



AGENDA OF THE REGULAR SESSION OF THE  
COUNCIL OF THE CITY OF WASHINGTON, IOWA  
TO BE HELD IN THE COUNCIL CHAMBERS  
AT 120 E. MAIN STREET  
AT 6:00 P.M., TUESDAY, JANUARY 5, 2016

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, January 5, 2016 to be approved as proposed or amended.

**Consent:**

1. Council Minutes 12-15-2015
2. Council/Supervisors Work Session 12-15-2015
3. Bolton & Menk, Inc, Washington Airport Taxiway Project, \$16,522.50
4. Impressions Computers, Yearly Contractual Full IT, \$1,800.00
5. A & R Land Services, ROW Services – Hwy 1 Water Main Project, \$6,444.30
6. Iowa Grow, Inc., Service Pumping and Dredging Bio-Solids, \$90,000
7. Iowa Grow, Inc., Pumped & Hauled Waste Water from Lift Station, \$280.00
8. Wood Construction, Door Installation-Cable Commission Studio Project, \$1,625.00
9. Washington Chamber of Commerce, Annual Contribution to Chamber Tourism Committee, \$15,000
10. Washington Chamber of Commerce, 2016 Chamber Membership, \$1,195.70
11. IMWCA, Workers Comp. Installment #7, \$9,316.00
12. Veenstra & Kimm, E. 5<sup>th</sup> Street Mini Storage Site Plan Review, \$460.00
13. Veenstra & Kimm, Casey's Site Plan Review, \$515.00
14. Veenstra & Kimm, Industrial Park Rise Improvements-Design Services, \$12,038.55
15. Veenstra & Kimm, W. 3<sup>rd</sup> Street Storm Drainage Study, \$51.75
16. Kevin D. Olson, Legal Services, \$1,483.38
17. Caldwell Tanks, Elevated Water Storage Tank, \$42,952.35
18. Griggs Environmental, Wetlands Mitigation Monitoring, \$1,356.00
19. Hy-Vee Wine & Spirits, 1004 W. Madison Street, Class E Liquor License (LE); Class C Beer Permit (Carryout Beer); Class B Wine Permit; Sunday Sales. **(renewal)**
20. Department Reports

**Consent - Other:**

DeLong Construction, Industrial Park Water Main Project, \$74,790.64

**Claims and Financial Reports:**

Claims as Presented.

**SPECIAL PRESENTATION**

Nuisance Abatement Update.

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

**NEW BUSINESS**

Affirm Mayoral Appointments.

Affirm Fire Department Officers – 2016.

Discussion and Consideration of Appointments – City Clerk and City Attorney.

Discussion and Consideration of Fencing Quotes for Tow Lot.

Discussion of 2015 Riverboat Foundation Annual Report.

Discussion and Consideration of Notice of Hearing and Letting – Washington Business Park.

**CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS**

Discussion and Consideration of third reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 70, “Traffic Code Enforcement Procedures” – Parking Violation Fines.

Discussion and Consideration of the third reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 65.02 “Special Stops Required” (Sitler Drive & S. Ave. E) and (S. Ave. E & W. Tyler Street).

Discussion and Consideration of second reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 69, “Parking Regulations” – Snow Emergency.

Discussion and Consideration of second reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 69.08 “No Parking Zones” – East Van Buren Street (Case Field)

Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer.

Discussion and Consideration of a Resolution Establishing Funds – 311 “Sidewalk Repair and Replacement” and 312 “ Tree Removal and Replacement”.

**DEPARTMENTAL REPORT**

Police Department  
City Administrator  
City Attorney

**MAYOR & COUNCILPERSONS**

Sandra Johnson, Mayor  
Brendan DeLong  
Kerry Janecek

Jaron Rosien  
Kathryn Salazar  
Millie Youngquist  
Russ Zieglowsky

**ADJOURNMENT**

Illa Earnest, City Clerk

## Council Minutes 12-15-2015

The Council of the City of Washington, Iowa, met in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, December 15, 2015. Mayor Johnson in the chair. On roll call present: DeLong, Salazar, Shepherd, Youngquist. Absent: Rosien, Zieglowsky.

Motion by Salazar seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, December 15, 2015 be approved as proposed. Motion carried.

### Consent:

1. Council Minutes 12-01-2015
2. Council Minutes 12-08-2015
3. IMWCA, Workers Comp. Premium #6, \$9,316.00
4. Fox Engineering, Reverse Osmosis Pilot Study, \$1,715.52.
5. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$7,354.50
6. Fox Engineering, Elevated Water Storage Tank, \$1,483.00
7. Fox Engineering, W. 5<sup>th</sup> Street Parallel Water Main, \$12,212.93
8. Fox Engineering, Well #6 Pump Replacement, \$4,648.00
9. Fox Engineering, Wastewater Treatment Plant, \$368.50
10. Fox Engineering, Lexington Blvd. Wastewater Pump Station Improvements, \$2,395.50
11. City of Mt. Pleasant, Reimbursement for Police Academy Training, \$8,759.17
12. Caldwell Tanks, Inc., Elevated Water Storage Tank, \$440,930.15
13. WRH Construction, Inc., Lexington Blvd Pump Station Modifications, \$40,137.50
14. Hydro Klean, Clean Sanitary Sewer Lines, \$32,765.63
15. Washington County Auditor, Regular City Election Costs, \$2,402.07
16. Casey's General Store #1624, 1002 W. Madison St., Class C Beer Permit (BC), Sunday Sales, **(renewal)**
17. Ace-N-More, 1901 E. Washington Street, Class C Beer Permit (BC), Sunday Sales, **(renewal)**
18. Department Reports

### Consent - Other:

DeLong Construction, House Demolition, 220 E. Jefferson Street, \$4,500.00.

Mayor Johnson requested item 2 be removed from the consent agenda. Councilor Shepherd requested that item 11 be removed from the consent agenda.

Motion by Salazar, seconded by DeLong, to approve consent agenda items 2-10 and 12-18. Motion carried.

Motion by Salazar, seconded by Shepherd, to approve item 1 (council minutes 12-01-2015) on the consent agenda as amended (adding "as amended" to the motion to approve the first reading of an Ordinance Amending Chapter 70.03). Motion carried.

After discussion, motion by Shepherd, seconded by Salazar, to approve payment of item 11 (City of Mt. Pleasant) on the consent agenda. Motion carried.

Motion by Salazar, seconded by Shepherd, to approve payment to DeLong Construction. Motion carried. DeLong abstained with conflict.

Motion by Salazar, seconded by DeLong, to approve payment of the claims as presented.

Finance Director Kelsey Brown gave the financial reports for November. Motion by Salazar, seconded by Shepherd, to approve the financial reports. Motion carried.

Motion by Salazar, seconded by Shepherd, to approve the Annual Service Agreement with Impression Custom Computers. Motion carried.

Motion by Salazar, seconded by Youngquist, to approve the Engineering Task Order with Fox Engineering for the South Water Tower Renovations. Motion carried.

Motion by Salazar, seconded by DeLong, to approve a Resolution Setting Strategic Priorities for 2016. Roll call on motion: Ayes: DeLong, Salazar, Shepherd, Youngquist. Nays: none. Motion carried.

**(Resolution No. 2015-109)**

Motion by Salazar, seconded by Shepherd, to approve as amended the second reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 70, "Traffic Code Enforcement Procedures" – Parking Violation Fines. Roll call on motion: Ayes: DeLong, Salazar, Shepherd, Youngquist. Nays: none. Motion carried.

Motion by Salazar, seconded by Youngquist, to approve the second reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 65.02 "Special Stops Required" (Sitler Drive & S. Ave. E) and (S. Ave. E & W. Tyler Street). Roll call on motion: Ayes: DeLong, Salazar, Shepherd, Youngquist. Nays: none. Motion carried.

Motion by Salazar, seconded by DeLong, to approve the first reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 69, "Parking Regulations" – Snow Emergency. Roll call on motion: Ayes: DeLong, Salazar, Shepherd, Youngquist. Nays: none. Motion carried.

Motion by Salazar, seconded by Youngquist, to take Discussion and Consideration of first reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 69.08 "No Parking Zones" – East Van Buren Street (Case Field) from the table. Roll call on motion: Ayes: DeLong, Salazar, Shepherd, Youngquist. Nays: none. Motion carried.

Motion by Shepherd, seconded by Youngquist, to approve the first reading of an Ordinance Amending the Code of the City of Washington, Iowa, Chapter 69.08 "No Parking Zones" – East Van Buren Street (Case Field). Roll call on motion: Ayes: DeLong, Salazar, Shepherd, Youngquist. Nays: none. Motion carried.

Mayor Johnson presented Councilor Shepherd a plaque in recognition of and thanked him for his many years of service to the community.

Motion by DeLong, seconded by Youngquist, that the Regular Session held at 6:00 P.M., Tuesday, December 15, 2015 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

Joint Session  
City Council and County Supervisors  
December 15, 2015

The Washington City Council and the Board of Supervisors met in a work session in the council chambers, 120 E. Main Street, at 11:00 A.M., Tuesday, December 15, 2015. Mayor Johnson in the chair. On roll call present: DeLong, Rosien, Salazar, Shepherd, Youngquist, Zieglowsky, Miller, Seward, Stoops, Yoder, Young. Absent: none.

Also present were Mark Redlinger, City Administrator Brent Hinson, County Auditor Dan Widmer, Deputy County Auditor Michelle Hyman, County Treasurer Jeff Garrett, Sally Hart (KCII Radio), and David Hotle (Washington Evening Journal).

Motion by Stoops, seconded by Shepherd, that the agenda for the joint work session regarding 28E Recycling Center be approved as presented. Motion carried unanimously.

Discussion followed on various aspects of the current agreement, finances, a proposal from Mark Redlinger, and possible options for changing the current agreement. There was consensus among the officials that there is a better arrangement out there. City Administrator Hinson was directed to work with County Attorney Showers to move forward and develop some written proposals and guidelines which will come back before the elected officials for further discussions. Also consensus that as part of the development of future agreements Mayor Johnson, Administrator Hinson and Supervisor Stoops continue to meet to work on proposals and terms that would be acceptable to both parties.

Motion by Seward, seconded by Youngquist, that the work session held at 11:00 A.M., Tuesday, December 15, 2015, be adjourned. Motion carried unanimously.

Respectfully Submitted.

Illa Earnest, City Clerk



**BOLTON & MENK, INC.**

Consulting Engineers & Surveyors

DESIGNING FOR A BETTER TOMORROW

Please Remit To:

Bolton & Menk, Inc.  
1960 Premier Drive | Mankato, MN 56001  
507-625-4171 | 507-625-4177 (fax)  
www.bolton-menk.com

November 17, 2015

City of Washington  
1625 South Airport Road  
Washington, IA 52353

Outstanding Invoices

Number	Date	Invoiced	Balance Due	Days Outstanding
Project Number: T51.109617 Washington Airport/Construct Apron				
0177813	4/30/2015	19,008.00	19,008.00	201
0178790	6/4/2015	10,557.00	10,557.00	166
0179960	6/30/2015	3,480.00	3,480.00	140
Total for T51.109617		33,045.00	33,045.00	
Statement Totals		33,045.00	<del>33,045.00</del>	

Pay \$16522.50

301-6-6020-6791

~~2080~~ Initials JM

EXP. Taxiway work

Vender # \_\_\_\_\_ Date Rec. 12-11-15

Due Date \_\_\_\_\_ Inv # \_\_\_\_\_





# Impressions Computers, Inc.

108 W. Main St., Suite B

Washington, IA 52353

(319)653-2969

# Invoice

DATE	INVOICE #
12/15/2015	983832

BILL TO
City of Washington 215 E. Washington P.O. Box 516 Washington, IA 52353

DESCRIPTION	AMOUNT
Yearly Contractual Full IT	1,800.00
Payment in full is due upon receipt. Thank You!	<b>Total</b> \$1,800.00

# A & R Land Services, Inc.

1601 Golden Aspen Drive, Suite 105  
 Ames, IA 50010  
 515-450-4371

Invoice No. WASH-HWY1-15-3

## INVOICE

### Customer

Name City of Washington, Iowa, c/o Brent D. Hinson  
 Address 215 East Washington Street  
 City Washington State IA ZIP 52353  
 Phone 319-653-6584

Date 12/18/2015  
 Order No. WASH-HWY1-2015

Qty	Description	Unit Price	TOTAL
<b>NOVEMBER 2015</b>			
83.5	ROW Services for City of Washington, Iowa Highway 1 Water Main Project	\$65.00	\$5,427.50
1404	Mileage for project trips taken.	\$0.575	\$807.30
45	Color copies/printing.	\$0.50	\$22.50
1080	Black and white copies/printing.	\$0.10	\$108.00
	Abstractor/Courthouse Fees	\$1.00	
	Postage	\$1.00	
79	Recording Fees	\$1.00	\$79.00
SubTotal			\$6,444.30
Shipping & Handling			\$0.00
Taxes Iowa			

### Payment Details

- Cash  
 Check  
 Credit Card

Name \_\_\_\_\_  
 CC # \_\_\_\_\_  
 Expires \_\_\_\_\_

SubTotal \$6,444.30  
 Shipping & Handling \$0.00  
 Taxes Iowa  
**TOTAL \$6,444.30**

Office Use Only: Customer will be charged 1.5% interest per month for any invoices past due over 30 days.

