: 42-6005318
5. Date (Year) Organized: 1931
6. Website: N/A
7. Tax Exempt Category: 501c(3), 501c(4), 501c(6), School District
(Check only one) City/County Gov't, Other:
8. Applicant has read and agrees with the current grant guidelines: Yes No
(Grant App. Guidelines & Instructions are available online or from the WCRF Office)

Contact Information:

9. Primary Contact Name: PAUL TOWNER
10. Title in Organization: Municipal Band Board President
11. Daytime Phone: 653-9355 Evening Phone:
12. E-mail address: ptownermd@yahoo.com
13. Alternate Contact Name: VIRGINIA BORDWELL
14. Alternate Phone: 863-9200 Alt. E-mail: virginia@washingtontitle.org

Project/Program Information:

15. Project Title: CHIMES
16. Project Address: Central Park Bandstand
17. WCRF Funding Requested: \$5,000.00
18. Matching Funds: \$0.00
19. Total Cost (17+18): \$5,000.00 (include itemized budget if over \$5,000)
20. Anticipated project start: Spring 2016
21. Anticipated date WCRF funds will be needed: May 1, 2016



W · C · R · F
WASHINGTON COUNTY
RIVERBOAT FOUNDATION

Page 2 of 5
October 2015

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

Municipal band has entertained Washington residents in Central Park for many years, 2016 being the 85th anniversary. To celebrate this milestone, the band would like to add orchestral chimes to its collection of percussion instruments. This means The Liberty Bell March and the Gillette Blue Blades Look Sharp March--theme song of the Friday night fights--will sound right.

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

10 weekly concerts in the park, 2 onsite nursing home concerts, 1 church service, and 1 holiday concert with audiences averaging 200. At least 60 players participate in Muniband each season. Thousands, cumulatively, in audience each season.

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

Live Muniband music with no admission charge enriches the community's cultural fabric, entertains people of all ages, and demonstrates for youth that musicians from junior high to old age can have fun working together. Band concerts are part of the midwest tradition, faithfully maintained in Washington by a city tax levy approved in 1924 under the Iowa Band Law. The Washington Muniband plans to play at the Iowa Municipal Band festival in Boone in July 2016.

Sort by ▾

Items per page ▾

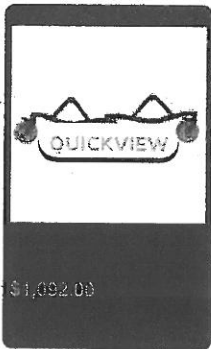
1 | 2 | NEXT

BRANDS

- Adams
- Majestic
- Musser
- Yamaha

STOCK STATUS

- Out of Stock



Adams BK-2001C 1.5 Oct Concert Chimes w/Cover
\$3,162.55



Adams BK-3000C Extended Range Symphonic Chrome
\$3,294.00



Adams BK-3003C 1.5 Oct Symphonic Chrome w/Cover
\$3,964.35

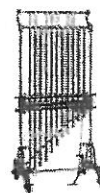
72.8"



Adams BK-5000C 0.5 Oct Ext Range Philharmonic Chrome
\$4,101.85



Adams BK-5000S 0.5 Oct Ext Range Philharmonic Satin
\$4,101.85



Adams BK-5003C 1.5 Oct Philharmonic Chrome Chimes
\$5,526.10



Adams BK-5003S 1.5 Oct Philharmonic Satin Brass Chimes w/Cover
\$5,526.10



Majestic C1518B 1.25 18 Tube Brass Chimes on Quantum Field
\$3,575.00



Majestic C1618B 1.5 18 Tube Brass Chimes on Quantum Field
\$4,560.00



Majestic C1618C 1.5 18 Tube Chrome Chimes on Quantum
\$4,940.00

6'2.5"



Majestic C8518B Brass Chimes, 18 Note 1.25 Tubes
\$3,445.00



Majestic C6618B 18 1.5 Deluxe Brass Chimes
\$4,351.75



Majestic C6618C Chrome Chimes, 18 Note 1.5 Tubes
\$4,200.00



Majestic C8622B 22 1.5 Professional Brass Chimes
\$5,525.00



Majestic C8622C Chrome Chimes, 22 Note 1.5 Tubes
\$5,859.00

1 | 2 | NEXT

RESOLUTION NO. _____

**RESOLUTION APPROVING A REVISED
MEMORANDUM OF UNDERSTANDING**

WHEREAS, the State of Iowa established in Iowa Code, Section 8A.504 a procedure to collect against any claim owed to a qualified governmental agency by attaching the debt to any State repayments owed the person (the "Income Offset Program"), and further delineated this procedure in 11 Iowa Administrative Code (IAC) 40; and

WHEREAS, the City of Washington has participated in this program since January 2013; and

WHEREAS, changes have been made to the IAC that affect the program and necessitate the approval of a revised Memorandum of Understanding (MOU) in order for the City to continue to participate in the program.

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

Section 1. The City Council hereby authorizes the Mayor to execute the Memorandum of Understanding with the Iowa Department of Administrative Services, attached as Exhibit A of this resolution, to allow for continued City participation in the Income Offset Program.

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

PASSED AND APPROVED this 15th day of September, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk



August 27, 2015

251

CITY OF WASHINGTON
PO BOX 516
WASHINGTON, IA 52353

RE: Offset Program - Memorandum of Understanding (MOU)

Dear Offset Program Participant:

The Offset Program, administered by the Iowa Department of Administrative Services (DAS), is requiring a new Memorandum of Understanding (MOU) be signed and returned to DAS by all program participants no later than October 31, 2015. The revised MOU is a result of changes in the Iowa Administrative Rules governing the Offset Program that were updated in February 2015.

Please review the enclosed MOU carefully, as the updates center on the appeal process participants must have in place. In part, the MOU states:

Section 6: Public Agency's Responsibilities:

"6.8 Appeal Process. The Public Agency must provide an appeal process for debtors to challenge each offset after debtors are notified of a potential offset event. The appeal process shall include notice to the debtor and an opportunity for the debtor to contest the amount of the debt through a contested case procedure under Iowa Code chapter 17A or a substantially equivalent process, in accordance with Iowa Code section 8A.504(2)(f) and 11 IAC 40.4(6)."

Participants that do not return a signed MOU by October 31, 2015 may be deactivated from the Offset Program. Upon completing the MOU, please include a name, telephone number and email address of a contact person for the Offset Program. Taxpayers and service providers will be directed to this individual if questions regarding an offset come to our attention.

Sincerely,

Calvin McKelvogue, Chief Operating Officer

Dept. of Administrative Services, State Accounting Enterprise
1305 East Walnut Street
Hoover State Office Building, Level 3
Des Moines, IA 50319
Calvin.McKelvogue@iowa.gov

MEMORANDUM OF UNDERSTANDING
between
The Iowa Department of Administrative Services
State Accounting Enterprise
and

for
Participation in the INCOME OFFSET PROGRAM

SECTION 1. Identity of the Parties. The parties to this Memorandum of Understanding (MOU) are the Iowa Department of Administrative Services, State Accounting Enterprise (DAS/SAE), and _____ (Public Agency).

SECTION 2. Purpose. The purpose of this MOU is to set forth the terms and conditions between DAS/SAE and Public Agency for reimbursement of offsetting liabilities owed to Public Agency as authorized in **Iowa Code section 8A.504** and **11 Iowa Administrative Code (IAC) 40, et seq.**

SECTION 3. Eligibility. To be eligible for offset, both the debt (“debt” means the liability owed to the Public Agency by a member of the public), and the claim (“claim” means the liability owed by the Public Agency to a member of the public), shall be in the form of a liquidated sum due, owing and payable. All applicable remedies with regard to such a debt and claim must be exhausted or the time frame for exhaustion must have expired as a condition precedent for eligibility to participate in the offset program, provided in 11 IAC 40.3 (3).

SECTION 4. Compensation.

4.1 Fee. The parties agree that in exchange for participation in the offset program, DAS/SAE shall charge a fee of seven dollars (\$7.00) (the “fee”) to the Public Agency to which the debt is owed for each individual debt that is placed in the offset program. The fee is to recover costs incurred by DAS/SAE in administering the offset program.

4.2 Deduction when Debt is Offset. If a debt is offset by DAS/SAE under this program, the fee will be deducted from the gross proceeds collected through offset. The fee will be charged for each individual offset event related to an individual debt.

