



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, MAY 17, 2016

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, May 17, 2016 to be approved as proposed or amended.

Consent:

1. Council Minutes 5-03-2016
2. Ahlers & Cooney, Professional Services, 2016A GO Bonds, \$6,144.60
3. Ahlers & Cooney, Professional Services, 2016B GO Bonds, \$4,641.88
4. Ahlers & Cooney, Professional Services, 2016C GO Bonds, \$6,405.46
5. Bankers Trust, 2008 GO Capital Loan Note, Principal & Interest, \$1,473,085.00
6. Bankers Trust 2008 GO Capital Loan Note, Redemption & Termination Fee, \$500.00
7. Bankers Trust 2009 GO Capital Loan Note, Principal & Interest, \$183,060.00
8. Bankers Trust 2015 CO Capital Loan Note, Principal, Interest, & Fee, \$186,256.25
9. MMS Consultants, Sitler Street Improvements & S. Ave. H Repair, \$19,540.00
10. PFM, Financial Advisory Services for GO Refunding Bonds, Series 2016A, \$15,572.69
11. PFM, Financial Advisory Services for Taxable GO Refunding Bonds, Series 2016B, \$6,600.00
12. PFM, Financial Advisory Services for General Obligation Bonds, Series 2016C, \$15,300.00
13. Federation Bank, Loan #10053301 Principal & Interest, \$50,739.58
14. Cedar Rapids Bank & Trust, Note #1147020602 Principal & Interest, \$24,031.75
15. Washington State Bank, Principal & Interest, \$50,557.68
16. Washington State Bank, Principal & Interest, \$51,214.02
17. Iowa Finance Authority, Loan #CF0412R, Principal & Interest, \$329,145.00
18. Iowa Finance Authority, Loan #C0441R, Principal & Interest, \$111,127.50
19. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$8,375.00
20. Fox Engineering, Waste Water Treatment Plant, \$650.75
21. Fox Engineering, Well #6 Pump Replacement, \$15,939.20
22. Fox Engineering, W. 5th Street Parallel Water Main Project, \$263.80
23. Fox Engineering, Elevated Water Storage Tank, \$926.00
24. Fox Engineering, Lexington Blvd. Wastewater Pump Station Improvements, \$1,404.25
25. Griggs Environmental, Spring 2016 Wetland Mitigation Monitoring, \$678.00

26. Lynch Dallas, P.C., Professional Services, \$3,517.50
27. Lynch Dallas, P.C., Professional Services, \$1,407.00
28. The Wagon Wheel, 521 E. 7th Street, Class C Liquor License (LC) (Commercial), Sunday Sales, Living Quarters. **(renewal)**
29. Casey's General Store #3036, 304 E. Washington St., Class C Beer Permit (BC), Sunday Sales, **(renewal)**
30. Department Reports

Consent - Other:

1. DeLong Construction, Sittler Drive Widening Project, \$27,068.86
2. DeLong Construction, Court House Sewer Separation Project, \$158,668.53
3. DeLong Construction, Industrial Park RISE Improvements, \$138,906.33
4. DeLong Construction, Industrial Park Water Main Project, \$17,189.61

Claims and Financial Reports:

Claims as Presented.

April Financial Reports – Finance Director Kelsey Brown

SPECIAL PRESENTATION

Discussion and Consideration of Lincoln Elementary School Request – Bike-a-thon September 16, 2016.

Nuisance Abatement Update – Merle Hagie

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

NEW BUSINESS

Discussion and Consideration Setting Public Hearing for Budget Amendment for May 31.

Discussion and Consideration of Site Plan for Casey's.

Discussion and Consideration of Site Plan for Rodney Stodgill Mini-Storage.

Discussion and Consideration of Commercial Realtors Proposals for Old Library Building.

Discussion and Consideration of Change Order #3 – Court House Sewer Separation Project.

Discussion and Consideration of 2016 Street Patching Program.

Discussion and Consideration of Planning and Design and State Revolving Fund Loan Applications – Water Treatment Plant Improvements.

Discussion and Consideration of Affirm Mayoral Appointments to Washington Free Public Library Board.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Public Hearing - 2016 Seal Coat Project.

Discussion and Consideration of a Resolution Awarding Contract for 2016 Seal Coat Project.

Discussion and Consideration of Third Reading of an Ordinance Amending Code of Ordinance Chapter 69.08 – Lincoln Elementary School drop off/pick up zone.