Agreed expenses include: mileage at current the Federal rate, lodging at GSA's current rate, per diem at GSA's current rate, postage, copies/printing at 10 cents per black & white page and 50 cents per color page, telephone calls, and any other project-related expenses to be billed to client based on actual expense.

Your Expert Right of Way Resource

**IOWA GROW, INC**  
Gilbert Troyer  
831 14<sup>th</sup> Street  
Kalona, IA 52247  
319-656-3779

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

December 18, 2015

Re: Digester pumping, holding tank pumping and lagoon dredging

Iowa Grow, Inc. has completed the work included in bio solids  
Removal and application as per contract on December 11, 2015.

Contract Price: \$90,000

Thanks!

Gilbert Troyer

**IOWA GROW, INC**

Gilbert Troyer  
831 14<sup>th</sup> Street  
Kalona, IA 52247  
319-656-3779

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

December 18, 2015

Pumped and hauled waste water from lift station on November 19, 2015.

4 hours @ 70.00/hour

\$280.00

3539

# Wood Construction Inc

2105 Tulip Ave  
Ainsworth, IA 52201  
USA

# INVOICE

Invoice Number: 108  
Invoice Date: Dec 1, 2015  
Page: 1

Voice: 319-461-2902  
Fax:

<b>Bill To:</b>
Washington Public Librar

<b>Ship to:</b>
Washington Public Library

<b>Customer ID</b>	<b>Customer PO</b>	<b>Payment Terms</b>	
Washington Public		Net 15 Days	
<b>Sales Rep ID</b>	<b>Shipping Method</b>	<b>Ship Date</b>	<b>Due Date</b>
	Hand Deliver		12/16/15

Quantity	Item	Description	Unit Price	Amount
		Install door and steel frame in basement storeroom for future expansion		1,625.00

Subtotal	1,625.00
Sales Tax	
Total Invoice Amount	1,625.00
Payment/Credit Applied	
<b>TOTAL</b>	<b>1,625.00</b>

Check/Credit Memo No:

Overdue invoices are subject to late charges.



*Happy New Year!*

**Here for You, Your Family, and Your Business.**

Dear Friends of the Washington Chamber of Commerce,

On behalf of the Board of Directors and the Chamber team, it has been a pleasure to serve you in 2015. Let's build on the success of 2015 and continue to do amazing things together to make our community a stronger place to live and do business.

With your help, we continue to make great contributions to the way of life and our local economy. As we reflect, we would like to share some highlights of 2015 with you:

**Business Academy:** The Chamber partnered with local organizations and instructors to bring high caliber training to our local businesses. We held a 7 series Training Consortium at the local Kirkwood Regional Center. These classes were tailored to our community, based on feedback we received in local surveys. We are proud to announce another series will be offered in 2016, again tailored to the specific needs of the Washington area.

**Ribbon Cuttings:** The Chamber's Ambassador Team held 18 Ribbon Cutting Celebrations for local businesses who celebrated grand openings, ground breakings, expansions, and anniversaries.

**Alive After 5:** A grand total of 22 businesses opened their doors to the community for an evening of fun, refreshments, and networking.

**Washington's Welcome Center:** One may assume that Washington is in little need of tourism support, but over one-fourth of walk-in traffic that came into the office was Welcome Center related (shopping, events, info, dining). In 2015, volunteers put in 2,000 hours of time, which has a value of \$23.07 per hour. That's \$46,140 in donated time from our volunteers at the Welcome Center alone (not including any of the volunteer time spent at our 71 annual community events).

**I am tremendously optimistic about 2016. Chamber members are more involved than ever. Your membership in the Chamber helps us accomplish all of these projects and we could not be successful without the support of our members and partners.**

During this holiday season, we would like to thank you, our friends and partners, for your support this past year. We wish you all a safe and happy holiday season and look forward to working with you in the coming year. Warm wishes to you and your families that 2016 will be filled with much joy, happiness, and success.

It has been a pleasure serving you and helping you reach your goals.



Michelle Redlinger, Executive Director



WASHINGTON CHAMBER OF COMMERCE

205 W. Main Street  
Washington, IA 52353

"One of THE BEST Small Towns in America"
City of Washington 215 E Washington St PO Box 516 Washington, IA 52353

Phone (319) 653-3272

E-mail:michelle@washingtioniowa.org

Invoice Date: 12/22/2015

Invoice Number: 2015-1589

DESCRIPTION	PRICE EACH	QUANTITY	AMOUNT
2015 Annual city contribution to Chamber tourism	15,000.00		15,000.00

Please mark your billing preference

www.chamber.washingtioniowa.org

I prefer standard MAIL

**Balance Due** \$15,000.00

Save a stamp, please E-MAIL invoices!

Send invoices to this email:



WASHINGTON CHAMBER OF COMMERCE

205 W. Main Street  
 Washington, IA  
 52353



"One of THE BEST Small Towns in America"

City of Washington  
 215 E Washington St  
 PO Box 516  
 Washington, IA 52353

Phone (319) 653-3272

E-mail: michelle@washingtioniowa.org

**INVOICE**

Invoice Date: 12/22/2015

Invoice Number: 2015-1414

DESCRIPTION	PRICE EACH	QUANTITY	AMOUNT
2016 Chamber Base Investment - First 2 People in Business - Renewal	181.00		181.00
Employees 3-10 - plus \$37 per Employee	37.00	8	296.00
Employees 11-20 - plus \$14 per Employee	14.00	10	140.00
Employees 21-35 - plus \$10 per Employee	10.00	15	150.00
Balance of Employees - plus \$8 per Employee	8.00	40	320.00
Subtotal			1,087.00
10% Voluntary Increase for Website Development/Business Directory Improvement	10.00%		108.70
Payment Enclosed _____ or Please Bill: Semi-Annually _____ Quarterly _____ If you wish to pay this bill with a credit card please contact the Chamber office 319-653-3272			0.00

Please mark your billing preference

www.chamber.washingtioniowa.org

I prefer standard MAIL

**Balance Due** \$1,195.70

Save a stamp, please E-MAIL invoices!

Send invoices to this email:



# INVOICE

INV60230

## IMWCA

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION

500 SW 7TH STREET, SUITE 101

DES MOINES, IA 50309-4506

PHONE: 800-257-2708

DATE

1/1/2016

PAGE:

1

Mbr No: Member Name:

0706 Washington, City of

Washington, City of  
215 E Washington

Washington IA 52353

Please remit payment to: IMWCA, P.O. Box 310009, Des Moines, IA 50331-0009

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	WASHI001	AG0075				
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	INSTALL7	Installment 7 - Work Comp Prem 15-16			9,316.00	\$9,316.00

This invoice is due by February 1, 2016.

A FINANCE CHARGE of 1.5% (APR 18%) will be added to balances over 30 days past the due date.

When you provide a check as payment, you authorize IMWCA either to use the information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries please call 515-244-7282.

*Thank You*

Subtotal	\$9,316.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$9,316.00



**VEENSTRA & KIMM, INC.**

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

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**STATEMENT OF PROFESSIONAL SERVICES**

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

December 18, 2015  
Project No: 24616-029  
Invoice No: 2

Project Manager Leland Belding III

Engineering services for East 5th Street Mini Storage Site Plan Review:

**Professional Services from November 15, 2015 to December 12, 2015**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Engineer III-A	4.00	115.00	460.00	
Totals	4.00		460.00	
<b>Total Labor</b>				<b>460.00</b>
		<b>Total this Invoice</b>		<b>\$460.00</b>



**VEENSTRA & KIMM, INC.**

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

**STATEMENT OF PROFESSIONAL SERVICES**

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

December 18, 2015  
Project No: 24616-031  
Invoice No: 1

Project Manager Leland Belding III

Engineering services for Casey's Site Plan Review:

**Professional Services from November 15, 2015 to December 12, 2015**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Engineer IV	2.00	100.00	200.00	
Engineer XI	5.00	63.00	315.00	
Totals	7.00		515.00	
<b>Total Labor</b>				<b>515.00</b>
				<b>Total this Invoice</b>
				<b>\$515.00</b>



**VEENSTRA & KIMM, INC.**

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

**STATEMENT OF PROFESSIONAL SERVICES**

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

December 18, 2015  
 Project No: 24644  
 Invoice No: 11

Project Manager Leland Belding III

Engineering services for Industrial Park Rise Improvements - Design Services:

**Professional Services from November 15, 2015 to December 12, 2015**

**Professional Personnel**

	Hours	Rate	Amount	
Engineer III-A	72.00	115.00	8,280.00	
Drafter IV	24.00	66.00	1,584.00	
Technician III	31.50	67.00	2,110.50	
Totals	127.50		11,974.50	
<b>Total Labor</b>				<b>11,974.50</b>

**Unit Billing**

Duplication			22.40	
Duplication-8.5 X11 Color			41.65	
<b>Total Units</b>			<b>64.05</b>	<b>64.05</b>

**Billing Limits**

	Current	Prior	To-Date	
Total Billings	12,038.55	136,976.84	149,015.39	
Limit			190,000.00	
Remaining			40,984.61	
			<b>Total this Invoice</b>	<b>\$12,038.55</b>

**Billings to Date**

	Current	Prior	Total
Labor	11,974.50	133,876.50	145,851.00
Expense	0.00	718.69	718.69
Unit	64.05	2,381.65	2,445.70
<b>Totals</b>	<b>12,038.55</b>	<b>136,976.84</b>	<b>149,015.39</b>



**VEENSTRA & KIMM, INC.**

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

**STATEMENT OF PROFESSIONAL SERVICES**

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

December 18, 2015  
Project No: 24651  
Invoice No: 6

Project Manager Leland Belding III

Engineering services for West 3rd Street Storm Drainage Study:

**Professional Services from November 15, 2015 to December 12, 2015**

**Reimbursable Expenses**

Travel				51.75	
	<b>Total Reimbursables</b>			<b>51.75</b>	<b>51.75</b>

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	51.75	9,035.15	9,086.90
Limit			12,000.00
Remaining			2,913.10

**Total this Invoice \$51.75**

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	0.00	8,662.50	8,662.50
Expense	51.75	0.00	51.75
Unit	0.00	372.65	372.65
<b>Totals</b>	<b>51.75</b>	<b>9,035.15</b>	<b>9,086.90</b>

**Kevin D. Olson**  
**Attorney-at-Law**  
**1400 5<sup>th</sup> Street, P.O. Box 5127**  
**Coralville, Iowa 52241**

Phone (319) 351-2277 Fax: (319) 351-2279 e-mail: kevinolsonlaw@gmail.com

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December 30, 2015

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

**INVOICE**

For legal services rendered to the City of Washington, Iowa

TOTAL HOURS	15.25 hours (reg)
TOTAL MILEAGE	198 miles
Hourly Rate	\$90/hour- Reg
Mileage Rate	\$0.56 per mile
TOTAL FOR THIS INVOICE	\$1,483.38



**Griggs Environmental Strategies, Inc**

915 8th Street  
Boone, IA 50036 US  
(515)230-7044  
kevin@griggs-es.com  
www.griggs-es.com



# INVOICE

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

INVOICE # 12-357-006  
DATE 12/30/2015  
DUE DATE 01/29/2016  
TERMS Net 30

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ACTIVITY	QTY	RATE	AMOUNT
<b>Consulting</b> Wetland Mitigation Monitoring: Fall 2015 Site Inspection and Summary Report	1	1,356.00	1,356.00

It has been a pleasure working with you!

**BALANCE DUE**

**\$1,356.00**



**Applicant License Application ( LE0001508 )**

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

**Contact Person**

<b>Name</b>	<u>Denae Elgin</u>		
<b>Phone:</b>	<u>(515) 267-2874</u>	<b>Email</b>	<u>delgin@hy-vee.com</u>

**Classification** Class E Liquor License (LE)

**Term:** 12 months

**Effective Date:** 02/24/2016

**Expiration Date:** 02/23/2017

**Privileges:**

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

**Status of Business**

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

**Ownership**

**Stephen Meyer**

**First Name:** Stephen                      **Last Name:** Meyer  
**City:** Des Moines                      **State:** Iowa                      **Zip:** 50309  
**Position:** Executive VP, Secretary  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes

**Randy Edeker**

**First Name:** Randy                      **Last Name:** Edeker  
**City:** Urbandale                      **State:** Iowa                      **Zip:** 50322  
**Position:** CEO, President  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes

**Michael Skokan**

**First Name:** Michael                      **Last Name:** Skokan

City: Waukee State: Iowa Zip: 50263

Position: CFO, Treasurer

% of Ownership: 0.00% U.S. Citizen: **Yes**

**Jeffrey Pierce**

First Name: Jeffrey Last Name: Pierce

City: West Des Moines State: Iowa Zip: 50265

Position: Asst. Treasurer, Financial

% of Ownership: 0.00% U.S. Citizen: **Yes**

#### Insurance Company Information

Insurance Company:	<u>EMPLOYERS MUTUAL CASUALTY COMPANY</u>		
Policy Effective Date:	<u>02/24/2016</u>	Policy Expiration	<u>01/01/1900</u>
Bond Effective	<u>2</u>	Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective		Temp Transfer Expiration Date:	