4.3 Billing upon Termination. Following written notice of termination of this MOU, as provided in Section 7 below, DAS/SAE shall be entitled to compensation. DAS/SAE shall submit an invoice and proof of claim to the Public Agency within sixty (60) days of the receipt of the written notice of termination as required under Section 7 below.

4.4 Fee Review. DAS/SAE shall periodically review the costs of administering the offset program. Per Section 9.2 of this MOU, proposed adjustments to the specified fee shall require an amendment.

SECTION 5. DAS/SAE's Responsibilities.

5.1 Offset of Debt. DAS/SAE shall offset liabilities owed to Public Agency by implementing an offset program for Public Agency, developed and managed by DAS/SAE in accordance with **Iowa Code chapter 8A and 11 Iowa Administrative Rules 40.**

5.2 Compliance with AGA. DAS/SAE will comply with the Accountable Government Act, Iowa Code chapter 8E, in the performance of this MOU.

5.3 Refund of Balance after Offset. Before issuing an authorized payment to a debtor, DAS/SAE shall request verification of the claim pursuant to subrule 40.5. If notification is not made to DAS/SAE by the Public Agency within forty-five (45) days, the amount of the payment shall be released to the debtor or entity. DAS/SAE will apply the offset to the debt only after the Public Agency has notified the debtor as prescribed in subrule 40.4(4). DAS/SAE shall then refund any balance amount due from the Public Agency to the debtor or entity.

SECTION 6. Public Agency's Responsibilities.

6.1 Offset Eligibility Program. The Public Agency shall be responsible for developing and maintaining a system for reporting debts eligible for offset and any subsequent claims associated with those debts as required under Iowa Code section 8A.504 and 11 IAC chapter 40 to DAS/SAE at Public Agency's expense.

6.1.1 Minimum Debt Amount. Before a debt may be placed into the offset program, the amount of a debtor's original liability must be at least \$50, except when the source of the claim is a tax refund or tax rebate, in which case the debt may be as low as \$25.

6.1.2 Debtor's opportunity to challenge placement of debt in offset program. Before a debt may be placed into the offset program, the Public Agency must have:

- a. Made a good faith effort to collect the debt through other means;
- b. Provided the debtor advance notice that the debt will be placed in the offset program if not paid when due; and
- c. Provided a formal or informal opportunity for the debtor to challenge placement of the debt into the offset program, as described in 11 IAC 40.3(4).

6.2 Formatting Requirements of Debtor Lists. The Public Agency shall provide the list of debtors it wishes to place into the offset program in a format and type prescribed by DAS/SAE.

6.3 Proof of Liability. Public agencies may only place debts into the offset program if the debts are legally enforceable. To establish enforceability the debt shall have been confirmed by mutual agreement of the parties or have been reduced to a final judgment or final agency determination that is no longer subject to appeal, certiorari, or judicial review, or has been affirmed through appeal, certiorari, or judicial review.

6.4 Notification of Changes. The Public Agency shall notify DAS/SAE within thirty (30) calendar days of any changes in the status of a debt to the state.

6.5 Semi-Annual Certification. The Public Agency shall provide on at least a semi-annual basis, certification of the liability file as prescribed by DAS/SAE.

6.6 Debtor Notification. The Public Agency shall comply with 11 IAC 40.4 when sending notifications to the debtor under this MOU which shall occur within ten (10) calendar days from the date Public Agency was notified by the DAS/SAE of a potential offset.

6.7 Payment of Residual Funds to Debtor. It is the responsibility of the Public Agency to reimburse the debtor for the difference between the amount of liability payable and the amount of the claim payable to the debtor.

6.8 Appeal Process. The Public Agency must provide an appeal process for debtors to challenge each offset after debtors are notified of a potential offset event. The appeal process shall include notice to the debtor and an opportunity for the debtor to contest the amount of the debt through a contested case procedure under Iowa Code chapter 17A or a substantially equivalent process, in accordance with Iowa Code section 8A.504(2)(f) and 11 IAC 40.4(6).

SECTION 7. Termination. This MOU shall remain in full force and effect until terminated or cancelled for convenience by written notice of the party wishing to cancel the MOU. Each party agrees to provide the other party with a sixty (60) day written notice of any intent to terminate this MOU. Either party may terminate without advance notice to the other at any time upon a material breach of the Agreement, or violation of Iowa Code section 8A.504 or 11 IAC chapter 40.

SECTION 8. Confidentiality of Information. Information shared between DAS/SAE and the Public Agency shall be deemed confidential pursuant to Iowa Code section 8A.504(2)(b) and shall be disclosed only to the extent necessary to sufficiently identify the debtor(s) liable to the public agency. Identifying information is to be used only for the purpose of participation in the offset program.

SECTION 9. MOU Administration.

9.1 Compliance with the Law. The parties, their employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations and orders when performing services under this MOU, including without limitation, all laws applicable for the prevention of discrimination in employment and the use of targeted small businesses as subcontractors or suppliers. The parties, their employees, agents and subcontractors shall also comply with all federal, state and local laws regarding business permits and licenses that may be required to carry out the activities performed under this MOU.

9.2 Amendments. This MOU may only be amended in writing by mutual consent of the parties. All amendments to this MOU must be in writing and fully executed by the parties.

9.3 Third Party Beneficiaries. There are no third party beneficiaries to this MOU. However, this MOU is intended to benefit the citizens and governments in the State of Iowa as well as DAS/SAE and Public Agency.

9.4 Assignment and Delegation. This MOU may not be assigned, transferred or conveyed in whole or in part without the prior written consent of the other party. For the purpose of construing this clause, a transfer of a controlling interest in Public Agency shall be considered an assignment.

9.5 Integration. This MOU represents the entire MOU between the parties regarding participation in the offset program. The parties shall not rely upon any representation that may have been made which is not included in this MOU.

9.6 Headings or Captions. The paragraph headings or captions used in this MOU are for identification purposes only and do not limit or construe the contents of the paragraphs.

9.7 Supersedes Former Agreements. This MOU supersedes all prior Agreements between the parties for services regarding participation in the offset program.

9.8 Notice. Notices, designations, consents, offers, acceptances or any other communication provided for herein shall be given in writing which shall be addressed to each party as set forth as follows:

If to DAS/SAE:

Calvin McKelvogue, Chief Operating Officer
Department of Administrative Services – State Accounting Enterprise
1305 East Walnut Street
Hoover State Office Building, Level 3
Des Moines, IA 50319

If to Public Agency:

Authorized Representative

Mailing Address

City, State, Zip Code

If a party changes its designated person and/or address hereunder, such change shall be in writing as provided herein.

9.9 Severability. If any provision of this MOU is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this MOU.

9.10 Non-Appropriation. In the event a non-appropriation, de-appropriation, or other legislative or gubernatorial action significantly impairs DAS/SAE's budget or ability to perform the terms of this agreement, DAS/SAE may immediately terminate this Agreement.

9.11 Indemnification. The following indemnification provisions shall apply to Public Agencies that are not agencies of the State of Iowa subject to Iowa Code chapter 669 and Iowa Code section 679A.19.

9.11.1 Public Agency agrees to defend, indemnify and hold DAS/SAE and the State of Iowa, its officers, employees and agents, harmless from any and all liabilities, damages, losses, demands, causes of action, claims, settlements, judgments, costs, expenses, and attorney fees, including a reasonable cost attributed to the services of the Attorney General, related to or arising from any violation of this Agreement, any negligent or intentional act or omission of Public Agency, its officers, employees, or agents, and any failure of Public Agency, its officers, employees, or agents to comply with all applicable local, state, and federal laws, rules, and regulations.

9.11.2 Consistent with Article VII, Section I of the Iowa Constitution, Iowa Code chapter 669, and other applicable law, DAS/SAE agrees to defend and indemnify Public Agency and hold Public Agency harmless against all losses, costs, damages, expenses, attorney fees, claims, demands, causes of action, judgments, and settlements arising out the negligence or wrongful acts or omissions of DAS/SAE or its officers, employees or agents in the performance of this Agreement. DAS/SAE shall not defend, indemnify or hold harmless Public Agency or its officers, employees, or agents for any acts or omissions of any type attributable to Public Agency or its officers, employees, or agents.