Discussion and Consideration of First Reading of an Ordinance Setting Utility Rates.

Discussion and Consideration of a Resolution Approving Preliminary Plans, Specifications, Plat, Schedule and Estimate of Cost, and Providing for Notice of Hearing – 2016 Sitler Drive Improvements.

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

Closed Session per Code of Iowa, Section 21.5(i) Personnel.

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 05-03-2016

The Council of the City of Washington, Iowa, met in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, May 3, 2016. Mayor Johnson in the chair. On roll call present: DeLong, Janecek, Rosien, Salazar, Youngquist. Absent: Zieglowsky.

Motion by Rosien seconded by Salazar, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, May 3, 2016 be approved as amended. Motion carried. Discussion and Consideration of Commercial Realtors Proposals for Old Library Building was struck from the agenda.

Consent:

1. Council Minutes 04-19-2016
2. Council Minutes 04-26-2016
3. Veenstra & Kimm, Engineering Services – Casey’s Site Plan Review, \$313.60
4. Veenstra & Kimm, Engineering Services – U.P. Home Site Plan Review, \$707.65
5. Veenstra & Kimm, Engineering Services – Industrial Park Rise Improvements, \$7,655.66
6. Veenstra & Kimm, Engineering Services – Court House Sewer Separation, \$225.50
7. Kevin D. Olson, Professional Services, \$1,362.84
8. Interstate Power & Light Company, Installation of Electric Power to New Water Tower Area, \$22,402.37
9. Lebowski’s Rock N Bowl, E. Washington Street, Add Catering License,
10. Department Reports

Consent - Other:

Motion by Salazar, seconded by Rosien, to approve the consent agenda. Motion carried.

Motion by Rosien, seconded by Youngquist, to approve payment of the claims as presented. Motion carried.

Motion by Rosien, seconded by Janecek, to approve the requests from the July 9 Rock & Ride and Rock & Run but asked them to talk to Public Safety personnel about their events. Motion carried.

Motion by Rosien, seconded by DeLong, to approve Pipeliners Bar & Grill request contingent on neighbors sign off on use the short brick street for bike parking. Motion carried.

Motion by Youngquist, seconded by Rosien, to approve Main Street Washington Movies on Main request for use of Central Park- June 3, July 1, and August 5. Motion carried.

Motion by Rosien, seconded by Youngquist, to approve the requests from the Chamber of Commerce for various Summer Classic events. Motion carried.

Mayor Johnson announced that now is the time for the public hearing on building demolition of 216 E. Jefferson Street.

No written or oral objections were received.

Motion by Salazar, seconded by Rosien, to close the public hearing. Roll call on motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none.

Bid received for demolition of building at 216 E. Jefferson Street:

DeLong Construction, Inc. \$4,500.00

Motion by Rosien, seconded by Youngquist, to accept the bid from DeLong Construction. Motion carried. DeLong abstained with conflict.

Finance Director Kelsey Brown updated council on the City's efforts to provide online payment of City bills.

Motion by Rosien, seconded by DeLong, to approve the Incode system for utility billing payments. Motion carried.

Motion by Rosien, seconded by Salazar, to approve the Pace system for other online payments like parking tickets, building permits, rental inspections, dog pound fees, etc. Motion carried.

Motion by Salazar, seconded by Janecek, to approve the Professional Services Agreement (\$26,900) with MMS Consultants for the 2016 Sitler Drive Improvements. Motion carried.

Motion by DeLong, seconded by Salazar, to approve the Professional Services Agreement (\$8,500) with MMS Consultants for the 2016 Sunset Park (Ave H Project). Motion carried.

Motion by Rosien, seconded by Salazar, to approve Washington Business Park Change Order #1 in the amount of \$85,057.00. Motion carried. DeLong abstained with conflict.

Motion by Rosien, seconded by Salazar, to approve the Court House Sewer Separation Change Order #2 in the amount of \$10,590.00. Motion carried. DeLong abstained with conflict.

Motion by Rosien, seconded by Youngquist, to approve Lexington Lift Station Change Order #1 and Pay Estimate #4 (final) in the amount of \$9,280.04 to WRH Construction, Inc. Motion carried.