**WWTP report  
January 5, 2016  
Council Meeting**

- **After hour alarm and dog call outs –**
  - 23<sup>rd</sup> WWTP alarm, generator running, 4:47 p.m. Delen
  - 26<sup>th</sup> dog call, Safety Center reported dog to be picked up at WCHC, 5:20 a.m. Delen
  - 27<sup>th</sup> dog call, Safety Center reported dog to be picked up at 1204 North 2<sup>nd</sup>, 2:14 p.m. Delen
  - 27<sup>th</sup> dog call, Safety center reported dog to be picked at the dog park, 7:07 p.m. Delen
  - 28<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 718 East Main, 7:00 p.m. Delen
- **Dept Head meetings –** Jason attended the meeting on the 15<sup>th</sup>. I attended the meetings on the 22<sup>nd</sup> & 29<sup>th</sup>.
- **SBR decanter VFD faults –** The internal changes, Dustin made to the VFD's on December 10, 2015 stopped the decanter faults for now.
- **Iowa Grow, Inc (IGI) –** Gilbert and crew finished the bio-solid projects on December 11, 2015. IGI removed and land applied one million seven twenty two thousand gallons (1,722,000) from new bio-solids storage basin (BSB). The cost of this project was forty three thousand and fifty dollars (\$43,050.00). There was money budgeted for this project. IGI also completed the bio-solids removal project from the old WWTP. This project included cleaning out the old anaerobic digester, old bio-solids storage tank, and East EQ (smaller EQ basin). The total cost of that project was ninety thousand dollars (\$90,000.00). IGI removed and land applied five hundred eighty five thousand (585,000) gallons from the old WWTP bio-solids removal project.
- **Iowa Renewal Energy (IRE) –** IRE stopped discharging to the City collection system on November 10, 2015 after their results were found to be in violation of the pretreatment agreement they have with the City. We plan to have a meeting with IRE, DNR, FOX, and the City before IRE starts discharging to City again.
- **Lexington lift station improvements –** Nothing has been done at this lift station since the last report.
- **Delen-** Passed the State of Iowa Waste Water grade II exam on December 16, 2015. Delen has obtained this license within eleven (11) months of working at the WWTP. This is a Great accomplishment. Good job, Delen!
- **Bio-solids storage basin (BSB) mixers, sub drain pumps, and cracked valve in BSB outlet line –** Jason and Delen got the mixers serviced on December 17, 2015. The sub drain pumps were both found to be tripping out their breakers. We pulled the pumps checked them out and reinstalled them. They were still tripping the breakers out. We pulled them again and took them to IA City Electric Motors (ICEM) to see if they could be repaired. ICEM called back and said both pumps were damaged beyond repair. We used our 4" gas pump to pump the ground water out of the wet well. We installed two (2) smaller heavy duty sump pumps in the wet well to keep the ground water pumped down. We got quotes for two (2) new permanent pumps to be installed in the wet well. These pumps were ordered from ICEM at a cost of one thousand three hundred twenty two dollars and fifty cents (\$1,322.50) each. We will get them installed as soon as they're received. Jason and Delen got a new valve installed on the BSB outline line on December 22, 2015. The valve that was replaced had a crack in its body. Temporary repairs were made to the cracked valve before the bio-solids were removed from the BSB.
- **WWTP tour –** We gave a tour of the WWTP to three (3) waste water operators from Tiffin and three (3) engineers from Hart-Frederick Consultants on December 16, 2015. City of Tiffin is in the process of upgrading their WWTP. They wanted to see our equipment and to talk to us about it.

- **IDNR meeting about new NPDES discharge permit** – Jason and I met with Terry Jones and Jim Kacer of the local DNR field office on December 17, 2015 to discuss testing methods and frequencies that are part of the new permit. The meeting was favorable for us. We'll be able to use the readings from our in-line dissolved oxygen meters for our daily and monthly reporting instead of getting samples from the seven (7) basins and performing dissolved oxygen tests on them. DNR did say we'll need to have the meters calibrated on a regular basis though. I'm working on getting quotes for calibrating the meters.
- **WWTP November 2015 MOR** – Average daily flow **2.03** million gallons (mg), maximum daily flow **5.51** mg, minimum daily flow **1.09** mg. There was **one (1)** violation of the WWTP's NPDES discharge permit. The final effluent CBOD5 seven day average result was 63.9 mg/L and the limit is 45.0 mg/L. The violation was caused by IRE's discharge exceeding the pretreatment agreement limit. The pretreatment agreement is between IRE and the City. Total precipitation for November 2015 = **>4.57"** (recorded at the WWTP).

**CBOD5 Removal 85% required      result = 93.1 %**  
 Influent CBOD5 monthly average = **286.5** mg/L  
 Effluent CBOD5 monthly average = **19.8** mg/L

**TSS Removal 85 % required      result = 97.3 %**  
 Influent TSS monthly average = **102.8** mg/L  
 Effluent TSS monthly average = **4.3** mg/L

- **2016/2017 WWTP budget** – Completed the budget and turned in papers to Brent on December 30, 2015.
- **WWTP electrical power interruptions** – We had four power interruptions at the WWTP causing the WWTP's main electrical breaker to trip out. The first one occurred during the strong winds on December 23, 2015. The other three (3) occurred during the storm on December 28, 201. The generator ran during these events until the main breaker was reset when we went back to Alliant power.
- **Solar power meeting** – Jason and I attended a solar power meeting at City Hall on December 23, 2015.

**Fred E. Doggett**  
**12/30/2015 3:31 PM**

Please see below for a Council update for the Parks Department. This will be my first update and please let me know if I need to add more information or if I am giving you too much.

- During the week of 12/28 most of our time was spent clearing snow. I came in early in the morning 12/29 to help the maintenance crew clean downtown. There is a lot of small areas of City property to clean under our jurisdiction I am learning where they are all located.
- Our FY17 budget has been turned in to City Hall. Please let me know if you would like more information on next years budget.
- I met with Mason Quigley this week. Mason is a college student who worked last summer for the parks department. Tim recommends him and I feel good about hiring him again for a summer position. He seems like a great young man. He is also the son of Jay Quigley from the maintenance department.

Past projects we have been working on.

- We are working on getting quotes to fix a broken water toy at the pool. We have gotten quotes on replacements but we are going to see how much it would be to fix the current one. This is the yellow water spout with the red handle valve that controls the water flow.
- We have a contractor lined up to repair several tiles at the bottom of the pool. The weather needs to be warm for the grout to work correctly. We will hopefully get this repair done before the pool season opens.
- We are trying to get someone to repair a spot on the roof at the pool concession stand. Water damage has caused the wood to rot under the shingles around the vent for the water heater. We are going to try and spot repair and then hopefully replace the entire roof after the pool season next summer.
- We have fixed two water leaks in the park. One at the dog park and one at the pool

Have a great New Year!

# Maintenance and Construction Report

12/5/15-12/18/15

**STREETS:** M/C Personnel cold mixed using approximately 2 ton of material. The street sweeper operated and completed the east end of town. Personnel finished vacking leaves and put the leaf vac away, but picked up numerous piles of leaves throughout the town the past couple weeks. Personnel used 4 ton of rock while grading alleys.

**WATER DISTRIBUTION:** M/C Personnel assisted Intercom (Alliant Energy subcontractor) with a couple water services that were hit during boring new gas lines.

**SEWER COLLECTION:** M/C Personnel assisted Fox engineering with and completed smoke testing in the SE sewer basin. Personnel jetted numerous areas in the sanitary sewer system where problems occurred for residents. Personnel also televised a few of these areas to determine if the City's sewer main was clear, which it was in every situation.

**STORM SEWER COLLECTION:** M/C Personnel installed an 8 inch intake on the west side of North 12<sup>th</sup> Ave where an 8 inch tile was taken out of the sanitary sewer. Personnel reconstructed an intake at North F Ave-West 5<sup>th</sup> St, to bring the structure up to grade and a stub of 15 inch dual walled pipe.

**MECHANIC/SHOP:** M/C Personnel serviced 302 (electrical issues), 301 (installed salt spreader) 117 (transmission), PD 96, PD 79 (exhaust fan bracket) and 131 end loader.

**OTHER:** M/C Personnel responded to 39 One Call Locates. Personnel hauled numerous loads of cold mix, sand and rock to the stock pile.

*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.*

## **Elm Grove & Woodlawn Cemeteries**

### **Council Report for December 2015**

**By Nicholas Duvall**

This month we began using GPS to record survey pins in Elm Grove. We plowed snow at the airport once and cemetery three times. We serviced the Gator and one mower. I took several days of vacation. I also have been working on year end records, and completed budget paperwork. I am going to be working on the new columbariums soon as well. I have also been working on trimmers, getting them ready for winter storage.

We have had 4 funerals at Elm Grove this month. This brings our total for the calendar year to 84. This month we plan to continue with services, and plowing snow. As time allows, I will also be going thru the mowing equipment and servicing and repairing the mowers so they are ready for spring. We will also be working on records updating as time allows.





<b>POLICE</b>	ADAM, SETH	MEAL REIMBURSEMENT	34.47
	ARAMARK UNIFORM SERV INC.	RUG SERVICE	213.37
	COBB PETROLEUM	FUEL	1,954.92
	EMBROIDERY BARN	EMBROIDERY-EMBLEMS	27.00
	GALLS LLC	UNIFORM	119.58
	IGRAPHIX, INC	SHIPPING	44.50
	JOHN DEERE FINANCIAL	DOG FOOD	24.99
	JOHNSON, BRETT	MEAL REIMBURSEMENT	30.09
	QUILL	OFFICE SUPPLIES	34.07
	VERIZON WIRELESS	WIRELESS SERVICE	1,430.81
	VISA	COMPUTER, SOFTWARE, MISC.	5,410.11
	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	9.54
		<b>TOTAL</b>	<b>9,333.45</b>
<b>FIRE</b>	ALLIANT ENERGY	GAS/ELECTRIC	111.28
	COBB PETROLEUM	FUEL	77.82
	HAWKEYE FIRE & SAFETY	SAFETY SUPPLIES	55.00
	VERIZON WIRELESS	WIRELESS SERVICE	101.97
	WCHC FAMILY MEDICINE	PHYSICAL	228.00
	WINDSTREAM IOWA COMMUNICATIONS	PHONE SERVICE	171.83
		<b>TOTAL</b>	<b>745.90</b>
	<b>DEVELOP SERVICES</b>	BRUNS, DAVID	MILEAGE REIMBURSEMENT
CCP INDUSTRIES		JACKETS	332.18
COBB PETROLEUM		FUEL	141.48
HAWKEYE FIRE & SAFETY		SAFETY SUPPLIES	53.35
MARK'S SANITATION		ABATE TRASH	175.00
VERIZON WIRELESS		WIRELESS SERVICE	254.55
VISA		MEMBERSHP, CLOUD STOR, SUP	269.91
WALMART COMMUNITY BRC		SUPPLIES AND TONER	9.68
		<b>TOTAL</b>	<b>1,252.83</b>
<b>LIBRARY</b>		ALL AMERICAN PEST CONTROL	PEST CONTROL
	AMAZON	LIBRARY MATERIALS & SUPPLI	194.75
	EBSO SUBSCRIPTION SERV	ANNUAL MAGAZINE RENEWALS	248.04
	FAREWAY STORES	OFFICE SUPPLIES	1.99
	HY-VEE	PROGRAM REFRESHMENTS	94.05
	J & S ELECTRONIC BUSINESS SYSTEMS, INC	COPIER CONTRACT	148.80
	RECORDED BOOKS LLC	AUDIOBOOK	31.50
	SCHAEFER CLEANING	JAN CLEANING	1,125.00
	WAPSIPINICON ALMANAC	ALMANAC	9.00
	WCDC INC	WINDOW WASHING	30.00
	WINDSTREAM IOWA COMMUNICATIONS	ELEVATOR LINE	53.75
	WOMANKIND	BACK ISSUES SHIPPING	35.72
		<b>TOTAL</b>	<b>2,016.60</b>
<b>PARKS</b>	ARMSTRONG HTG INC.	SUNSET PK SHOP HTG MAINT	78.00
	COBB PETROLEUM	FUEL	278.81
	CUSTOM IMPRESSIONS INC	SHIRTS	149.90
	JOHN DEERE FINANCIAL	SUPPLIES/PARTS	90.78
	SITLER'S ELECTRIC	ELEC SUPPLIES	533.82
	VERIZON WIRELESS	WIRELESS SERVICE	27.96
	VISA	MUSIC FOR SQUARE	4.99
	WASHINGTON LUMBER	SPEC MIX	8.09
	WASHINGTON RENTAL	REPAIRS AND SERVICE	138.53
	WIDMER, TIM	REIMBURSEMENT SUPPLIES	129.15
	ZEE MEDICAL INC.	SAFETY SUPPLIES	54.95
		<b>TOTAL</b>	<b>1,494.98</b>