Section 10. Execution

This MOU is fully executed by the following signatures:

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES:

Janet E. Phipps Burkhead, Director
Iowa Department of Administrative Services

Date

PUBLIC AGENCY:

Authorized Representative

Date

Public Agency

Printed Name of Authorized Representative

Title

RESOLUTION NO. _____

**A RESOLUTION ESTABLISHING A POLICY FOR
PROCESSING OF STOP SIGN AND SPEED ZONE REQUESTS**

WHEREAS, the City Council recognizes the importance of maintaining an efficient street network, while protecting public safety; and

WHEREAS, the City receives requests from time to time for the addition of stop or yield signs, or for a change in speed zone; and

WHEREAS, the Council wishes to establish a formal policy and procedure for the timely review of such requests, in order to provide the Council with the proper information to make an informed decision.

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

Section 1. The City Council hereby establishes the policy for handling such requests as detailed in the attached Exhibit A, and also approves the request form attached as Exhibit B.

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

PASSED AND APPROVED this 15th day of September, 2015.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

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



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

Stop Sign & Speed Zone Change Request Policy

Purpose

To provide for a uniform process for handling citizen requests for installation of new stop signs or changes to speed zones on streets controlled by the City of Washington.

Policy

Requests for such changes shall be initiated with a citizen request, using the form attached as Exhibit B to the adopting resolution. If a citizen makes a request at a Council meeting, they will be directed to stop at City Hall to complete the form, or the form may be mailed to the person making the request.

Upon receipt of a completed request form, City staff will correspond with the City Engineer. Notification of the request being reviewed will be provided to City Council members via email.

The City Engineer will conduct any necessary field research to evaluate the request. City staff will assist with related matters, such as speed studies. Requests will be evaluated based on the guidelines of the U.S. DOT's Manual on Uniform Traffic Control Devices (MUTCD).

Efforts will be made toward being efficient in evaluating the request, and the typical timeframe for processing a request should not exceed one month, barring unusual circumstances or the need for more extensive research.

The City Engineer will provide a written letter of recommendation to the Council, and the requesting party will be provided a copy of this recommendation letter prior to the meeting date. If the City Engineer's recommendation is to install a new traffic control device or change a speed zone, a proposed ordinance amendment will be prepared by staff for action at the meeting the recommendation is considered. If the City Engineer recommends no change, the recommendation letter will appear on the Consent Agenda for approval at the next meeting.

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



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

Stop Sign or Speed Zone Change Request

Requesting Party Name: _____

Property Address: _____

Daytime Phone #: _____ Evening Phone #: _____

Email: _____

Type of Request: _____ New Stop Sign _____ Change in Speed Zone

Location of Issue (please be specific): _____

Please briefly describe the reason for your request (attach additional sheets as needed):

Is this a new situation? Has anything significant changed recently that may have prompted your request?

Does the issue you have observed seem to occur in any sort of pattern (such as immediately before & after school hours or only late at night)?

What is your preferred outcome to this request (such as installation of a four-way stop or a reduction in speed limit)?

When is the best time to contact you? _____

What is your preferred method of contact? _____

****Your request will be evaluated by the City Engineer based on the guidelines of the U.S. DOT's Manual on Uniform Traffic Control Devices. It may take up to a month to review your request and develop a recommendation to the City Council. Any questions you may have on the status of your request may be made to Keith Henkel, Engineering Technician, at 653-6584 ext. 123. ****

*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

September 10, 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.

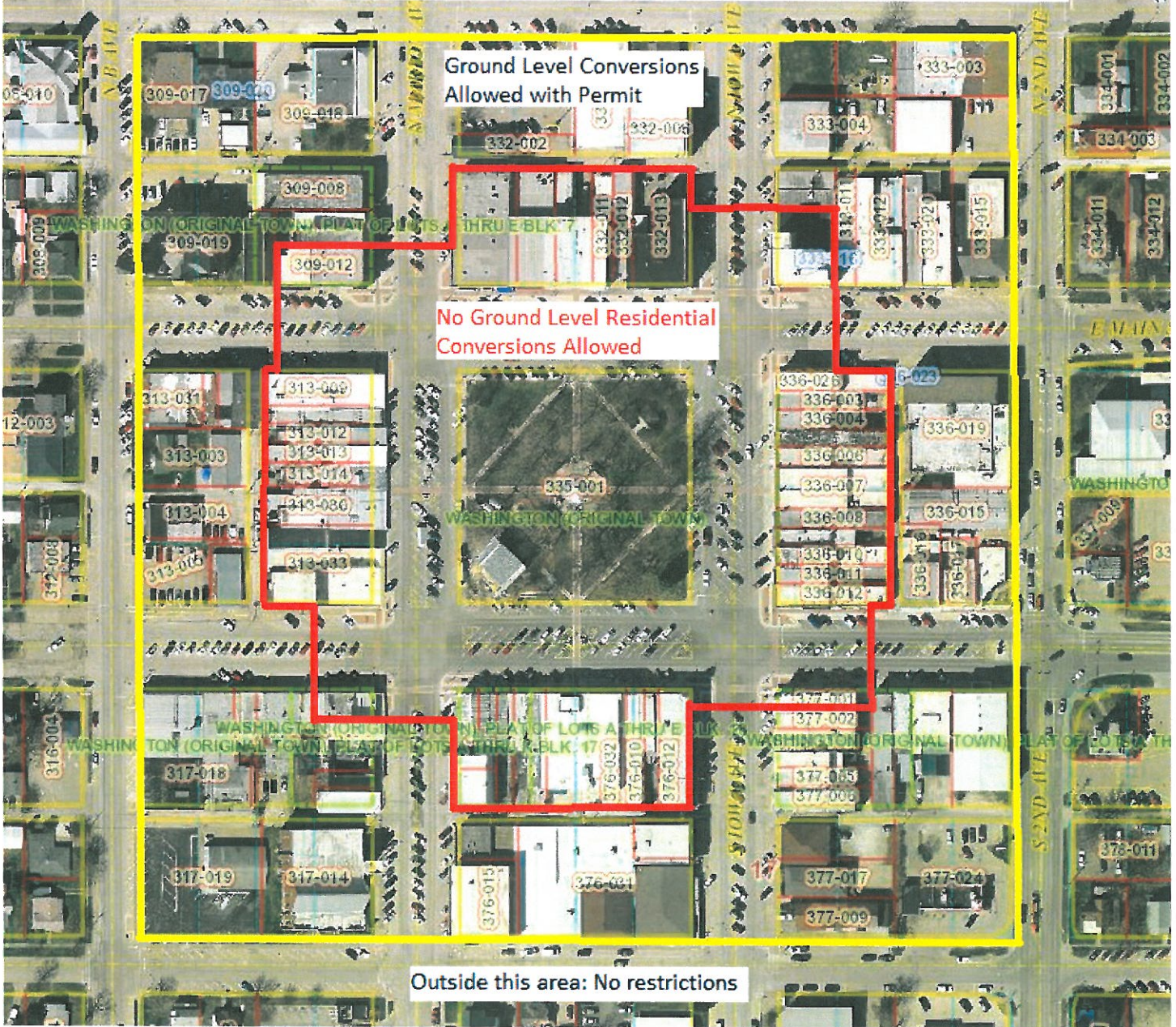
Re: Ground Level Residential Conversions

As the Council is aware, we were approached by George and Denise Button at the July 21 meeting regarding a request to allow residential development on the first floor of a downtown building, which is currently prohibited by ordinance. The Council asked the Planning & Zoning Commission to review the possibility of making an ordinance change to accommodate this type of development.

Based on this direction, the City Attorney, Building Official, and I worked together to develop a draft ordinance for P&Z review. The ordinance amends the Site Plan ordinance to create a similar, albeit more simple, approach for approving what we're calling "Ground Level Residential Conversions". A building owner wishing to make such a conversion would need to apply to P&Z and then the Council for permission. We felt this was the best way to ensure that a building owner wishing to make a conversion does so appropriately, and does not negatively impact the downtown commercial core as a result of the conversion.

P&Z has since met twice to discuss the possible ordinance change. There was excellent discussion as they worked their way through related issues, and they made several changes to the original draft ordinance. The largest change that while the original draft conversion ordinance was to apply to the entire eight-block area surrounding Central Park equally, P&Z members felt that the buildings on or immediately adjacent to the square should be treated differently. Thus, the ordinance now being brought for your consideration only allows conversions for the area outside the square, but bounded by Avenue B, 2nd Street, 2nd Avenue, and Jefferson Street. To clarify this concept, please reference the attached map showing the proposed boundaries for application of this ordinance.