Motion by Rosien, seconded by Salazar, to approve the Resolution Accepting Public Improvements for Lexington Lift Station. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-038)**

Motion by Rosien, seconded by Youngquist, to approve the Resolution of Support for Main Street Washington. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-039)**

Motion by Salazar, seconded by Rosien, to approve the Resolution Fixing Date (June 7) for Hearing on a Proposed \$5,660,000 Conduit Revenue Bond Issuance for the United Presbyterian Home. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-040)**

Motion by Rosien, seconded by Youngquist, to approve the Resolution Setting Public Hearing (May 31) on a Development Agreement with the YMCA. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-041)**

Motion by DeLong, seconded by Salazar, to approve the Resolution Approving Specifications, Form of Contract, Cost Estimate, and Setting Hearing Dates (May 17) for Public Hearing and Receipt of Bids (May 17) for 2016 Seal Coat Project. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-042)**

Motion by Rosien, seconded by Janecek, to approve the second reading of an Ordinance Amending Code of Ordinance Chapter 69.08 – Lincoln Elementary School drop off/pick up zone. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Salazar, seconded by Rosien, that the council go into closed session per Iowa Code, Section 21.5(j) Sale of Real Estate. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by Rosien, that the council return to open session. Roll call on said motion: Ayes: DeLong, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Mayor Johnson announced that no formal action had been taken in the closed session.

Motion by Rosien, seconded by Youngquist, that the Regular Session held at 6:00 P.M., Tuesday, May 3, 2016 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor



AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IOWA 50309-2231
515-243-7611

FEDERAL ID 42-1323559

April 30, 2016

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

Invoice #: 710174
Client #: 11307
Matter #: 50
Billing Attorney: RMC

INVOICE SUMMARY

RE: SERIES 2016A, GENERAL OBLIGATION
REFUNDING BONDS

For professional services rendered and costs advanced through April 19, 2016:

| | |
|-----------------------------|--------------------|
| Total Professional Services | \$ 5,800.00 |
| Total Expenses | <u>\$ 344.60</u> |
| TOTAL THIS INVOICE | \$ 6,144.60 |



AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IOWA 50309-2231
515-243-7611

FEDERAL ID 42-1323559

April 30, 2016

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

Invoice #: 710175
Client #: 11307
Matter #: 51
Billing Attorney: RMC

INVOICE SUMMARY

RE: SERIES 2016B, TAXABLE GENERAL OBLIGATION
REFUNDING BONDS

For professional services rendered and costs advanced through April 19, 2016:

| | |
|-----------------------------|--------------------|
| Total Professional Services | \$ 4,500.00 |
| Total Expenses | <u>\$ 141.88</u> |
| TOTAL THIS INVOICE | \$ 4,641.88 |



AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IOWA 50309-2231
515-243-7611

FEDERAL ID 42-1323559

April 30, 2016

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

Invoice #: 710176
Client #: 11307
Matter #: 52
Billing Attorney: RMC

INVOICE SUMMARY

RE: SERIES 2016C, GENERAL OBLIGATION BONDS

For professional services rendered and costs advanced through April 19, 2016:

| | |
|-----------------------------|--------------------|
| Total Professional Services | \$ 6,200.00 |
| Total Expenses | <u>\$ 205.46</u> |
| TOTAL THIS INVOICE | \$ 6,405.46 |



Date: 04/13/2016

CITY OF WASHINGTON
ATTN: CITY CLERK
215 E WASHINGTON ST
PO BOX 516
WASHINGTON IA 52353

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

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

Debt Service

| | | |
|--------------------------|------------|--------------------|
| Registered interest due | 06/01/2016 | 28,085.00 |
| Registered principal due | 06/01/2016 | 1,445,000.00 |
| Fees for invoice# | | 0.00 |
| Less: Funds on Deposit | | (0.00) |
| Total Due | | <hr/> 1,473,085.00 |

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

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

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

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

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

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Bankers Trust Company
 435 7th Street
 Des Moines, IA 50309

Invoice

WASHINGTON GO CAP LN NT 08
 CITY OF WASHINGTON
 GENERAL OBLIGATION CAPITAL LOAN NOTE
 SERIES 2008 CORPORATE PURPOSE
 DTD 6/18/08 \$4,355,000
 WASHINGTON IA 52353