<b>POOL</b>	ACCO	PUMP PROTECTOR	68.20	
	AQUA-PRO	IRRIGATION SYS MAINTENANCE	268.00	
		<b>TOTAL</b>	<b>336.20</b>	
<b>CEMETERY</b>	ALLIANT ENERGY	GAS/ELECTRIC	22.78	
	ATCO INTERNATIONAL	SUPPLIES	168.88	
	CERTIFIED LABORATORIES	DIESEL FUEL TREATMENT	821.50	
	LOWRY EQUIPMENT	PARTS FOR KUBOTA	259.92	
	SITLER'S ELECTRIC	ELEC SUPPLIES	28.53	
	SMITH TREE SERVICE	TREE REMOVAL	515.00	
		<b>TOTAL</b>	<b>1,816.61</b>	
<b>FINAN ADMIN</b>	AVENET WEB SOLUTIONS	ANNUAL WEBSITE PCKG	750.00	
	BAKER PAPER CO.	COPY PAPER	59.70	
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	214.94	
	CNA SURETY	BLANKET BOND POLICY 2016	849.15	
	CUSTOM IMPRESSIONS INC	PLAQUE	73.35	
	EBERT SUPPLY CO.	SUPPLIES	57.00	
	IGRAPHIX, INC	OFFICE SUPPLIES	3.50	
	IIMC	ANNUAL MEMBERSHIP RENEWAL	155.00	
	IMPRESSIONS COMPUTERS, INC	COMPUTER SERVICE	206.50	
	J & S ELECTRONIC BUSINESS SYSTEMS, INC	COPIER PARTS & MAINTENANCE	2,218.67	
	PIP PRINTING	ENVELOPES	433.78	
	PITNEY BOWES GLOBAL FINANCIAL SERVICES	POSTAGE METER RENTAL	335.16	
	QUILL	PRINTER RIBBONS	172.44	
	VERIZON WIRELESS	WIRELESS SERVICE	133.91	
	WALMART COMMUNITY BRC	SUPPLIES AND TONER	10.97	
	WASHINGTON EVENING JOURNAL	LEGAL & DISPLAY ADVERTISIN	628.14	
		<b>TOTAL</b>	<b>6,302.21</b>	
	<b>AIRPORT</b>	ALLIANT ENERGY	GAS/ELECTRIC	205.56
		ALLIANT ENERGY	GAS/ELECTRIC	595.77
		VERIZON WIRELESS	WIRELESS SERVICE	27.96
WASH CO RECYCLING CTR		AIRPORT REFUSE	80.00	
BAKER PAPER CO.		SUPPLIES	145.60	
		<b>TOTAL</b>	<b>1,054.89</b>	
<b>ROAD USE</b>	COBB PETROLEUM	FUEL	783.45	
	DOUDS STONE LLC	ROADSTONE	590.39	
	HIWAY SERVICE CENTER	PARTS	46.59	
	MIDWEST WHEEL	CORROSION INHIB	113.28	
	MOSE LEVY CO INC	TUBE & FLAT	35.70	
	THOMPSON TRUCK AND TRAILER INC.	TUBE/VEHICLE REPAIR	2,924.85	
		<b>TOTAL</b>	<b>4,494.26</b>	
<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY	217.59	
	MARIE ELECTRIC INC.	REPAIR LIGHT	163.53	
		<b>TOTAL</b>	<b>381.12</b>	
<b>CAPITAL PROJ</b>	WASH TITLE & GUARANTY CO	ABSTRACT FOR 216 E JEFFERS	245.00	
		<b>TOTAL</b>	<b>245.00</b>	
<b>TREE COMMITTEE</b>	DAHL, ANDREW	REIMB FOR IPAD AIR	527.34	
	GERDES WHOLESALE NURSERY INC	TREES	3,010.00	
		<b>TOTAL</b>	<b>3,537.34</b>	
<b>LIBRARY GIFT</b>	ACCESS SYSTEMS	GENEOLOGY COPIER MAINTENAN	180.00	
	AMAZON	LIBRARY MATERIALS & SUPPLI	112.77	
	MUVCHAT	MOVIE	35.00	
	TRACES	PROGRAMMING	350.00	
		<b>TOTAL</b>	<b>677.77</b>	

<b>WATER PLANT</b>	ALBRIGHT, TAMMY	WATER DEPOSIT REFUND	4.67	
	ALLIANT ENERGY	ALLIANT ENERGY	4,706.61	
	CARROLL, SUSAN	MILEAGE REIMB	17.83	
	COBB PETROLEUM	FUEL	90.25	
	GELLMAN, MITZI	WATER DEPOSIT REFUND	36.51	
	GREINER DISCOUNT TIRES	TIRE REPAIR	18.50	
	HOLT SUPPLY CO.	PARTS	356.98	
	JENNINGS, ELAINE	MILEAGE REIMBURSMENT	16.10	
	MANNING, ALICIA	WATER DEPOSIT REFUND	122.04	
	MCARTOR, BRIAN	WATER DEPOSIT REFUND	116.58	
	PEPPERS, KIM	WATER DEPOSIT REFUND	33.62	
	PINNACLE ENGINEERING	WELL 7 COMMUNICATION ISSUE	2,366.00	
	POSTMASTER	BULK MAILING WATER BILLS	823.94	
	SCHONAUER, RAY	WATER DEPOSIT REFUND	112.29	
	STREFF, ROSE	MILEAGE REIMBURSEMENT	7.88	
	VERIZON WIRELESS	WIRELESS SERVICE	51.96	
	WALMART COMMUNITY BRC	SUPPLIES AND TONER	29.32	
	WATERHOUSE, KYLE D	WATER DEPOSIT REFUND	21.19	
	WIDMER, KYLER	WATER DEPOSIT REFUND	44.91	
	WINDSTREAM IOWA COMMUNICATIONS	PHONE SERVICE	41.23	
		<b>TOTAL</b>	<b>9,018.41</b>	
	<b>WATER DIST</b>	ALLIANT ENERGY	ALLIANT ENERGY	50.89
		BRINNING, JACOB	WATER CLASS REIMB	30.00
		COBB PETROLEUM	FUEL	820.08
		HIWAY SERVICE CENTER	PARTS	24.98
MINCER FORD		BRAKE BOOSTER	516.48	
PRODUCTIVITY PLUS		EDGE & PLOW BOLT KIT	268.75	
UTILITY EQUIPMENT CO		CURB BOXES	516.24	
VERIZON WIRELESS		WIRELESS SERVICE	128.91	
VISA		LODGING AND MEALS	567.90	
WAGENKNECHT, RICK		BOOT REIMBURSEMENT	84.79	
WIBSTAD, ZACH		WATER DIST CLASS	110.00	
		<b>TOTAL</b>	<b>3,119.02</b>	
<b>SEWER PLANT</b>		ALLIANT ENERGY	GAS/ELECTRIC	9,010.46
	BRECKE MECHANICAL CONTRACTORS	HEAT PUMP REPAIR IN GARAGE	446.90	
	COBB PETROLEUM	FUEL/GREASE	129.06	
	JOHN DEERE FINANCIAL	SUPPLIES	267.40	
	TESTAMERICA LABORATORIES INC	TESTING	1,244.25	
	TUSING, DELEN	REIMB LICENSE FEE	80.00	
	VERIZON WIRELESS	WIRELESS SERVICE	113.92	
		<b>TOTAL</b>	<b>11,291.99</b>	
<b>SEWER COLLECT</b>	BARRON MOTOR SUPPLY	PARTS	43.50	
	COBB PETROLEUM	FUEL	1,404.50	
	GREINER DISCOUNT TIRES	TIRES	115.90	
	HIWAY SERVICE CENTER	PARTS	26.49	
	IOWA ONE CALL	SERVICE	94.70	
	MOSE LEVY CO INC	TUBE & FLAT	15.90	
	USA BLUEBOOK	PLUGS	262.80	
	UTILITY EQUIPMENT CO	SEWER SADDLES/PVC SEWER PIPE	1,470.62	
	VERIZON WIRELESS	WIRELESS SERVICE	87.84	
	WALMART COMMUNITY BRC	SUPPLIES AND TONER	63.33	
	WASHINGTON LUMBER	DRI- CRETE/LUMBER	92.58	
		<b>TOTAL</b>	<b>3,678.16</b>	
	<b>SEWER CAPITAL PROJ</b>	ROJ IOWA PUMP WORKS INC	PUMP RENTAL-LEXINGTON LIFT	1,800.00
		<b>TOTAL</b>	<b>1,800.00</b>	
<b>SANITATION</b>	EL HERALDO HISPANO, INC.	ADVERTISING ANNUAL STICKER	125.00	
	EVERYTHING RUBBERMAID	250 RECYCLING CONTAINERS	2,969.75	

LUKE WASTE MANAGEMENT	REFUSE AND RECYCLING PICKU	25,999.50
RECYCLING SERVICES AGENCY	DECEMBER RECYCLING ADJUSTM	500.00
WASH CO HUMANE SOCIETY	COLLECTIONS FOR DECEMBER	436.10
	<b>TOTAL</b>	<b>30,030.35</b>
	<b>TOTAL</b>	<b>92,627.09</b>

CITY OF WASHINGTON, IA  
VISA Card Charges - 2015

CLAIMS REPORT 01/06/2016

**POLICE**  
HEARTLAND SERVICES - 2 HARD DRIVES AND SERVICE  
ITUNES - APPLICATION FOR IPAD  
AMAZON - CAR CHARGER  
BEST BUY - MICROSOFT SURFACE BOOK 2 IN 1  
MICROSOFT STORE  
MY CHOICE SOFTWARE - MICROSOFT OFFICE  
AMAZON - CAR CHARGER  
AMAZON - CAR CHARGER  
INTOXIMETERS - MOUTHPIECE  
AMAZON - WIFI ACCESS POINT FOR CONFERENCE ROOM  
EMERGENCY MEDICAL PRODUCTS - NITRATE GLOVES  
AMAZON - MICROPOST SURFACE ETHERNET CABLE  
VOKER - WALKIE TALKIE MESSENGER SUBSCRIPTION  
IOWA POLICE CHIEFS ASSOC - IPCA MEMBER DUES  
DROPOX - RENEWAL FOR YEAR OF DROPOX COVERAGE  
CHEAPER THAN DIRT - BATTLELIGHTS M4 FRONT DIOPTRIC REAR SIGHT SET  
MIDWAYUSA.COM - PARTS  
JCPENNEY - CLOTHING ALLOWANCE  
VONMAUR - CLOTHING ALLOWANCE  
AMAZON - CAR CHARGER FOR LENOVO CHROMEBOOK  
DOUBLETREE HOTEL - MEALS FOR GOODMAN CONFERENCE IN CR

949.12  
19.97  
41.88  
2,899.98  
11.99  
99.99  
104.89  
49.16  
57.00  
108.57  
122.10  
58.08  
29.99  
75.00  
99.00  
196.66  
79.27  
86.89  
259.17  
26.44  
34.96  
5,410.11

**WATER DIST**  
PERKINS - MEAL FOR 4 EMPLOYEES ATTENDING WATER DIST CLASS  
TWIN RESTAURANT - MEAL FOR 4 EMPLOYEES ATTENDING WATER DIST CLASS  
TASOS - MEAL FOR 4 ATTENDING WATER DIST CLASS  
HOLIDAY INN - HOTEL ROOMS FOR 4 EMPLOYEES ATTENDING WATER DIST CLASS

53.86  
70.74  
75.94  
367.36

567.90

**PARK**  
PANDORA - RADIO FOR SQUARE

**DEVELOPMENT SERVICES**  
DROPOX - STORAGE FOR DEV SERV  
QUILL - FOLDERS  
IAEI - ASSOCIATION DUES  
QUILL - OFFICE SUPPLIES