Proposed Ground Level Residential Conversion Ordinance 9-9-15



ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTERS 164 AND 165 OF THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON BY ALLOWING PARTIAL RESIDENTIAL USE OF THE GROUND LEVEL FLOORS OF BUILDINGS IN A B-1 CENTRAL BUSINESS DISTRICT.

WHEREAS, in order to ensure that the City of Washington has a vital downtown commercial district, the zoning code prohibits the use of certain ground level floors for residential uses; and

WHEREAS, the Council has considered allowing the partial use of ground floors for residential purposes under certain circumstances; and

WHEREAS, the Planning and Zoning Commission has recommended approval of the following ordinance.

NOW, THEREFORE, BE IT ORDAINED, as follows:

1. Amendment. Section 165.01 of the Code of Ordinances is hereby amended by adding the following definition and renumbering all subsequent definitions:

48. *“Ground Floor Residential Conversion means converting to residential use a portion of the ground floor of any structure that is located within the area bounded by Avenue B on the west, 2nd Street on the north, 2nd Avenue on the east and Jefferson Street on the south but not including the following legally described parcels: Lots 1, 4, 5 and 8 in Block 14; Lot B in Block 7; Lots 5, 6, 7, and 8 in Block 8; Lot 5 in Block 9; Lots 2, 3, 6 and 7 In Block 12; Lot A in Block 19; Lots 1, 2, 3 and 4 in Block 18; and Lot A in Block 17, all in the Original Plat of the Town, now City of Washington, Washington County, Iowa.”*

2. Amendment. Section 165.15(4) of the Code of Ordinances is hereby amended by deleting the section in its entirety and replacing it with the following:

“4. Prohibited Uses. Dwellings or dwelling units, except for those not occupying the ground floor, or an approved ground floor residential conversion, within the area bounded by Avenue B on the west, 2nd Street on the north, 2nd Avenue on the east and Jefferson Street on the south, but not including the following legally described parcels: Lots 1, 4, 5 and 8 in Block 14; Lot B in Block 7; Lots 5, 6, 7, and 8 in Block 8; Lot 5 in Block 9; Lots 2, 3, 6 and 7 In Block 12; Lot A in Block 19; Lots 1, 2, 3 and 4 in Block 18;

and Lot A in Block 17, all in the Original Plat of the Town, now City of Washington, Washington County, Iowa.”

3. Amendment. Section 164.02 is hereby amended by striking the last sentence in its entirety and replacing it with the following:

“Site plans shall only be required whenever a person proposes to place any structure for which a building permit is required under any other section of this Code, on any tract or parcel of and within any district of the Washington Zoning Ordinance, a proposal to perform a Ground Level Residential Conversion or for any other use, except for one-family and two-family residential dwellings.”

4. Amendment. Section 164.04 is hereby amended by adding subparagraph (20), which reads as follows:

“20. Ground Level Residential Conversion. An application for a Ground Floor Residential Conversion shall contain the following information:

- a. Date of preparation, north point and scale.*
- b. Legal description and address of the property to be developed.*
- c. Name and address of the record property owner, the applicant, and the person or firm preparing the site plan.*
- d. Total number, type, and location of dwelling units proposed; proposed uses for all buildings, including clear depiction of the portion requested to be converted to residential and the portion which is to remain in commercial use; total floor area of each building including any planned additions; and any other information which may be necessary to determine the number of off-street parking spaces and loading spaces required by the zoning ordinance.*
- e. Property lines including location(s) of adjacent streets, and all required yard setbacks.*
- f. Location and type of existing or proposed signs and of any existing or proposed lighting on the property which illuminates any part of any required yard.*
- g. Show the parking spaces that will be reserved for said partial residential uses, subject to the requirements of Section 165.21(2) of this Code.”*

5. Amendment. Section 164.05 is hereby amended by deleting the first sentence in entirety and replacing it with the following:

“Whenever any person proposes to place any structure for which a building permit is required under any other section of this Code, or proposes to perform a Ground Level Residential Conversion, on any tract or parcel of land within any district of the Washington Zoning Ordinance, the person shall submit to the Zoning Administrator a request for a Pre-Application Conference.”

6. Amendment. Section 164.06 is hereby amended by adding subparagraph 12 which reads as follows:

“12. Ground Level Residential Conversions. When reviewing an application for a Ground Level Residential Conversion, the applicant must meet the following minimum standards before a Ground Level Residential Conversion can be approved:

a. The entire frontage of the ground level which faces the public street shall be used for any uses allowed in the B-1 Central Business District pursuant to Section 165.15 of this Code.

b. The portion of the ground level to be converted to residential uses shall be less than 50% of the area of the ground floor and the minimum depth of the commercial space shall be at least 20 feet from the front of the building.

c. The proposed conversion must be in compliance with all building and safety codes adopted by the City.

d. The owner of the building shall have dedicated parking spaces for the residential uses.

e. The following legally described parcels are not eligible for a Ground Level Residential Conversion:

Lots 1, 4, 5 and 8 in Block 14; Lot B in Block 7; Lots 5, 6, 7, and 8 in Block 8; Lot 5 in Block 9; Lots 2, 3, 6 and 7 in Block 12; Lot A in Block 19; Lots 1, 2, 3 and 4 in Block 18; and Lot A in Block 17, all in the Original Plat of the Town, now City of Washington, Washington County, Iowa.”

7. Amendment. Section 165.21(2) is hereby amended by adding the following at the end of said paragraph:

“In the case of Ground Level Residential Conversions, the applicant shall provide one off-street parking stall per residential unit on the site being converted.”

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

8. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this _____ day of _____, 2015.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

CHAPTER 164

SITE PLAN REGULATIONS

164.01 Title	164.08 Fees
164.02 Purpose and Application	164.09 Validity of Approval
164.03 Design Standards	164.10 Site Plan Amendment
164.04 Required Information	164.11 Applicability to Existing Development
164.05 Procedure	164.12 Enforcement
164.06 Landscaping, Parking, & Architectural Requirements	164.13 Changes & Amendments
164.07 Building Permits	164.14 Maintenance Bonds

164.02 PURPOSE AND APPLICATION. It is the intent and purpose of this chapter to establish a procedure which will enable the City to review certain proposed improvements to property within specified zoning districts of the City to ensure compliance with all applicable zoning, subdivision and building regulations. Site plans shall only be required whenever any person proposes to place any structure for which a building permit is required under any other section of this Code, on any tract or parcel of and within any district of the Washington Zoning Ordinance, [a proposal to perform a Ground Level Residential Conversion](#), **and/or** for any [other](#) use, except one and two family residential dwellings.

164.04 REQUIRED INFORMATION. All site plans required under Section 163.02, unless waived by the City Council, shall be prepared by a licensed engineer or land surveyor, and shall include as a minimum the following information:

20. Ground Level Residential Conversion. An application for a Ground Floor Residential Conversion shall contain the following information:

a. Date of preparation, north point and scale.

b. Legal description and address of the property to be developed.

c. Name and address of the record property owner, the applicant, and the person or firm preparing the site plan.

d. Total number, type, and location of dwelling units proposed; proposed uses for all buildings, including clear depiction of the portion requested to be converted to residential and the portion which is to remain in commercial use; total floor area of each building including any planned additions; and any other information which may be necessary to

determine the number of off-street parking spaces and loading spaces required by the zoning ordinance.

e. Property lines including location(s) of adjacent streets, and all required yard setbacks.

f. Location and type of existing or proposed signs and of any existing or proposed lighting on the property which illuminates any part of any required yard.

g. Show the parking spaces that will be reserved for said partial residential uses, subject to the requirements of Section 165.21(2) of this Code.

164.05 PROCEDURE.

1. Pre-Application Conference. Whenever any person proposes to place any structure for which a building permit is required under any other section of this Code, or proposes to perform a Ground Level Residential Conversion, on any tract or parcel of land within any district of the Washington Zoning Ordinance, the person shall submit to the City Zoning Administrator a request for a Pre-Application Conference. The Conference shall include the applicant or his/her representative, the City Engineer or the Zoning Administrator. The purpose of the Conference shall be to acquaint the City staff with the proposed construction and to acquaint the applicant or his/her representative with the procedures and with any special problems that might relate to such construction. The applicant shall furnish a legal description of the subject real estate at the time of requesting a Pre-Application Conference, and the Conference shall be held within fourteen (14) days of such request.

164.06 LANDSCAPING, PARKING AND ARCHITECTURAL REQUIREMENTS. The requirements set forth in this section for landscaping, parking and architectural standards shall apply to any development or redevelopment as contained in 164.11.