Invoice No: 26864
 Invoice Date: 06/01/2016
 DIANA VAN VLEET

| CATEGORY | QUANTITY | RATE | AMOUNT |
|--|----------|--------|----------|
| BALANCE CARRIED FORWARD: | | | \$0.00 |
| PREVIOUS AMOUNT BILLED: | | \$0.00 | |
| AMOUNT RECEIVED: | | \$0.00 | |
| FLAT FEE REDEMPTION & TERMINATION FEE | | | \$500.00 |
| ===== | | | |
| TOTAL DUE | | | \$500.00 |

| CURRENT | 1-30 DAYS PAST DUE | 31-60 DAYS PAST DUE | 61-90 DAYS PAST DUE | OVER 90 DAYS PAST DUE | AMOUNT DUE |
|---------|--------------------|---------------------|---------------------|-----------------------|------------|
| 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |

 PLEASE DETACH AND RETURN WITH PAYMENT

WASHINGTON GO CAP LN NT 08
 CITY OF WASHINGTON
 GENERAL OBLIGATION CAPITAL LOAN NOTE
 SERIES 2008 CORPORATE PURPOSE
 DTD 6/18/08 \$4,355,000
 WASHINGTON IA 52353

Invoice #: 26864
 Invoice Date: 06/01/2016
 Bill Code: 0185365582

Total Due: 500.00

Remit to: **Bankers Trust Company**
Attn: Corporate Trust Department
PO Box 897
Des Moines, IA 50304

Amount Enclosed:





Date: 04/13/2016

CITY OF WASHINGTON
ATTN: CITY CLERK
215 E WASHINGTON ST
PO BOX 516
WASHINGTON IA 52353

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

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

Debt Service

| | | |
|--------------------------|------------|------------------|
| Registered interest due | 06/01/2016 | 52,810.00 |
| Registered principal due | 06/01/2016 | 130,000.00 |
| Fees for invoice# | 26540 | 250.00 |
| Less: Funds on Deposit | | (0.00) |
| Total Due | | <hr/> 183,060.00 |

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

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

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

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

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

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



Date: 04/13/2016

CITY OF WASHINGTON
ATTN: CITY CLERK
215 E WASHINGTON ST
PO BOX 516
WASHINGTON IA 52353

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

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

Debt Service

| | | |
|--------------------------|------------|------------------|
| Registered interest due | 06/01/2016 | 31,006.25 |
| Registered principal due | 06/01/2016 | 155,000.00 |
| Fees for invoice# | 26541 | 250.00 |
| Less: Funds on Deposit | | (0.00) |
| Total Due | | <hr/> 186,256.25 |

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

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

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

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

WIRE FUNDS TO:

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

ALL LATE PAYMENTS WILL BE CHARGED A \$75.00 FEE



MMS Consultants, Inc.

1917 South Gilbert Street
Iowa City, IA 52240-
Tel: 319-351-8282 Fax: 319-351-8476
mms@mmsconsultants.net
www.mmsconsultants.net

Invoice

CITY OF WASHINGTON
P.O. BOX 516
WASHINGTON, IA 52353

Invoice Date: Apr 30, 2016
Invoice Num: 17833
Billing Through: Apr 30, 2016

Sitler Street Improvements (5955-002:F1) - Managed by (86)

City of Washington 2016 Street Program - Sitler Street Improvements

Contract Amount: \$26,900.00 % Complete: 60.00% Previously Billed: \$0.00 Amount Due: \$16,140.00
Progress Payment Due (5955-002:F1): \$16,140.00

South H Ave (City Park) Repair (5955-002:F2) - Managed by (86)

City of Washington 2016 Streets Program - South H Ave (City Park) Repair

Contract Amount: \$8,500.00 % Complete: 40.00% Previously Billed: \$0.00 Amount Due: \$3,400.00
Progress Payment Due (5955-002:F2): \$3,400.00

Amount Due This Invoice: \$19,540.00

This invoice is due upon receipt

Account Summary

| Billed To Date | Paid To Date | Balance Due |
|----------------|--------------|--------------|
| \$ 19,540.00 | \$ 0.00 | \$ 19,540.00 |

Terms: Due 45 days from original invoice date, 1.5% monthly late fee for invoices over 45 days, late fees calculated based on original invoice date.



Public Financial Management Inc 215-567-6100
 Two Logan Square, Suite 1600 215-567-4180
 18th & Arch St. Fax
 Philadelphia, PA19103 www.pfm.com

Brent Hinson
 City of Washington, Iowa
 215 E. Washington
 Washington IA, 52353

May 02, 2016
INVOICE : 17465

RE: For Financial Advisory Services provided to the City of Washington, Iowa in connection with the \$1,770,000 General Obligation Refunding Bonds, Series 2016A.