4.99

99.00  
35.19  
120.00  
15.72

269.91

4.99

11.00

IOB #	DECEMBER 2015 ADDRESS	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
1	703 N. Ave. B	city	couch on porch	1-Dec	1-Dec	hanger				MH	Closed
2	431 S. 7th Ave	city	box springs--mattress behind house	1-Dec	1-Dec	hanger				MH	Closed
3	733 E. Washington St.	city	trash bags by garage	1-Dec	1-Dec	hanger	31-Dec	*		MH	Closed
4	717 E. 2nd St.	city	car on grass	2-Dec	2-Dec	hanger				MH	open
5	920 N. 4th Ave.	city	trash bags by garage	3-Dec	3-Dec	48 hr hanger				MH	open
6	1027 N. 6th Ave.	city	couch in yard recliners in carport tires on couch	3-Dec	3-Dec	hanger	5-Jan	0	step 2 letter 12-22-15 DL 1-5-16	MH	open
7	415 E. Jefferson St.	city	trash in rear yard, by garage door 2 tv's by garage	3-Dec	3-Dec	48 hr hanger	7-Dec	*		MH	Closed
8	Parkside Estates	citizen	trash not picked up from trailers. Contractor not paid. Private property. Called Brad Frisbie. Pick up by Monday or City will abate. 12/4/15-owner called back. They will have trash removed ASAP. 12/7/15-talked to Mark. I will give them until 12/8 at noon to get things straightened out.	4-Dec						SED	Closed
9	1002 N. 2nd Ave.	city	2 cars on grass	7-Dec	7-Dec	hanger				MH	Closed
10	621 N. 7th Ave.	city	car boat&trailer on grass	7-Dec	7-Dec	hanger				MH	Closed
11	703 S. 3rd Ave	city	trash bags in back of carport again	7-Dec	7-Dec	letter	14-Dec	*	last warning	MH	Closed
12	1122 E 3rd St	city	trash bags on porch	8-Dec	8-Dec	48 hr hanger	10-Dec			MH	Closed
13	1416 E. 2nd St	city	trash bags, chair by garage & house	8-Dec	8-Dec	48 hr hanger	10-Dec			MH	Closed
14	1100 N. 6th Ave.	city	car on grass	8-Dec	8-Dec	hanger			owner called will be removed by end of month	MH	Closed
15	1004 N 6th Ave	city	trash bags by tree	8-Dec	8-Dec	48 hr hanger	10-Dec			MH	Closed
16	431 E Madison St.	city	trash bags by house	8-Dec	8-Dec	48 hr hanger	10-Dec			MH	Closed
17	411 S. 2nd Ave	city	couch @ curb recliner on porch	9-Dec	9-Dec	hanger			couch is rated indoor outdoor	MH	Closed
18	415 S 2nd Ave	city	couch on porch	9-Dec	9-Dec	hanger				MH	Closed
19	702 S. Ave B	city	trash bags & recliner behind house	9-Dec	9-Dec	48 hr hanger	14-Dec			MH	Closed
20	814 N. 6th Ave	city	trash bags behind house falling out screen porch door	9-Dec	9-Dec	48 hr hanger	14-Dec			MH	Closed
21	925 E. 3rd St.	city	couch by garage door	14-Dec	14-Dec	hanger	21-Dec			MH	open
22	914 E. 3rd St	city	trash bags at street 3 days early no stickers	14-Dec	14-Dec	hanger				MH	Closed
23	220 S. Ave D	citizen	trash bags in patio	9-Dec							
24	414 W. Jefferson St.	citizen	junk on front porch	14-Dec	15-Dec	verbal	18-Dec		false alarm nothing there	MH	Closed
25	320 W. Washington Blvd	city	car on grass	15-Dec	15-Dec	letter	29-Dec	*	Kevin says junk gone by end of week	MH	open
26	305 1/2 E Madison St	city	trash bag at curb no sticker	17-Dec	17-Dec	48 hr hanger	21-Dec			MH	open
27	1416 E 2nd St	city	tv by garage	17-Dec	17-Dec	hanger				MH	open
28	325 E Madison St	city	car on grass	17-Dec	17-Dec	hanger	5-Jan		letter 12-23 DL 1-5-16	MH	Closed
29	603 S. Ave. B	city	trash-junk between garage and street	17-Dec	17-Dec	letter	31-Dec			MH	Closed
30	719 N. Ave B	city	trash bags by front porch trash on porch	21-Dec	21-Dec	letter	31-Dec			MH	open
31	503 S. 3rd ave	city	woodpile not stacked	21-Dec	21-Dec	letter	4-Jan		DL 1-5-16	MH	open
32	925 E. 3rd St.	city	trash bags at curb 3 days early	21-Dec	21-Dec	Warning	Clean up deadline			City Official	Status
33	807 S. 2nd Ave.	citizen	trash bags on front porch	22-Dec	23-Dec	hanger	4-Jan			MH	CLOSED
34	813 S. 2nd Ave.	citizen	trash bags on back porch	22-Dec	23-Dec	cert letter	4-Jan			MH	open
35	1027 N. 6th Ave.	city	recliner on patio- couch, tires junk in side yard	22-Dec	23-Dec	letter	4-Jan		12-29 owner called disabled low on funds etc need extra time	MH	open
36	202 E. Main St.	city	trash bags in carport	30-Dec	30-Dec	48 hr hanger	4-Jan			MH	open
37	514 N. Ave D	city	trash bags at curb	31-Dec	31-Dec	48 hr hanger	4-Jan			MH	open
38	308 W. Jefferson St.	city	mattress by porch	31-Dec	31-Dec	hanger				MH	open
39	308 W. Jefferson St.	city	trash bags in porch	31-Dec	31-Dec	48 hr hanger	4-Jan			MH	open
40	748 E. Main St.	city	carpet at curb	31-Dec	31-Dec	48 hr hanger	4-Jan			MH	open
41	214 S Ave D	city	trash bags at curb	31-Dec	31-Dec	48 hr hanger	4-Jan			MH	open
42	514 N Ave D	city	trash bags at curb	31-Dec	31-Dec	48 hr hanger	4-Jan			MH	open

Washington Volunteer Fire Department  
December 9, 2015

October Fires

4 City fires	620.00
1 rural fires	850.00
0 Drill	.00
5 fires and 1drill	1470.00

Sandy Lovetinsky talked about the Elf program

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Zach Thomas made a motion to pay all bills against the department. Seconded by Zach Morrison.

Motion passed

Communication: Tom Tanner the department for helping with Jody and helping move her.

Committees; Social ; snacks after meeting. Cinnamon rolls made by Sandy Lovetinsky.

Pancake Day is January 13,2016. Tickets handed out.

Xmas party 12-19-15 at 4:00

Christmas party at Ron Armstrong's December 13 at 5:30.

We need application for new members.

Rescue meeting

Old Business; County meeting was at Brighton Nov. 24.

Delongs demoed old house south of fire station the week of Nov. 16. Next house after 1st of the year

Steve Genk has a house to use for training.

New business: Station update the council is trying to figure out which way to go.

Working on getting 1st responders set up.

Emt class at Kirkwood

New Truck chassis was built last week.

Pipeline Meeting Feb. 16 at Mt. Pleasant at 6:00pm.

**Elections:** Bill Wagner made a motion to keep all officers except 1st Asst. 2nd by Jerry Guengerich.

Motion passed. Chief Tom Wide, 2nd Asst. Jim Williams, Sec. Tom Beauchamp.

1st. asst. vote between Craig Rembold and Randy Tisor was close won by Craig.

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

Tom Wide is working on ISO rating for County .

Everyone needs to get direct deposit.

discussion of calls:

No other business, roll call taken meeting adjourned.

Secretary

Tom Beauchamp

*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*

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## **Memorandum**

December 31, 2015

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

From: Brent Hinson  
City Administrator

Re: Municipal Tow Lot

Council approved moving forward with the tow lot at the November 17 meeting. This item is budgeted for \$15,000 in the current fiscal year. Basically, we would fence off an area at the old wastewater treatment plant site to use for storage of towed vehicles and vehicles being held for evidentiary purposes by the police.

After looking at the facts on the ground, so to speak, and taking into account the need for a tow truck to be able to turn around in the tow lot area, we are looking to fence off a larger amount of land than originally anticipated. When we originally looked at this, it was thought that fencing off a small area behind the old headworks building in the northeast corner of the old plant site would work well, but it looks like we can get a lot better setup by running a new fence from the north perimeter fence to an existing internal fence just north of the old sludge storage structure. This would also allow for two gates to the site, and would utilize existing gravel driveways, cutting down on the amount of gravel that would need to be added for the project.

Attached are two quotes for fencing for this project. We recommend approval of the quote from Life Time Fence Company in the amount of \$8,615. This includes \$1,795 for repairs to the existing fence that would come from the wastewater plant budget, so the amount against the tow lot project would be \$6,820. We would picture a couple thousand dollars in gravel on top of this amount, but will try to utilize the crushed trickling filter rock as base for any new graveled areas added to save on cost.





Life Time Fence Company, Inc.  
Cedar Rapids, Iowa 52408  
www.lifetimefencecompany.com

PO BOX 8144  
319-396-3232  
lifetimefence@aol.com

# PROPOSAL/CONTRACT

Page 1  
12/18/2015

**Customer Information:**

CITY OF WASHINGTON ATTN: STEVE D.  
WASHINGTON, Iowa

**Job Information:**

458-0190  
SDONNOLLY@WASHINGTONIOWA.NET

**Notes:**

- \*CUSTOMER TO LOCATE PRIVATE UTILITIES AND STAKE FENCE LINE.  
SUPPLY AND INSTALL 265' OF 8'H GALVANIZED CHAIN LINK FENCE WITH TWO 16'W DOUBLE DRIVE GATES. \$7795

\*OPTION TO INSTALL USING 6'H GALVANIZED CHAIN LINK. \$6820

\*OPTION TO REPAIR EXISTING FENCE.  
APROX. 100' OF 7'H TT WITH NECESSARY CORNER AND LINE POSTS, TOP RAIL, BARBWIRE AND FITTINGS TO MATCH EXISTING. \$1795  
QUOTE GOOD FOR 30 DAYS.

\*EXCLUDES FROST CONDITIONS.  
THANK YOU FOR THE ESTIMATE. PLEASE CALL WITH ANY QUESTIONS.  
GENE

**\$8615**

PER PLAN PROVIDED

Life Time Fence Company, Inc. agrees to guarantee above fence to be free from defects in materials and workmanship for one year.

Life Time Fence Company, Inc. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer. Life Time Fence Company, Inc. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does Life Time Fence Company, Inc. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

Life Time Fence Company, Inc. will assume the responsibility for having underground public utilities located and marked. However, Life Time Fence Company, Inc. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing Life Time Fence Company, Inc. to dig in the immediate vicinity of known utilities.

The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job

site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of Life Time Fence Company, Inc. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

**Approved & Accepted for Customer:**

Contract Amount: \$ \_\_\_\_\_

Down Payment: \$ \_\_\_\_\_

Balance Due: \$ \_\_\_\_\_

\_\_\_\_\_  
Customer Date

Life Time Fence Company, Inc.:

\_\_\_\_\_  
Salesperson Date



## QUOTE

Monday, December 21, 2015

### D & N Fence Co., Inc.

*"Craftsmanship at its finest"*

4000 Blairs Ferry Rd. NE  
Cedar Rapids, IA 52411  
Phone: (319)-393-0468  
Fax: (319)-393-0667  
Email: dnfenceco@qwestoffice.net

TO: City of Washington  
Attn: Steve Donnelly  
215 E. Washington Street  
Washington, IA 52353  
PH: 319-653-6584 Ext. 124  
FAX: 319-653-5273  
CELL: 319-458-0190  
Email: sdonnelly@washingtioniowa.net

Project: 165 W Buchanan St., Washington, IA

Supply and install 273' of 8' high galvanized chain link fence with 2- 16'x8' double gates  
\$7,650.00

Option : For 6' High \$6,825.00

4" SS40 Gate Posts  
3" SS409 Terminal Posts  
2 1/2" Line Posts  
Brace, truss and bottom tension wire

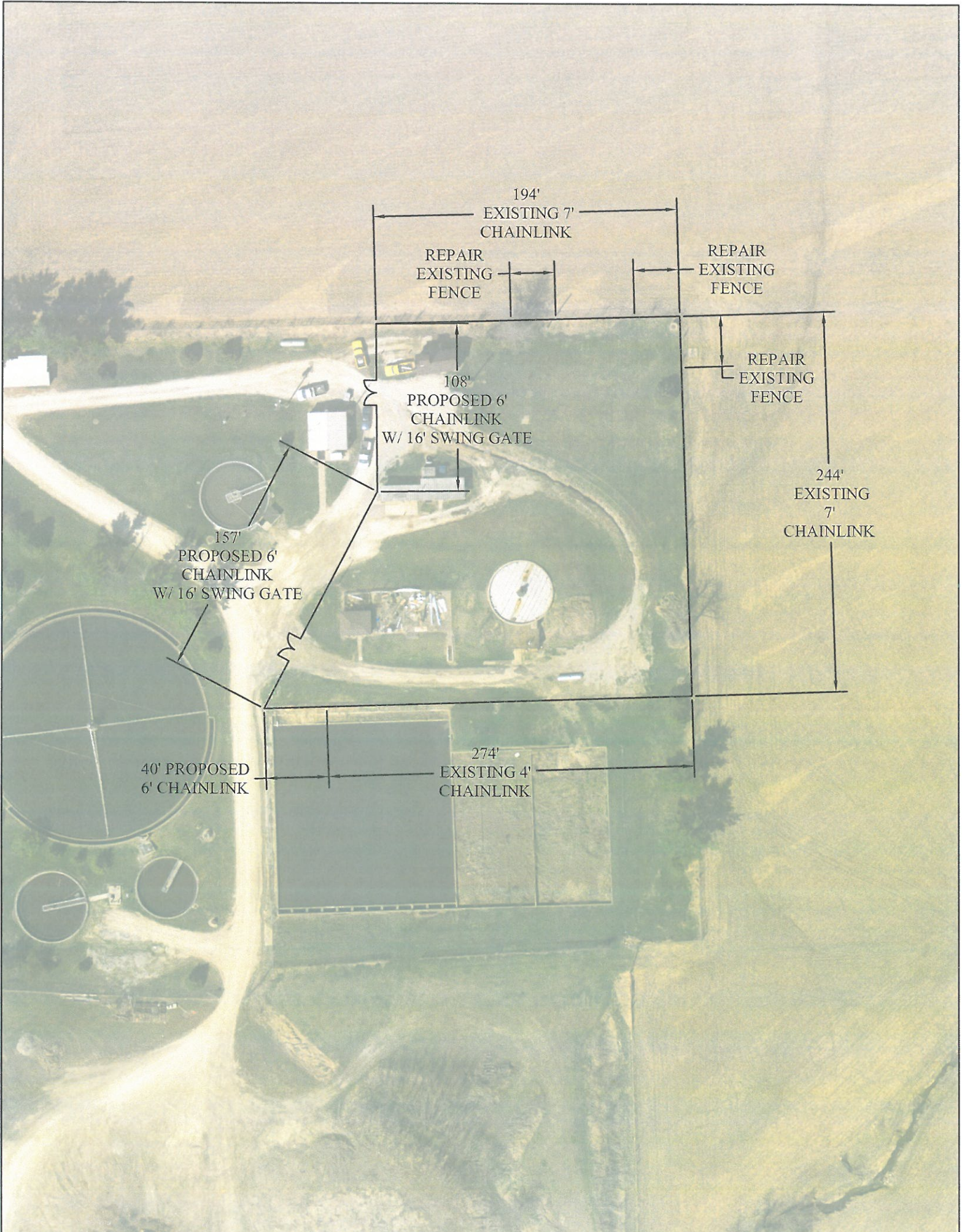
Repair (If Done at the Same Time-

Replace 80' of wire, 105' of top rail and 3 line posts - Additional \$1,890.00

**\$8715**

Quotation prepared by: Bruce Earhart

**THANK YOU FOR YOUR BUSINESS!**



194'  
EXISTING 7'  
CHAINLINK

REPAIR  
EXISTING  
FENCE

REPAIR  
EXISTING  
FENCE

108'  
PROPOSED 6'  
CHAINLINK  
W/ 16' SWING GATE

REPAIR  
EXISTING  
FENCE

244'  
EXISTING  
7'  
CHAINLINK

157'  
PROPOSED 6'  
CHAINLINK  
W/ 16' SWING GATE

40' PROPOSED  
6' CHAINLINK

274'  
EXISTING 4'  
CHAINLINK

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

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December 18, 2015

James Logan, Executive Assistant  
Washington County Riverboat Foundation  
205 W. Main Street  
Washington, IA 52353

Dear Mr. Logan:

On behalf of the City of Washington, I am writing to provide you an annual report on usage of the municipal grant funds provided to us by the Washington County Riverboat Foundation for calendar year 2015. The City greatly appreciates receiving this funding, and we are doing everything we can to ensure that it is spent in the wisest manner possible to meet important community needs. Should you ever need more detailed information on the usage of grant funds allocated to the City of Washington, please let me know and I will provide it promptly.