12. Ground Level Residential Conversions. When reviewing an application for a Ground Level Residential Conversion, the applicant must meet the following minimum standards before a Ground Level Residential Conversion can be approved:

a. The entire frontage of the ground level which faces the public street shall be used for any uses allowed in the B-1 Central Business District pursuant to Section 165.15 of this Code.

b. The portion of the ground level to be converted to residential uses shall be less than 50% of the area of the ground floor and the minimum depth of the commercial space shall be at least 20 feet from the front of the building.

c. The proposed conversion must be in compliance with all building and safety codes adopted by the City.

d. The owner of the building shall have dedicated parking spaces for the residential uses.

e. The following legally described parcels are not eligible for a Ground Level Residential Conversion:

Lots 1, 4, 5 and 8 in Block 14; Lot B in Block 7; Lots 5, 6, 7, and 8 in Block 8; Lot 5 in Block 9; Lots 2, 3, 6 and 7 in Block 12; Lot A in Block 19; Lots 1, 2, 3 and 4 in Block 18; and Lot A in Block 17, all in the Original Plat of the Town, now City of Washington, Washington County, Iowa.

CHAPTER 165

ZONING REGULATIONS

165.01 Definitions	165.15 "B-1" Retail Business Districts
165.02 Districts and Map	165.16 "B-2" General Business Districts
165.03 General Provisions	165.17 "I-1" Industrial Districts
165.04 "R-A" Residential Agricultural District	165.18 "I-2" General Industrial Districts
165.05 "FG" Fairgrounds District	165.19 Planned Developments
165.06 "C-1" Conservation Districts	165.20 Signs
165.07 "A-1" Agricultural Districts	165.21 Off-street Parking Areas and Loading Spaces
165.08 "R-1" One-family Residence District	165.22 Special Provisions
165.09 "R-S" Suburban Residence Districts	165.23 Additional Requirements, Exceptions and
165.10 "R-2" One- and Two-family Residence Districts	Modifications
165.11 "R-3" One- to Six-family Residence Districts	165.24 Enforcement

165.12 "R-4" Multi-family Residence Districts

165.25 Board of Adjustment

165.13 "R-5" Multi-family Residence Districts for
Elderly Housing

165.26 District Changes and Ordinance Amendments

165.27 Interpretation, Purpose and Conflict

165.14 "CCRC" Continuing Care Retirement Community

165.01 DEFINITIONS. For the purpose of this chapter, certain terms or words are used in a limited or special sense, as herein defined.

48. Ground Floor Residential Conversion means converting to residential use a portion of the ground floor of any structure that is located within the area bounded by Avenue B on the west, 2nd Street on the north, 2nd Avenue on the east and Jefferson Street on the south but not including the following legally described parcels: Lots 1, 4, 5 and 8 in Block 14; Lot B in Block 7; Lots 5, 6, 7, and 8 in Block 8; Lot 5 in Block 9; Lots 2, 3, 6 and 7 in Block 12; Lot A in Block 19; Lots 1, 2, 3 and 4 in Block 18; and Lot A in Block 17, all in the Original Plat of the Town, now City of Washington, Washington County, Iowa.

165.15 "B-1" CENTRAL BUSINESS DISTRICT.

4. Prohibited Uses. Dwellings or dwelling units, except for those not occupying the ground floor or street level, or an approved ground floor residential conversion, within the area bounded by Avenue B on the west, 2nd Street on the north, 2nd Avenue on the east and Jefferson Street on the south, but not including the following legally described parcels: Lots 1, 4, 5 and 8 in Block 14; Lot B in Block 7; Lots 5, 6, 7, and 8 in Block 8; Lot 5 in Block 9; Lots 2, 3, 6 and 7 in Block 12; Lot A in Block 19; Lots 1, 2, 3 and 4 in Block 18; and Lot A in Block 17, all in the Original Plat of the Town, now City of Washington, Washington County, Iowa ~~on Main Street and Washington Street from Avenue B to Second Avenue, and on Marion Avenue and Iowa Avenue from Jefferson Street to Second Street.~~

165.21 OFF-STREET PARKING AREAS AND LOADING SPACES.

2. Off-street Parking Areas. In all districts except "B-1," off-street accessory parking areas, in the open or in a garage, shall be provided in connection with the uses set forth hereinafter and to the extent indicated therewith, in addition to the above required loading and unloading spaces. Such areas in the case of "R" districts and for dwellings in other districts, shall be on the premises intended to be served; and in the case of "B-2," or "I-1" districts, and in connection with uses other than dwellings, such areas shall be on the premises intended to be served or on adjoining or nearby property within one hundred (100) feet of any part of said premises and in the same or less restricted district. In the case of Ground Level Residential Conversions, the applicant shall provide one off-street parking stall per residential unit on the site being converted.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 41, PUBLIC HEALTH AND SAFETY

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

SECTION 1. Add Section. A new Section 41.13 is adopted as follows:

41.13 SMOKE FREE PLACES. It is illegal to smoke in a smoke free place, and violation of this section shall be a simple misdemeanor punishable by a fine of fifty dollars (\$50.00). Pursuant to Iowa Code 142D.5, the City declares the following areas to be smoke free places:

- A. Central Park.

SECTION 2. Add Section. A new Section 41.14 is adopted as follows:

41.14 ELECTRONIC CIGARETTES. It is illegal to use an electronic cigarette in any smoke free place listed in Section 41.13 of this Code of Ordinances or in any place where Chapter 142D of the Iowa Code prohibits smoking a tobacco product. Violation of this section shall be a simple misdemeanor punishable by a fine of fifty dollars (\$50.00). Electronic cigarette means vapor product as defined in Section 453A.1 of the Iowa Code.

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

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

Passed and approved this _____ day of _____, 2015.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: September 1, 2015

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE
OF THE CITY OF WASHINGTON, IOWA, BY ADDING A NEW
SECTION 165.07A, "A-2" AGRICULTURAL DISTRICT

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

SECTION 1. **Add Section.** A new Section 165.07A, "'A-2' Agricultural District", is hereby added as follows:

"165.07A "A-2" AGRICULTURAL DISTRICT.

1. Permitted Principal Uses.
 - A. Agriculture and agricultural buildings except as provided by subsection (2)(A) of this section and provided that livestock shall not be housed or fed within two thousand six hundred forty (2,640) feet from the runway center line and runway thresholds associated with Runways 18/36 and 13/31.
 - B. Single-family detached dwellings on lots of twenty (20) acres or more.
 - C. Essential services as defined in Section 165.01.
 - D. Transformer stations and booster or pressure regulating stations, without service yard or storage.
 - E. Public owned airports- Washington Municipal Airport.
2. When Authorized by Board of Adjustment.
 - A. Lots for confinement and feeding of livestock subject to controls of surface run-off and located as follows:
 - (1) The area under the Approach Surface extending beyond Runways 18 and 36: Two Thousand Six Hundred Forty (2,640) feet.
 - (2) The area under the Approach Surface extending beyond Runways 13 and 31: One Thousand Three Hundred Twenty (1,320) feet.

(3) The area under the Transitional, Horizontal or Conical Surface: One Thousand Eight Hundred Twenty (1,820) feet from the runway center line associated with Runways 18 and 36; One Thousand Five Hundred Seventy (1,570) feet from the runway center line associated with Runways 13 and 31.

B. Orchards, tree farms and vineyards.

C. Permanent ponds.

D. A single family detached dwelling located on a lot or parcel which is less than twenty (20) acres as long as the lot or parcel upon which said single family detached dwelling will be constructed was:

(1) Part of an original lot or parcel that totals more than forty (40) acres; and

(2) The original lot or parcel was occupied by, and owned or beneficially controlled, by a lineal descendant or ancestor of the beneficial owner of the original lot or parcel as defined in Section 450.9 of the Code of Iowa.

3. Permitted Accessory Uses.

A. Buildings, structures, and uses accessory to agricultural uses including roadside stands, selling produce grown on the premises, provided such roadside stands are located not less than twenty (20) feet from a street or highway right-of-way line.

B. Private garages or parking areas.

C. Living quarters of persons employed on the premises.

D. Home occupation as defined and regulated by Section 165.22.

E. Signs as regulated by Section 165.20.

4. Height Regulations. No principal structure shall exceed two and one-half (2½) stories or thirty (30) feet in height, and no accessory structure shall exceed fifteen (15) feet in height, except as provided in Section 165.23.