I have attached a spreadsheet detailing the City's usage of municipal grant monies to date. The City projects to spend \$3,760,020.54 of the \$4,021,962.31 allocated to date by December 31, 2015, leaving a fund balance of \$261,941.77. We have established a separate Riverboat Foundation Capital Projects Fund to ensure optimal tracking of the dollars we receive.

The City's plans for future usage of the municipal grant monies include: 1) Continuation of an annual street improvement program by using \$250,000 each year in Riverboat funds to match an annual \$250,000 general obligation borrowing; and 2) Legal & engineering costs and set-aside for construction costs for renovation/expansion of City Hall, Police and Fire facilities. We have also used the funds received to make a five-year pledge to the Washington Community High School auditorium project.

Thank you for your generous support over the past several years.

Sincerely,

A handwritten signature in blue ink, appearing to be "B. Hinson", is written over the signature line.

Brent Hinson  
City Administrator

Cc: Kelsey Brown, Finance Director

City of Washington, Iowa

Washington County Riverboat Foundation Municipal Grant Fund Usage

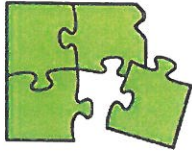
DATE	REVENUE	Calendar Year Municipal Grant	Fiscal Year	Revenue To-date	Expense	Use of Riverboat Grant Funds
12/11/2006	\$ 66,368.05	\$66,368.05		\$66,368.05	\$ (1,100,000.00)	Washington Free Public Library Project
01/18/2007	\$ 28,157.06			\$ 94,525.11	\$ (952,153.08)	Street Construction Program*
03/23/2007	\$ 97,522.82			\$ 192,047.93	\$ (694,808.93)	Wellness Park Land Acquisition & Expenses
06/26/2007	\$ 117,684.46	\$ 309,732.39		\$ 309,732.39	\$ (200,000.00)	Set-aside to develop new industrial park
09/26/2007	\$ 117,780.14			\$ 427,512.53	\$ (301,379.82)	Municipal Building Land Acquisition & Facilities Planning
12/19/2007	\$ 101,785.39	\$462,929.87		\$ 529,297.92	\$ (170,000.00)	Airport Runway Reconstruction - Local Share
03/28/2008	\$ 96,675.95			\$ 625,973.87	\$ (166,584.94)	Demolition of derelict properties
06/27/2008	\$ 118,457.72		\$ 434,699.20	\$ 744,431.59	\$ (125,300.00)	Community Development Programming Support
09/23/2008	\$ 119,568.82			\$ 864,000.41	\$ (39,793.77)	Water Facility Plan
12/19/2008	\$ 98,370.29	\$433,072.78		\$ 962,370.70	\$ (10,000.00)	High School Auditorium Pledge
03/18/2009	\$ 90,440.40			\$ 1,052,811.10		
06/29/2009	\$ 125,985.03		\$ 434,364.54	\$ 1,178,796.13		
10/06/2009	\$ 116,952.74			\$ 1,295,748.87		
12/28/2009	\$ 95,704.33	\$ 429,082.50		\$ 1,391,453.20		
03/25/2010	\$ 97,110.77			\$ 1,488,563.97		
06/25/2010	\$ 113,680.39	\$ 423,448.23		\$ 1,602,244.36		
09/16/2010	\$ 111,235.04			\$ 1,713,479.40		
12/23/2010	\$ 98,733.46	\$ 420,759.66		\$ 1,812,212.86		
04/21/2011	\$ 106,807.75			\$ 1,919,020.61		
06/17/2011	\$ 120,373.28		\$ 437,149.53	\$ 2,039,393.89		
09/09/2011	\$ 117,558.81			\$ 2,156,952.70		
12/20/2011	\$ 102,722.57	\$ 447,462.41		\$ 2,259,675.27		
03/15/2012	\$ 111,210.23			\$ 2,370,885.50		
06/22/2012	\$ 118,333.57		\$ 449,825.18	\$ 2,489,219.07		
09/24/2012	\$ 117,070.25			\$ 2,606,289.32		
12/20/2012	\$ 99,558.06	\$ 446,172.11		\$ 2,705,847.38		
03/19/2013	\$ 107,571.53			\$ 2,813,418.91		
06/19/2013	\$ 119,194.48			\$ 2,932,613.39		
09/17/2013	\$ 119,863.04		\$ 443,394.32	\$ 3,052,476.43		
12/20/2013	\$ 100,801.16			\$ 3,153,277.59		
03/27/2014	\$ 100,752.28	\$ 447,430.21		\$ 3,254,029.87		
06/27/2014	\$ 120,756.32		\$ 442,172.80	\$ 3,374,786.19		
09/29/2014	\$ 124,502.41			\$ 3,499,288.60		
12/29/2014	\$ 99,751.63	\$ 445,762.64		\$ 3,599,040.23		
03/20/2015	\$ 95,826.76			\$ 3,694,866.99		
06/18/2015	\$ 123,905.25		\$ 443,986.05	\$ 3,818,772.24		
09/21/2015	\$ 110,598.30			\$ 3,929,370.54		
12/18/2015	\$ 92,591.77	\$ 422,922.08		\$ 4,021,962.31		
				\$ 4,021,962.31	\$ (3,760,020.54)	
					\$ 261,941.77	

Riverboat Municipal Grant Balance at 12/31/15 (Projected)

TTL REC'D SINCE INCEPTION \$4,021,962.31

Matches Riverboat Foundation Records

\* Annual Street Construction Program- estimate \$250,000 annual Riverboat funds expenditure to match \$250,000 annual general obligation bonding



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

December 14, 2015

City of Washington

Enclosed is your check in the amount of **\$92,591.77** for the 4<sup>th</sup> quarter municipal grant. This brings your total for 2015 to **\$422,922.08** and the total of your municipal grants since our inception to **\$4,021,962.31**.

As you may or may not be aware of our agreement to give 25% of our grant money to the cities specifies that we receive a written accounting annually of how your city has used the grant money. If you have not all ready done it I would appreciate getting the report on how you spent your municipal grant money for 2015. I need that report by January 10<sup>th</sup> so I can present it to my board at our annual meeting in January.

**Please send your response to me electronically in Microsoft Word format so I can put it in my annual report to the board.**

I would also appreciate it if you would pass these figures on to your city council at their next meeting.

Thanks

  
Jim Logan  
Washington County Riverboat Foundation  
205 W Main  
Washington, Iowa 52353

*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*

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## **Memorandum**

December 31, 2015

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

From: Brent Hinson  
City Administrator

Re: Washington Business Park Project

I have good news to present on the Washington Business Park in two regards: 1) The project is ready to send out to bid; and 2) The project cost is lower than what I discussed at the December 15 meeting.

As we have discussed, the cost estimate in August was \$2.3 million just for the construction of this phase, which translates to an all-in cost of closer to \$2.9 million for the entire project, including engineering, the construction of the Highway 1 water main project, and other related expenses. This amount is beyond the resources available for the project, so I discussed several cost-saving ideas with the engineer. He made these changes, which included deferring the construction of the planned curve on West Buchanan, as a result taking out the development of 2 lots for now, and also reducing the size of the stormwater detention basin to serve just Phase 1, as opposed to all phases planned in the development. On December 14, the revised construction cost estimate provided was \$2.088 million, or a total all-in cost of around \$2.7 million. This revised estimate prompted my comments to you on December 15 about a possible external issuance of debt of \$800,000 for the project.

When I was provided the revised cost estimate, I questioned the line for topsoil removal, which went from \$206,731 in the original estimate to \$436,800 in the revised estimate. Well, I found out yesterday that this was a formula error in the estimate spreadsheet, and the real revised amount is \$66,850. This means that the construction cost estimate is now \$1.694 million, or a total all-in cost of around \$2.3 million. This amount is much closer to our budgetary target of \$2.035 million, and depending on the bids we receive, we may come closer to that amount. However, I do think that an external issuance of \$200,000 will still be necessary, which could easily be paired with the 2016 street program issuance.

## NOTICE OF HEARING AND LETTING

### NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF INDUSTRIAL PARK RISE IMPROVEMENTS FOR THE CITY OF WASHINGTON, IOWA, AND THE TAKING OF BIDS THEREFOR

---

Notice is hereby given that the City Council of Washington, Iowa will meet in the Council Chambers at the old Public Library, 120 East Main Street, Washington, Iowa, at 6:00 P.M. on the 2<sup>nd</sup> day of February, 2016, at which time a hearing will be held and said Council proposes to adopt plans, specifications, form of contract and estimate of cost for the construction of Industrial Park Rise Improvements and work incidental thereto for said City.

Sealed proposals will be received by the City Clerk of the City of Washington, Iowa, at City Hall, 215 East Washington Street, Washington, Iowa, until 2:00 P.M. on the 28<sup>th</sup> day of January, 2016, for the construction of Industrial Park Rise Improvements. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above. Proposals will be acted upon by said City at the February 2<sup>nd</sup> City Council Meeting or at such later time and place as then may be fixed.

The nature and extent of the improvements are as follows:

#### INDUSTRIAL PARK RISE IMPROVEMENTS

Provide all labor, equipment and materials necessary to construct turn lanes on Highway 1, construct West Buchanan Street Phase 1, Avenue M Court, and site grading and utilities including storm sewer, sanitary sewer, and water main.

Division 1 is the RISE funded street improvements. Construct a rural section 9.5" PCC southbound left turn lane (2,490 SY) and an 8" PCC eastbound right turn lane (670 SY) at the intersection of Buchanan Street. Construct W. Buchanan Street approximately 700 LF of 31' wide urban section 8" PCC pavement (4,934 SY) with curb intakes and storm sewer. Construct Ave M Court approximately 300 LF of 31' wide urban section PCC pavement with curb intakes and storm sewer. Includes approximately 12,230 CY of grading for road work.

Division 2 is non-RISE utility and site work. Construct approximately 1933 LF of 15" PVC sanitary sewer, 7 sanitary manholes, 510 LF of trenched 12" water main, 334 LF of trenched 8" water main, and 40,420 CY of site grading.



## Notice of Hearing and Letting

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of Washington, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for receiving bids. All proposals shall be made on official bidding blanks furnished by the City, and any alternations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF WASHINGTON, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

By virtue of statutory authority, preference will be given to projects and provisions grown, and coal produced within the State of Iowa, and preference will be given to Iowa domestic labor in the construction of the improvements.

The award of contract will be made to the lowest responsible bidder submitting the lowest responsive bid, which shall be determined without regard to state or local law whereby preference is given on factors other than the amount of the bid.

Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

The City Council reserves the right to reject any and all bids, to waive informalities and technicalities and to enter into such contract as it shall deem for the best interest of the

## Notice of Hearing and Letting

City. The City reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) from the date of receiving bids.

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period as required by the specifications after its completion and acceptance by the City Council.

The work under the contract shall commence within ten (10) days after date set forth in written Notice to Proceed and shall be completed by November 4, 2016.

Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds and/or from such cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared on the last day of each month by the Contractor, subject to the approval of the Engineer, who will certify to the City for payment each approved estimate on or before the tenth (10th) day of the following month. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety five percent (95%) of the contract price of the contract. Final payment of the remaining five percent (5%) will be made not less than thirty one (31) days after completion and acceptance by resolution of the City Council of the completed contract, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

Notice of Hearing and Letting

The City will issue a sales tax exemption certificate applicable for all materials purchased for the project.

Plans and specifications governing the construction of the proposed improvements, and also the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference and the proposed contract shall be executed in compliance therewith. Copies of said plans and specifications are now on file in the office of the City Clerk, for examination by bidders. Copies are available from TECHNIGRAPHICS, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240. Contact Jill Chambers at 319-354-5950 or email [jillc@rapidsrepro.com](mailto:jillc@rapidsrepro.com). A refundable deposit of \$30 is required. Please make checks to Veenstra & Kimm, Inc. Mail said deposit checks to Technigraphics, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240, Attn: Jill Chambers. Upon receiving deposit check, plans and specifications will be mailed out. When plans and specifications are returned in good condition within 14 days of the award date of the project, deposit checks will be returned.