5. Lot Area, Frontage and Yard Requirements. The following minimum requirements shall be observed subject to the additional requirements, exceptions and modifications in Section 165.23. Each lot shall contain a minimum area of twenty (20) acres, except as allowed by the Board of Adjustment subject to 165.07A(2D).

MINIMUM LOT WIDTH	MINIMUM FRONT YARD DEPTH	MINIMUM SIDE YARD WIDTH	MINIMUM REAR YARD DEPTH
300 feet	Along State and Federal roads, 80'; Other public roads, 60'	30 feet	100 feet

”

SECTION 2. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

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

Passed and approved this _____ day of _____, 2015.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: September 1, 2015

Approved on Second Reading: _____

Approved on Third & Final Reading: _____

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

City Clerk

*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

September 11, 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: Courthouse Sewer Separation Project Easements

In order to proceed with the Courthouse Sewer Separation Project as planned, the City needs to obtain five easements. I have now completed negotiations on four of the five, and these are on the agenda for your approval. I have been in touch with the other property owner, and have not detected any issues with getting that easement, but am still working on getting things finalized.

RESOLUTION NO. _____

RESOLUTION APPROVING PERMANENT EASEMENT
AGREEMENTS WITH PROPERTY OWNERS
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 Grantors; and

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

WHEREAS, the Grantors have 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 Grantors, for considerations duly paid and acknowledged, as described in the attached Easement Agreements;

- A) Richard S. and Virginia A. Bordwell;
- B) Washington County, Iowa;
- C) DLEL Investments, LLC; and
- D) Kelu Properties, LLC.

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

PASSED AND APPROVED this 15th day of September, 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 **Richard S. Bordwell and Virginia A. Bordwell**, husband and wife, collectively 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:

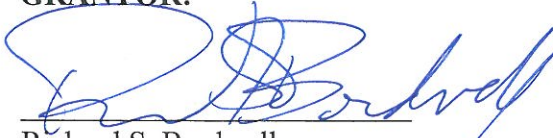
1. THAT UNDERSIGNED GRANTOR states that GRANTOR is the lawful possessor of certain real estate described as: ***Lot B, Block 7, of Washington Original Town, City of Washington, Washington County, Iowa***, and generally referred as 206 West main Street, Washington, Iowa (the "Property").
2. That GRANTOR hereby grants and conveys to the CITY a nonexclusive 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"). GRANTOR reserves the right to retain the existing 10 inch curb at the west end of GRANTOR'S building and to retain the gate at the south end of the easement area even though both extend into the easement area described herein. GRANTOR further reserves the right to shore up and improve GRANTOR'S foundation for one foot west of the west line of the existing foundation and CITY shall not install pipes or appurtenances in this 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. GRANTOR specifically reserve an easement for underground conduit for communication wires on the North 8 feet of Lot B and extending North within the west 8.5 feet of Lots C and D. Provided, however, that CITY and GRANTOR agree they 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 make reasonable efforts to minimize vibration and damage done to GRANTOR'S property adjoining the easement area and CITY shall promptly repair any damages to GRANTOR'S property within the areas subject to the easement, with the intent being to restore the surface, curb and fence of said areas to as close to original condition as is reasonably practicable.
5. That CITY shall indemnify GRANTOR against any loss or damage, including but not limited to interruption of utility services, damage to the building by settling or other and damage to building contents and the interruption of building use 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 or lack of 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.

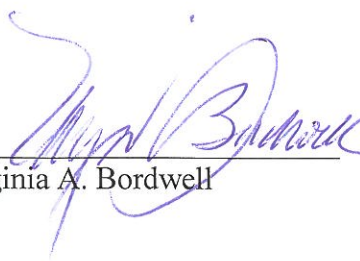
Dated this 20th day of August, 2015.

GRANTOR:


Richard S. Bordwell

CITY OF WASHINGTON:

Sandra Johnson, Mayor


Virginia A. Bordwell

ATTEST:

Illa Earnest, City Clerk

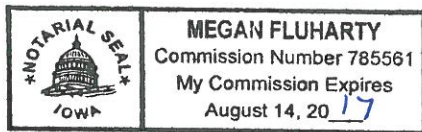
STATE OF IOWA, WASHINGTON COUNTY, ss:

On this 2nd 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.

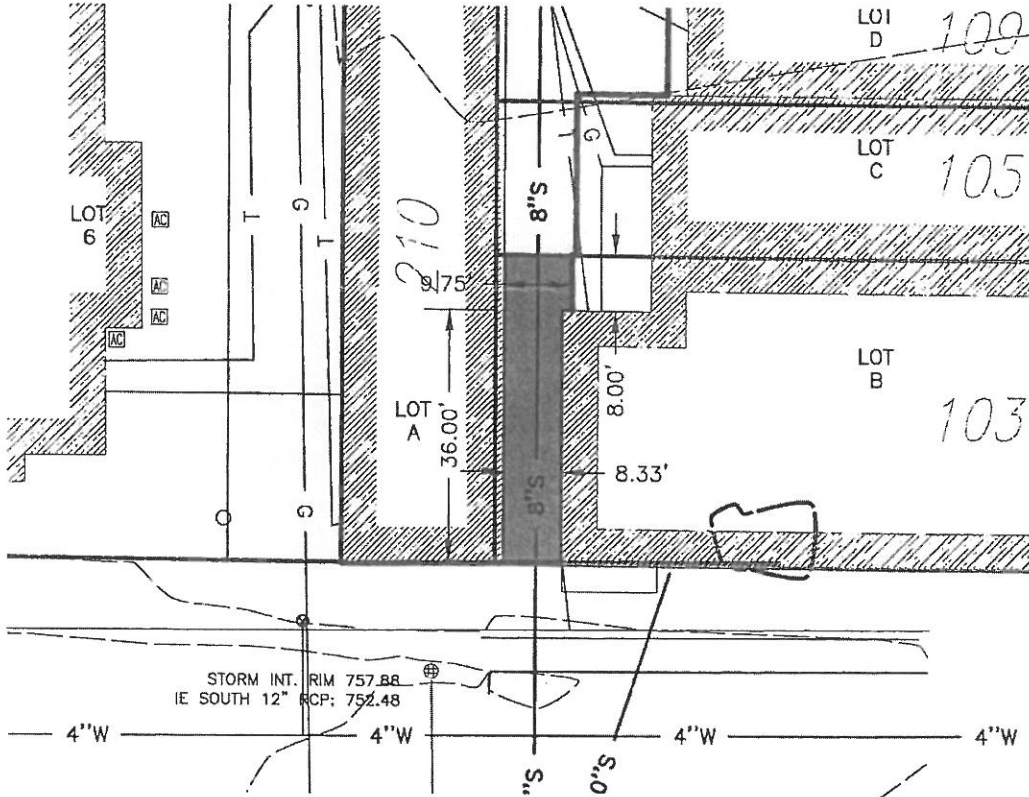
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged on this 20th day of August, 2015, by Richard S. Bordwell and Virginia A. Bordwell, husband and wife.




Notary Public

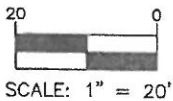


EASEMENT DESCRIPTION:

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

THE WEST 8.33 FEET OF THE SOUTH 36.00 FEET AND THE WEST 9.75 FEET OF THE NORTH 8.00 FEET, FROM THE EAST FACE OF THE BUILDING ON LOT A TO THE WEST FACE OF THE BUILDING ON LOT B AND TO THE WEST FACE OF THE CONCRETE EQUIPMENT PAD ON THE NORTH END OF THE PROPERTY ON LOT B.

SAID PARCEL SUBJECT TO UTILITY AND RIGHT OF WAY EASEMENTS OF RECORD. SAID DESCRIPTION CONTAINS 377 S.F. (0.009 ACRES).



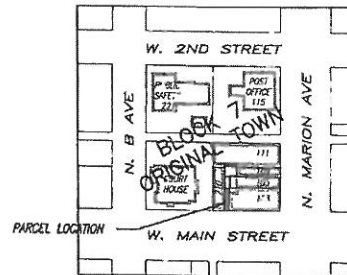
LEGEND

- ▲ 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 8/6/2015
 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 103
 FOR THE CITY OF WASHINGTON
 WASHINGTON, IOWA**

NOTES	SCALE	DWG. NO.
	1"=20'	
	DRAWN CWB	1
	CHECKED AMO	
	APPROVED CWB	
	DATE 08/04/15	
	A.C.	
	DATE	PROJECT 2464

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 County, Iowa**, a municipal 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 6, Block 7, of Washington Original Town, City of Washington, Washington County, Iowa*, and generally referred as 210 W. Main Street, Washington, Iowa (the "Property").
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 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.

WASHINGTON COUNTY, IOWA
Washington Publishing Company

CITY OF WASHINGTON:

By: _____

Sandra Johnson, Mayor

Its Chairperson

ATTEST:

ATTEST:

Illa Earnest, City Clerk

By: _____

County Auditor

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

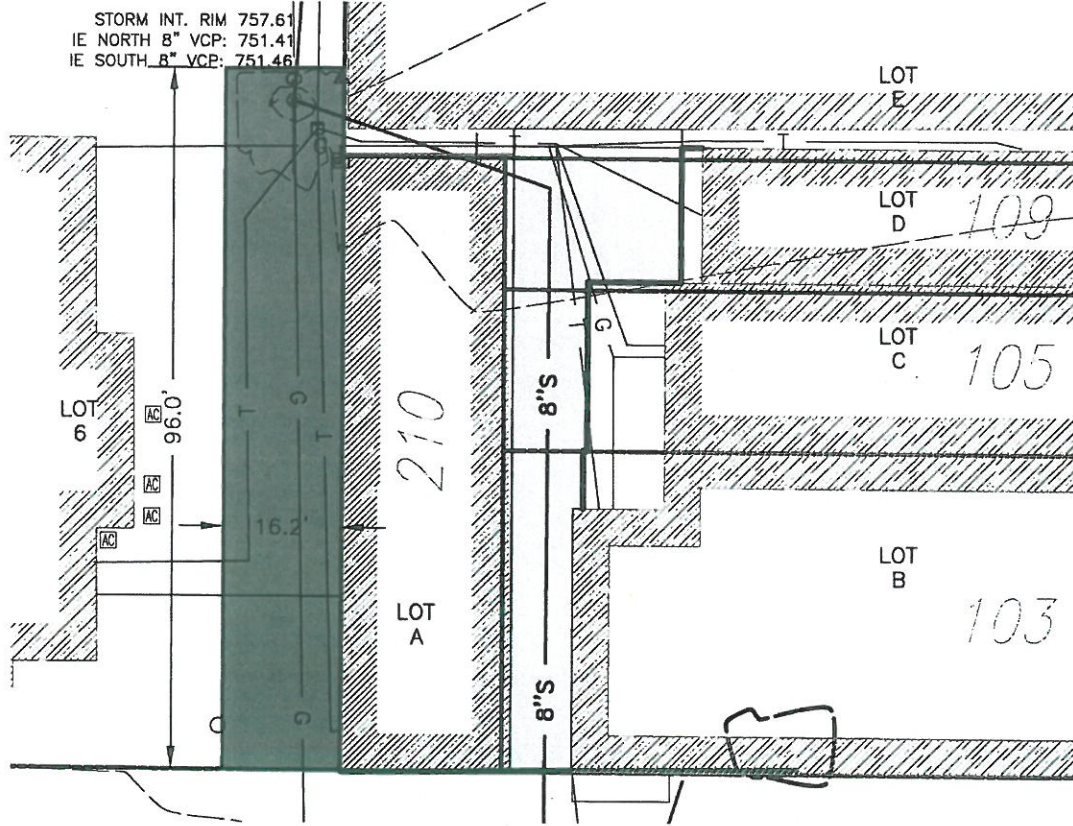
personally known, who, being by me duly sworn, did say that they are the Mayor Pro-tem and City Clerk, respectively, of the City of Washington, Iowa; a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed 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 ____ day of _____, 2015, by _____ and _____ who are respectively the Chairperson of the Board of Supervisors of Washington County, Iowa, and the Auditor of Washington County, Iowa, who are executing this Agreement on behalf of Washington County, Iowa.

Notary Public



EASEMENT DESCRIPTION:

PART OF LOT 6 BLOCK 7 OF WASHINGTON ORIGINAL TOWN, CITY OF WASHINGTON, WASHINGTON COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 16.2 FEET OF THE SOUTH 96.0 FEET OF LOT 6. FROM THE WEST FACE OF THE BUILDING ON LOT A TO THE EAST FACE OF A CONCRETE EQUIPMENT PAD BESIDE THE COURTHOUSE BUILDING.

SAID PARCEL SUBJECT TO UTILITY AND RIGHT OF WAY EASEMENTS OF RECORD. SAID DESCRIPTION CONTAINS 1,555 S.F. (0.036 ACRES).



SCALE: 1" = 20'

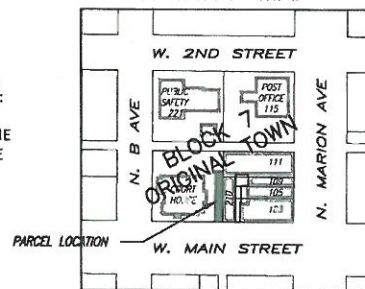
LEGEND

- ▲ 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 9/4/2015
 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 LOT 6 FOR THE CITY OF WASHINGTON WASHINGTON, IOWA

NOTES:	SCALE 1"=20'	DWG. NO.
	DRAWN CWB	1
	CHECKED AMG	
	APPROVED CWB	
	DATE 08/04/15	
	A.C.	
	DATE	PROJECT 24846

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 **DLEL Investments, LLC**, an Iowa limited liability company, 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:

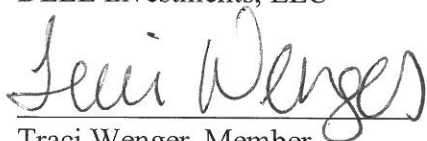
1. THAT UNDERSIGNED GRANTOR states that GRANTOR is the lawful possessors of certain real estate described as: *Lot C, Block 7, of Washington Original Town, City of Washington, Washington County, Iowa*, and generally referred as 105 N. Marion Avenue, Washington, Iowa (the "Property"). The undersigned hereby certifies that the undersigned is authorized to execute this Agreement on behalf of the limited liability company.
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:

DLEL Investments, LLC



Traci Wenger, Member

CITY OF WASHINGTON:

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

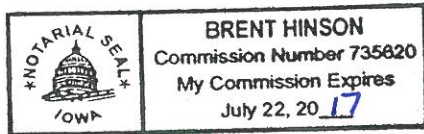
On this _____ day of _____, 2015, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Sandra Johnson and Illa Earnest, to me


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

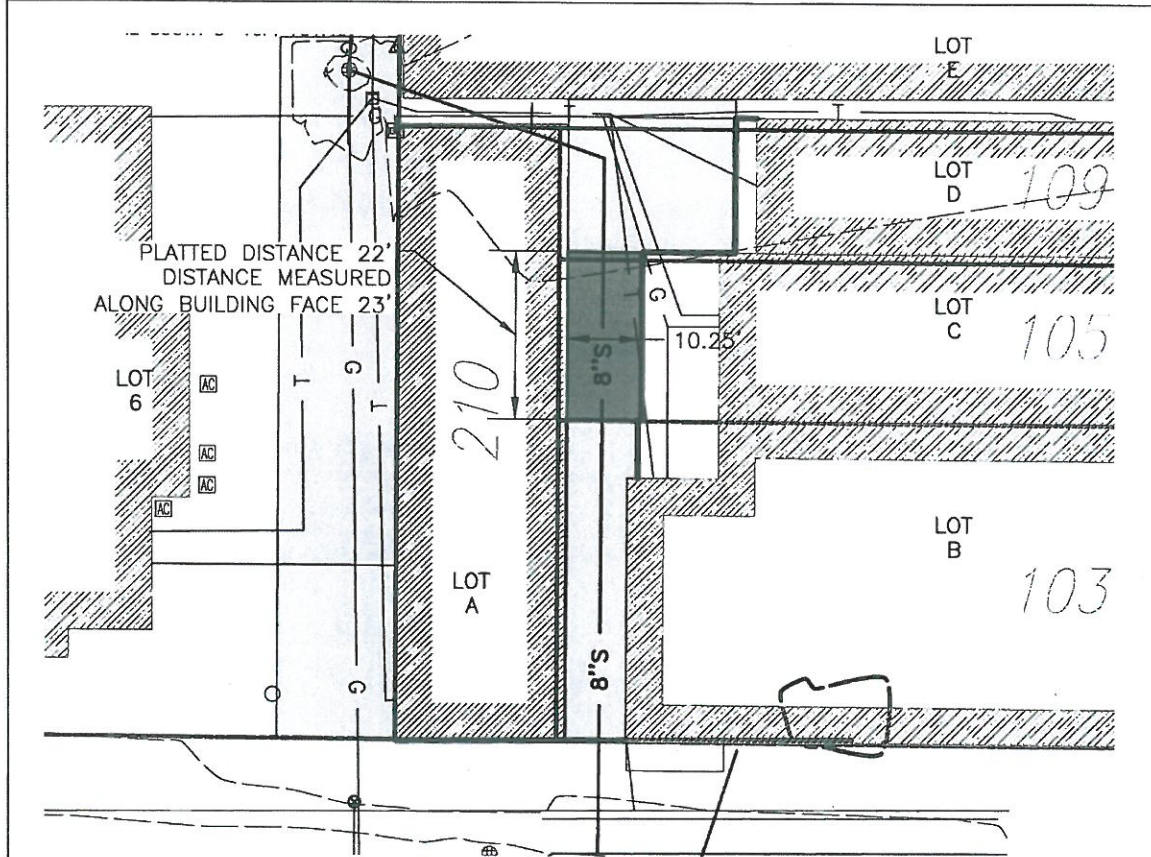
STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged on this 8th day of September, 2015, by Traci Wenger, as a Member of DLEL Investments, LLC.