This notice is given by order of the Council of the City of Washington, Iowa.

CITY OF WASHINGTON, IOWA

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

**Opinion of Cost for Industrial Park RISE**  
**Washington, Iowa**  
**12/14/2015**

No.	Item Code	Description	Unit	Unit Price	Estimated Quantities		Project Total		Division 1	Division 2
					Division 1	Division 2	Quantity	Extended Price	RISE	Site
					Quantity	Extended Price	Quantity	Extended Price	Extended Price	Extended Price
1	2101-0850002	CLEAR+GRUBB	UNIT	\$30.00	335		335	\$10,050.00	\$10,050.00	\$0.00
2	2102-2710070	EXCAVATION, CL 10, RDWY+BORROW	CY	\$10.00	10,400		10400	\$104,000.00	\$104,000.00	\$0.00
3	2102-2710070	EXCAVATION, CL 10, RDWY+BORROW	CY	\$5.00		30,870	30870	\$154,350.00	\$0.00	\$154,350.00
4	2105-8425015	TOPSOIL, STRIP, SALVAGE+SPREAD	CY	\$10.00	1,890		1890	\$18,900.00	\$18,900.00	\$0.00
5	2105-8425015	TOPSOIL, STRIP, SALVAGE+SPREAD	CY	\$7.00		62,400	62400	\$436,800.00	\$0.00	\$436,800.00
6	2115-0100000	MODIFIED SUBBASE	CY	\$40.00	1,493		1493	\$59,720.00	\$59,720.00	\$0.00
7	2121-7425020	GRANULAR SHLD, TYPE B	TON	\$25.00	1,162		1162	\$29,050.00	\$29,050.00	\$0.00
8	2122-5500080	PAVED SHLD, HMA, 8"	SY	\$35.00	2,464		2464	\$86,240.00	\$86,240.00	\$0.00
9	2213-2713300	EXCAVATION, CL 13, WIDEN	CY	\$10.00	630		630	\$6,300.00	\$6,300.00	\$0.00
10	2213-7100400	RELOCATION OF MAIL BOX	EACH	\$200.00	2		2	\$400.00	\$400.00	\$0.00
11	2301-1033080	STD/S-F PCC PAVT, CL C CL 3, 8"	SY	\$55.00	4,934		4934	\$271,370.00	\$271,370.00	\$0.00
12	2301-1033095	STD/S-F PCC PAVT, CL C CL 3, 9.5"	SY	\$65.00	2,490		2490	\$161,850.00	\$161,850.00	\$0.00
13	2312-8260051	GRANULAR SURF ON RD, CL A CR STONE	TON	\$25.00	69		69	\$1,725.00	\$1,725.00	\$0.00
14	2416-0100012	APRON, CONC, 12"	EACH	\$1,000.00	2		2	\$2,000.00	\$2,000.00	\$0.00
15	2416-0100015	APRON, CONC, 15"	EACH	\$1,100.00	3		3	\$3,300.00	\$3,300.00	\$0.00
16	2416-0100024	APRON, CONC, 24"	EACH	\$2,000.00	3		3	\$6,000.00	\$6,000.00	\$0.00
17	2435-0130148	MANHOLE, SAN SWR, SW-301, 48"	EACH	\$4,000.00		6	6	\$24,000.00	\$0.00	\$24,000.00
18	2435-0130400	MANHOLE, SAN SWR, SW-304	EACH	\$10,000.00		1	1	\$10,000.00	\$0.00	\$10,000.00
19	2435-0250800	INTAKE, SW-508	EACH	\$4,000.00	11		11	\$44,000.00	\$44,000.00	\$0.00
20	2502-8212034	SUBDRAIN, LONGITUDINAL, (SHLD) 4"	LF	\$10.00	4,124		4124	\$41,240.00	\$41,240.00	\$0.00
21	2502-8221303	SUBDRAIN OUTLET, DR-303	EACH	\$150.00	11		11	\$1,650.00	\$1,650.00	\$0.00
22	2502-8221304	SUBDRAIN OUTLET, DR-304	EACH	\$200.00	6		6	\$1,200.00	\$1,200.00	\$0.00
23	2503-0114212	STORM SWR G-MAIN,TRENCHED, RCP 2000D,12"	LF	\$40.00	92		92	\$3,680.00	\$3,680.00	\$0.00
24	2503-0114215	STORM SWR G-MAIN,TRENCHED, RCP 2000D,15"	LF	\$45.00	951		951	\$42,795.00	\$42,795.00	\$0.00
25	2503-0114218	STORM SWR G-MAIN,TRENCHED, RCP 2000D,18"	LF	\$50.00	133		133	\$6,650.00	\$6,650.00	\$0.00
26	2503-0114224	STORM SWR G-MAIN,TRENCHED, RCP 2000D,24"	LF	\$60.00	313		313	\$18,780.00	\$18,780.00	\$0.00
27	2503-0200036	RMV STORM SWR PIPE LE 36"	LF	\$25.00	273		273	\$6,825.00	\$6,825.00	\$0.00
28	2504-0114015	SAN SWR G-MAIN, TRENCHED, PVC, 15"	LF	\$50.00		1,238	1238	\$61,900.00	\$0.00	\$61,900.00
29	2507-3250005	ENGINEER FABRIC	SY	\$10.00	300		300	\$3,000.00	\$3,000.00	\$0.00
30	2507-8029000	EROSION STONE	TON	\$45.00	210		210	\$9,450.00	\$9,450.00	\$0.00
31	2519-4200040	RMVL/REINSTALL FENCE, FIELD	LF	\$8.00	1,622		1622	\$12,976.00	\$12,976.00	\$0.00
32	2526-8285000	CONSTRUCTION SURVEY	LS	\$50,000.00	1		1	\$50,000.00	\$50,000.00	\$0.00
33	2527-9263109	PAINTED PAVT MARK, WATERBORNE/SOLVENT	STA	\$10.00	144		144	\$1,440.00	\$1,440.00	\$0.00
34	2527-9263137	PAINTED SYMBOL+LEGEND, WATERBORNE/SOLVNT	EACH	\$500.00	10		10	\$5,000.00	\$5,000.00	\$0.00
35	2527-9263180	PAVT MARK RMVD	STA	\$5.00	40		40	\$200.00	\$200.00	\$0.00
36	2528-8445110	TRAFFIC CONTROL	LS	\$25,000.00	1		1	\$25,000.00	\$25,000.00	\$0.00
37	2528-8445113	FLAGGER	EACH	\$500.00	20		20	\$10,000.00	\$10,000.00	\$0.00
38	2533-4980005	MOBILIZATION	LS	\$35,000.00	1		1	\$35,000.00	\$35,000.00	\$0.00
39	2554-0114008	WATER MAIN, TRENCHED, PVC, 8"	LF	\$35.00		334	334	\$11,690.00	\$0.00	\$11,690.00
40	2554-0114012	WATER MAIN, TRENCHED, PVC, 12"	LF	\$40.00		510	510	\$20,400.00	\$0.00	\$20,400.00
41	2554-0207008	VALVE, GATE, DIP, 8"	EACH	\$2,000.00		1	1	\$2,000.00	\$0.00	\$2,000.00
42	2554-0207012	VALVE, GATE, DIP, 12"	EACH	\$2,500.00		1	1	\$2,500.00	\$0.00	\$2,500.00
43	2554-0210201	FIRE HYDRANT ASSEMBLY, WM-201	EACH	\$5,000.00		2	2	\$10,000.00	\$0.00	\$10,000.00
44	2599-9999017	JOINT, LONGITUDINAL, BT-5	STA	\$200.00	21		21	\$4,240.00	\$4,240.00	\$0.00
45	2601-2634100	MULCH	ACRE	\$1,000.00	5.0	17.0	22	\$22,000.00	\$5,000.00	\$17,000.00
46	2601-2636043	SEED+FERTILIZE (RURAL)	ACRE	\$1,000.00	3.0	17.0	20	\$20,000.00	\$3,000.00	\$17,000.00
47	2601-2636044	SEED+FERTILIZE (URBAN)	ACRE	\$2,000.00	2.0		2	\$4,000.00	\$4,000.00	\$0.00
48	2601-2638352	SLOPE PROTECTION, WOOD EXCELSIOR	SQ	\$30.00		100	100	\$3,000.00	\$0.00	\$3,000.00
49	2602-0000020	SILT FENCE	LF	\$2.00	2,125	3,900	6025	\$12,050.00	\$4,250.00	\$7,800.00
50	2602-0000030	SILT FENCE-DITCH CHECKS	LF	\$3.00		800	800	\$2,400.00	\$0.00	\$2,400.00
51	2602-0000071	RMVL OF SILT FENCE/SILT FENC-DITCH CHECK	LF	\$1.50	2,125	4,700	6825	\$10,237.50	\$3,187.50	\$7,050.00
52	2602-0000101	MAINT OF SILT FENC/SILT FENC-DITCH CHECK	LF	\$1.00	2,125	4,700	6825	\$6,825.00	\$2,125.00	\$4,700.00
53	2602-0010010	MOBILIZATION, EROSION CONTROL	EACH	\$500.00	1	1	2	\$1,000.00	\$500.00	\$500.00
Subtotal								\$1,898,183.50	\$1,105,593.50	\$792,590.00
Contingency 10%								\$189,818.35	\$110,559.35	\$79,259.00
<b>Construction Total</b>								<b>\$2,088,001.85</b>	<b>\$1,216,152.85</b>	<b>\$871,849.00</b>

**Opinion of Cost for Industrial Park RISE**  
**Washington, Iowa**  
**12/29/2015**

No.	Item Code	Description	Unit	Unit Price	Estimated Quantities		Project Total		Division 1	Division 2
					Division 1	Division 2	Quantity	Extended Price	RISE	Site
					Quantity	Extended Price	Quantity	Extended Price	Extended Price	Extended Price
1	2101-0850002	CLEAR+GRUBB	UNIT	\$30.00	700		700	\$21,000.00	\$21,000.00	\$0.00
2	2102-2710070	EXCAVATION, CL 10, RDWY+BORROW	CY	\$10.00	10,400		10400	\$104,000.00	\$104,000.00	\$0.00
3	2102-2710070	EXCAVATION, CL 10, RDWY+BORROW	CY	\$5.00		30,870	30870	\$154,350.00	\$0.00	\$154,350.00
4	2105-8425015	TOPSOIL, STRIP, SALVAGE+SPREAD	CY	\$10.00	1,830		1830	\$18,300.00	\$18,300.00	\$0.00
5	2105-8425015	TOPSOIL, STRIP, SALVAGE+SPREAD	CY	\$7.00		9,550	9550	\$66,850.00	\$0.00	\$66,850.00
6	2115-0100000	MODIFIED SUBBASE	CY	\$40.00	1,493		1493	\$59,720.00	\$59,720.00	\$0.00
7	2121-7425020	GRANULAR SHLD, TYPE B	TON	\$25.00	1,162		1162	\$29,050.00	\$29,050.00	\$0.00
8	2122-5500080	PAVED SHLD, HMA, 8"	SY	\$35.00	2,464		2464	\$86,240.00	\$86,240.00	\$0.00
9	2213-2713300	EXCAVATION, CL 13, WIDEN	CY	\$10.00	630		630	\$6,300.00	\$6,300.00	\$0.00
10	2213-7100400	RELOCATION OF MAIL BOX	EACH	\$200.00	2		2	\$400.00	\$400.00	\$0.00
11	2301-1033080	STD/S-F PCC PAVT, CL C CL 3, 8"	SY	\$55.00	4,934		4934	\$271,370.00	\$271,370.00	\$0.00
12	2301-1033095	STD/S-F PCC PAVT, CL C CL 3, 9.5"	SY	\$65.00	2,490		2490	\$161,850.00	\$161,850.00	\$0.00
13	2312-8260051	GRANULAR SURF ON RD, CL A CR STONE	TON	\$25.00	69		69	\$1,725.00	\$1,725.00	\$0.00
14	2416-0100012	APRON, CONC, 12"	EACH	\$1,000.00	2		2	\$2,000.00	\$2,000.00	\$0.00
15	2416-0100015	APRON, CONC, 15"	EACH	\$1,100.00	3		3	\$3,300.00	\$3,300.00	\$0.00
16	2416-0100024	APRON, CONC, 24"	EACH	\$2,000.00	3		3	\$6,000.00	\$6,000.00	\$0.00
17	2435-0130148	MANHOLE, SAN SWR, SW-301, 48"	EACH	\$4,000.00		6	6	\$24,000.00	\$0.00	\$24,000.00
18	2435-0130400	MANHOLE, SAN SWR, SW-304	EACH	\$10,000.00		1	1	\$10,000.00	\$0.00	\$10,000.00
19	2435-0250800	INTAKE, SW-508	EACH	\$4,000.00	11		11	\$44,000.00	\$44,000.00	\$0.00
20	2502-8212034	SUBDRAIN, LONGITUDINAL, (SHLD) 4"	LF	\$10.00	4,124		4124	\$41,240.00	\$41,240.00	\$0.00
21	2502-8221303	SUBDRAIN OUTLET, DR-303	EACH	\$150.00	11		11	\$1,650.00	\$1,650.00	\$0.00
22	2502-8221304	SUBDRAIN OUTLET, DR-304	EACH	\$200.00	12		12	\$2,400.00	\$2,400.00	\$0.00
23	2503-0114212	STORM SWR G-MAIN,TRENCHED, RCP 2000D,12"	LF	\$40.00	92		92	\$3,680.00	\$3,680.00	\$0.00
24	2503-0114215	STORM SWR G-MAIN,TRENCHED, RCP 2000D,15"	LF	\$45.00	951		951	\$42,795.00	\$42,795.00	\$0.00
25	2503-0114218	STORM SWR G-MAIN,TRENCHED, RCP 2000D,18"	LF	\$50.00	133		133	\$6,650.00	\$6,650.00	\$0.00
26	2503-0114224	STORM SWR G-MAIN,TRENCHED, RCP 2000D,24"	LF	\$60.00	313		313	\$18,780.00	\$18,780.00	\$0.00
27	2503-0200036	RMV STORM SWR PIPE LE 36"	LF	\$25.00	273		273	\$6,825.00	\$6,825.00	\$0.00
28	2504-0114015	SAN SWR G-MAIN, TRENCHED, PVC, 15"	LF	\$50.00		1,238	1238	\$61,900.00	\$0.00	\$61,900.00
29	2507-3250005	ENGINEER FABRIC	SY	\$10.00	300		300	\$3,000.00	\$3,000.00	\$0.00
30	2507-8029000	EROSION STONE	TON	\$45.00	210		210	\$9,450.00	\$9,450.00	\$0.00
31	2519-4200040	RMVL/REINSTALL FENCE, FIELD	LF	\$8.00	1,622		1622	\$12,976.00	\$12,976.00	\$0.00
32	2526-8285000	CONSTRUCTION SURVEY	LS	\$50,000.00	1		1	\$50,000.00	\$50,000.00	\$0.00
33	2527-9263109	PAINTED PAVT MARK, WATERBORNE/SOLVENT	STA	\$10.00	144		144	\$1,440.00	\$1,440.00	\$0.00
34	2527-9263137	PAINTED SYMBOL+LEGEND, WATERBORNE/SOLVNT	EACH	\$500.00	10		10	\$5,000.00	\$5,000.00	\$0.00
35	2527-9263180	PAVT MARK RMVD	STA	\$5.00	40		40	\$200.00	\$200.00	\$0.00
36	2528-8445110	TRAFFIC CONTROL	LS	\$25,000.00	1		1	\$25,000.00	\$25,000.00	\$0.00
37	2528-8445113	FLAGGER	EACH	\$500.00	20		20	\$10,000.00	\$10,000.00	\$0.00
38	2533-4980005	MOBILIZATION	LS	\$35,000.00	1		1	\$35,000.00	\$35,000.00	\$0.00
39	2554-0114008	WATER MAIN, TRENCHED, PVC, 8"	LF	\$35.00		334	334	\$11,690.00	\$0.00	\$11,690.00
40	2554-0114012	WATER MAIN, TRENCHED, PVC, 12"	LF	\$40.00		510	510	\$20,400.00	\$0.00	\$20,400.00
41	2554-0207008	VALVE, GATE, DIP, 8"	EACH	\$2,000.00		1	1	\$2,000.00	\$0.00	\$2,000.00
42	2554-0207012	VALVE, GATE, DIP, 12"	EACH	\$2,500.00		1	1	\$2,500.00	\$0.00	\$2,500.00
43	2554-0210201	FIRE HYDRANT ASSEMBLY, WM-201	EACH	\$5,000.00		2	2	\$10,000.00	\$0.00	\$10,000.00
44	2599-9999017	JOINT, LONGITUDINAL, BT-5	STA	\$200.00	21		21	\$4,240.00	\$4,240.00	\$0.00
45	2601-2634100	MULCH	ACRE	\$1,000.00	5.0	17.0	22	\$22,000.00	\$5,000.00	\$17,000.00
46	2601-2636043	SEED+FERTILIZE (RURAL)	ACRE	\$1,000.00	3.0	17.0	20	\$20,000.00	\$3,000.00	\$17,000.00
47	2601-2636044	SEED+FERTILIZE (URBAN)	ACRE	\$2,000.00	2.0		2	\$4,000.00	\$4,000.00	\$0.00
48	2601-2638352	SLOPE PROTECTION, WOOD EXCELSIOR	SQ	\$30.00		100	100	\$3,000.00	\$0.00	\$3,000.00
49	2602-0000020	SILT FENCE	LF	\$2.00	2,125	3,900	6025	\$12,050.00	\$4,250.00	\$7,800.00
50	2602-0000030	SILT FENCE-DITCH CHECKS	LF	\$3.00		800	800	\$2,400.00	\$0.00	\$2,400.00
51	2602-0000071	RMVL OF SILT FENCE/SILT FENC-DITCH CHECK	LF	\$1.50	2,125	4,700	6825	\$10,237.50	\$3,187.50	\$7,050.00
52	2602-0000101	MAINT OF SILT FENC/SILT FENC-DITCH CHECK	LF	\$1.00	2,125	4,700	6825	\$6,825.00	\$2,125.00	\$4,700.00
53	2602-0010010	MOBILIZATION, EROSION CONTROL	EACH	\$500.00	1	1	2	\$1,000.00	\$500.00	\$500.00
Subtotal								\$1,539,783.50	\$1,117,143.50	\$422,640.00
Contingency 10%								\$153,978.35	\$111,714.35	\$42,264.00
<b>Construction Total</b>								<b>\$1,693,761.85</b>	<b>\$1,228,857.85</b>	<b>\$464,904.00</b>

City of Washington  
Washington Business Park Project  
As of 12/30/15

<u>Expenditures</u>		<u>Amount</u>
Highway 1 Water Main Construction	\$	262,532.00
Highway 1 Easements & Legal	\$	25,000.00
RISE Project	\$	1,117,143.50
Site Work	\$	422,640.00
Gas/Electric Extensions	\$	50,000.00
Contingency	\$	187,731.55
Engineering	\$	190,000.00
Misc Legal & Admin	\$	25,000.00
	\$	2,280,047.05

Sources

RISE Grant	\$	581,784.00
Water Fund	\$	550,000.00
Sewer Fund	\$	400,000.00
Quarterly Riverboat	\$	200,000.00
Riverboat Grant	\$	125,000.00
TIF- FY15 & FY16	\$	42,857.76
TIF Loan- Internal	\$	200,000.00
TIF Loan- External	\$	200,000.00
	\$	2,299,641.76
Surplus/(Deficit)	\$	19,594.71



VEENSTRA & KIMM, INC.

*x = Development deferred by December 2015 changes*

INDUSTRIAL PARK - PHASE 1  
CITY OF WASHINGTON

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 70, TRAFFIC CODE ENFORCEMENT PROCEDURES

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

SECTION 1. **Delete Section.** Section 70.03, "Parking Violations: Alternate", hereby repealed.

SECTION 2. **Add Section.** A new Section 70.03 is adopted as follows:

**"70.03 PARKING VIOLATIONS: ALTERNATE.** Admitted violations of parking restrictions imposed by this Code of Ordinances may be charged upon a simple notice of a fine payable at the office of the City Clerk. The simple notice of a fine shall be in the amount of twenty dollars (\$20) for all violations except snow route parking violations and improper use of a handicapped identification device. If such fine is not paid within thirty (30) days, it shall be increased to twenty-five dollars (\$25). The simple notice of a fine for improper use of a handicapped identification device is one hundred dollars (\$100). Failure to pay the simple notice of a fine shall be grounds for the filing of a complaint in District Court."

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 \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Sandra Johnson, Mayor

Attest:

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

Approved on First Reading: \_\_\_\_\_ December 1, 2015

Approved on Second Reading: \_\_\_\_\_ December 15, 2015

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



I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day  
of \_\_\_\_\_, 201\_\_.

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City Clerk

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF  
THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 65.02  
“SPECIAL STOPS REQUIRED”

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

SECTION 1. **Delete Phrase.** Section 65.02, “Special Stops Required”, Paragraph 169 is hereby repealed.

SECTION 2. **Add Phrase.** Section 65.02, “Special Stops Required”, New Paragraph 169 “South Avenue E and Sitler Drive (northbound, southbound, westbound, and eastbound stop).”

SECTION 3. **Add Phrase.** Section 65.02, “Special Stops Required”, New Paragraph 268 “South Avenue E and West Tyler Street (northbound stop).”

SECTION 4. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 5. **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 \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Sandra Johnson, Mayor

Attest:

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

Approved on First Reading: December 1, 2015  
Approved on Second Reading: December 15, 2015  
Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

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

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF  
WASHINGTON, IOWA, BY AMENDING CHAPTER 69,  
PARKING REGULATIONS

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

SECTION 1. **Delete Section.** Section 69.13, "Snow Emergency", is hereby repealed.

SECTION 2. **Add Section.** A new Section 69.13 is adopted as follows:

**"69.13 SNOW EMERGENCY.** In order to protect public safety and to provide access for emergency vehicles, no person shall park, abandon or leave unattended any vehicle on any public street, alley, or other declared area during any snow emergency proclaimed by the Mayor unless the snow has been removed or plowed from said street, alley, or area and the snow has ceased to fall. A snow emergency parking ban shall continue from its proclamation throughout the duration of the snow or ice storm and the forty-eight (48) hour period after cessation of such storm except as above provided upon streets, which have been fully opened. Such a ban shall be of uniform application and the Police Chief is directed to publicize the requirements widely, using all available news media, in early November each year. Where predictions or occurrences indicate the need, the Mayor shall proclaim a snow emergency and the Police Chief shall inform the news media to publicize the proclamation and the parking rules thereunder. Such emergency may be extended or shortened when conditions warrant."

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 \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Sandra Johnson, Mayor

Attest:

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

Approved on First Reading: December 15, 2015  
Approved on Second Reading: \_\_\_\_\_  
Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day  
of \_\_\_\_\_, 201\_\_.

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

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 69.08 "NO PARKING ZONES"- EAST VAN BUREN STREET (CASE FIELD)

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

SECTION 1. **Delete Paragraph.** Section 69.08, "No Parking Zones", Paragraph 48 is hereby repealed.

SECTION 2. **New Paragraph.** Section 69.08, "No Parking Zones", New Paragraph 48 "East Van Buren Street, on the south side, for a distance of one hundred thirty five (135) feet east from its intersection with South Ninth Avenue throughout the year; and from that point to a point seven hundred seventy (770) feet east of said intersection and from South Seventh Avenue to South Ninth Avenue from August 15 to November 15 of each year".

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 \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Sandra Johnson, Mayor

Attest:

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

Approved on First Reading: December 15, 2015  
Approved on Second Reading: \_\_\_\_\_  
Approved on Third & Final Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

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

**RESOLUTION NO.**

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

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

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

The property of Jackie L. Farr, 914 E. 3rd St. for the amount of \$140.00. Legal description (SMOUSES E SID ADD W 55 FT). Parcel Number (11-17-426-013).

The property of Timothy J. & Rhonda L. Wilson at empty lot eleven hundred block E. 3<sup>rd</sup> St.. for the amount of \$120.00 Legal description (01 SMOUSES E SID ADD E 66FT). Parcel Number (11-17-428-005).

and,

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

The property of Ross W. & Stacy B. Thomas, 1304 E. Washington Street for the amount of 216.12. Legal description (09 11 SMOUSES 2<sup>ND</sup> ADD LOT 10 & E ½). Parcel number (11-16-310-010).

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

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

Passed and approved this 5th day of January, 2016.

\_\_\_\_\_  
Sandra Johnson, Mayor

Attest:

\_\_\_\_\_  
Illa Earnest, 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*

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## **Memorandum**

December 31, 2015

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

From: Brent Hinson  
City Administrator

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

Re: Sidewalk and Tree Replacement Funds

As we work on preparing the annual budget, it appears advantageous to set up separate funds for repair & replacement of sidewalks, as well as removal & replacement of trees that are our responsibility to handle.

For sidewalks, the City has been budgeting \$25,000 to \$30,000 a year for the past several years out of the Road Use Tax Fund budget. Typically, this whole amount has not been used within the fiscal year, so that amount basically goes away each year. I think it makes sense if we want to get serious about making sidewalk improvements that we instead set this budgetary money aside in a dedicated fund. This would allow us to save up money for larger projects such as the East Washington sidewalk (to the Wal-Mart area), and for improvements around the schools, for example.

The tree removal fund is advisable mostly due to the coming emerald ash borer problem. While Washington County is not yet identified as infested, Jefferson and Henry are, and it is only a matter of time before this hits us. We have perhaps five years to plan before we really start having major problems with ash trees dying off. An administrative group is beginning to study this issue, but the one thing for certain at this point is that we will have to have a significant amount of money set aside to deal with tree removals. In addition to the parks, cemeteries and other public grounds, we are responsible for trees planted within the street rights-of-way.

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

**A RESOLUTION ESTABLISHING NEW FUNDS**

WHEREAS, in order to plan for future expenses in two areas, it is deemed prudent to create new funds for these activities:

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

Section 1. The City Council directs the Finance Director to create the following new funds, for the purposes designated below:

- a. 311- Sidewalk Repair & Replacement, for the purpose of setting aside and expending funds for the repair or replacement of public sidewalks.
- b. 312- Tree Removal & Replacement, for the purpose of setting aside and expending funds for tree removal & replacement, including but not limited to remedial actions associated with the consequences of emerald ash borer infestation.

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

PASSED AND APPROVED this 5<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
Sandra Johnson, Mayor

ATTEST:

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