Notary Public

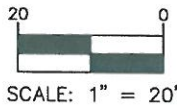


EASEMENT DESCRIPTION:

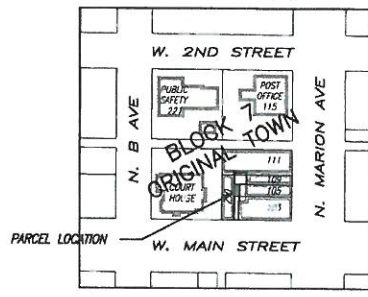
PART OF LOT C BLOCK 7 OF WASHINGTON ORIGINAL TOWN, CITY OF WASHINGTON, WASHINGTON COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE WEST 10.25 FEET OF LOT C. FROM THE EAST FACE OF THE BUILDING ON LOT A TO WEST FACE OF THE CONCRETE EQUIPMENT PAD ON LOT B.

SAID PARCEL SUBJECT TO UTILITY AND RIGHT OF WAY EASEMENTS OF RECORD. SAID DESCRIPTION CONTAINS 226 S.F. (0.005 ACRES).



VICINITY MAP



ORIGINAL TOWN WASHINGTON, IOWA

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 8/6/2015
 CRAIG W. BEEDLE, L.S. #17913 DATE
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2015
 PAGES COVERED BY SEAL 1



	EASEMENT SURVEY PARCEL 105 FOR THE CITY OF WASHINGTON WASHINGTON, IOWA		NOTES:	SCALE 1"=20'	DWG. NO.
				DRAWN CWB	1
			CHECKED AMG		
			APPROVED CWB		
			DATE 08/04/15		
			A.C.		
			DATE		PROJECT 24846

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 **Kelu Properties, LLC**, an Iowa limited liability company, 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 D, Block 7, of Washington Original Town, City of Washington, Washington County, Iowa*, and generally referred as 109 N. Marion Avenue, Washington, Iowa (the "Property"). The undersigned certifies that the undersigned is authorized to execute this Agreement on behalf of the GRANTOR.
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:

Kelu Properties, LLC



Kelli Brown, Member

CITY OF WASHINGTON:

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

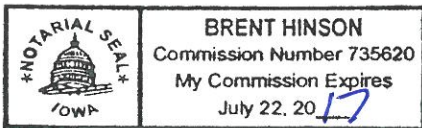
On this _____ day of _____, 2015, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Sandra Johnson and Illa Earnest, to me

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

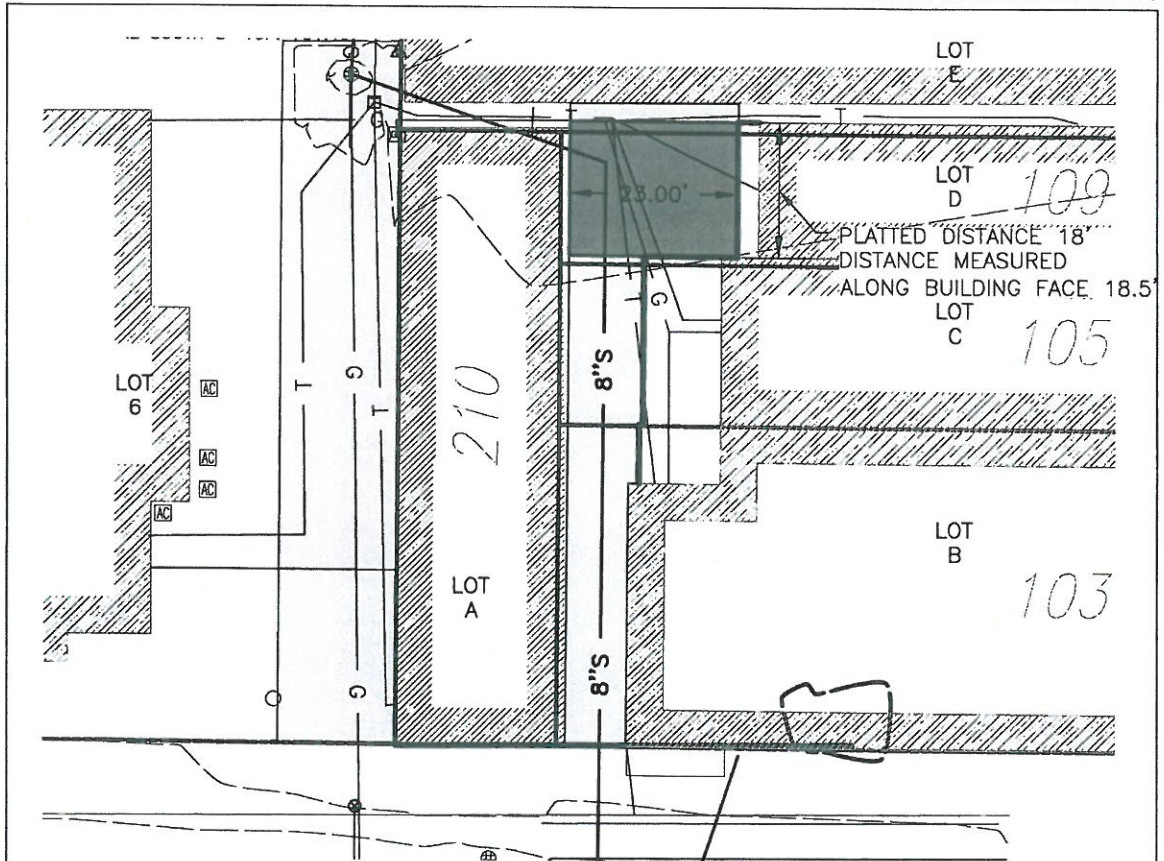
STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged on this 10th day of September, 2015, by Kelli Brown, as a Member of Kelu Properties, LLC.



BH

Notary Public



EASEMENT DESCRIPTION:

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

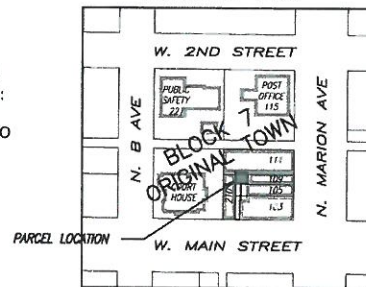
THE WEST 23.00 FEET OF LOT D. FROM THE EAST FACE OF THE BUILDING ON LOT A TO WEST FACE OF THE CONCRETE EQUIPMENT PAD ON LOT D.

SAID PARCEL SUBJECT TO UTILITY AND RIGHT OF WAY EASEMENTS OF RECORD. SAID DESCRIPTION CONTAINS 414 S.F. (0.009 ACRES).



SCALE: 1" = 20'

VICINITY MAP



ORIGINAL TOWN WASHINGTON, IOWA

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 8/6/2015

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



EASEMENT SURVEY PARCEL 109 FOR THE CITY OF WASHINGTON WASHINGTON, IOWA

NOTES:	SCALE	DWG. NO.
	1"=20'	
	DRAWN CWB	
	CHECKED AMG	
	APPROVED CWB	1
	DATE 08/04/15	
	A.C.	
	DATE	PROJECT 24844