INVOICE

| Description | Total |
|-------------------------|--------------------|
| Professional Fees | \$15,000.00 |
| Posting Fee | \$300.00 |
| Printing Fee- AFPI | \$272.69 |
| Total Amount Due | \$15,572.69 |

Remittance Address:
 Public Financial Management, Inc.
 PO Box 62920
 Baltimore, MD 21264-2920

EFT Instructions:
 M&T Bank
 ABA (for Wires) : 022000046
 ABA (for ACH) : 031302955
 Acct#: 9856661229

INVOICE TERMS: UPON RECEIPT

04.01541.003



Public Financial Management Inc 215-567-6100
Two Logan Square, Suite 1600 215-567-4180
18th & Arch St. Fax
Philadelphia, PA19103 www.pfm.com

Brent Hinson
City of Washington, Iowa
215 E. Washington
Washington IA, 52353

May 02, 2016
INVOICE : 17466

RE: For Financial Advisory Services provided to the City of Washington, Iowa in connection with the \$630,000 Taxable General Obligation Refunding Bonds, Series 2016B.

INVOICE

| Description | Total |
|-------------------------|-------------------|
| Professional Fees | \$6,300.00 |
| Posting Fee | \$300.00 |
| Total Amount Due | \$6,600.00 |

Remittance Address:
Public Financial Management, Inc.
PO Box 62920
Baltimore, MD 21264-2920

EFT Instructions:
M&T Bank
ABA (for Wires) : 022000046
ABA (for ACH) : 031302955
Acct#: 9856661229

INVOICE TERMS: UPON RECEIPT

04.01541.004



Public Financial Management Inc 215-567-6100
 Two Logan Square, Suite 1600 215-567-4180
 18th & Arch St. Fax
 Philadelphia, PA19103 www.pfm.com

Brent Hinson
 City of Washington, Iowa
 215 E. Washington
 Washington IA, 52353

May 02, 2016
INVOICE : 17467

RE: For Financial Advisory Services provided to the City of Washington, Iowa in connection with the \$1,470,000 General Obligation Bonds, Series 2016C.

INVOICE

| Description | Total |
|-------------------------|--------------------|
| Professional Fees | \$15,000.00 |
| Posting Fee | \$300.00 |
| Total Amount Due | \$15,300.00 |

Remittance Address:
 Public Financial Management, Inc.
 PO Box 62920
 Baltimore, MD 21264-2920

EFT Instructions:
 M&T Bank
 ABA (for Wires) : 022000046
 ABA (for ACH) : 031302955
 Acct#: 9856661229

INVOICE TERMS: UPON RECEIPT

04.01541.005



102 East Main St. PO Box 529
Washington, IA 52353
(319) 653-7256



Loan Payment Notice

GJC

| Tax ID | Date Due | Loan Number | Amount Due |
|---------|------------|-------------|------------|
| On File | 06/01/2016 | 10053301 | 50,739.58 |

Loan Balance 100,000.00
 Rate 1.5000 Pmt Type MPL
 Interest Pd YTD 0.00

Principal Due 50,000.00
 Interest Due 739.58

*Total Amt Due 50,739.58
 Please remit your payment.

Thank you for allowing
 us to serve you.

City Of Washington
 Po Box 516
 Washington IA 52353

Washington State Bank

| City of Washington - July 2, 2013 | | | | | |
|-----------------------------------|----------|-----------|----------|----------|-----------|
| Due | | | Paid | | |
| Date | Interest | Principal | Date | Interest | Principal |
| 12/01/13 | 776.04 | | 12/04/13 | 776.04 | |
| 06/01/14 | 937.50 | 51,286.00 | 05/22/14 | 937.50 | 51,286.00 |
| 12/01/14 | 745.18 | | 11/24/14 | 745.18 | |
| 06/01/15 | 745.18 | 50,000.00 | 05/26/15 | 745.18 | 50,000.00 |
| 12/01/15 | 557.68 | | | | |
| 06/01/16 | 557.68 | 50,000.00 | | | |
| 12/01/16 | 370.18 | | | | |
| 06/01/17 | 370.18 | 50,000.00 | | | |
| 12/01/17 | 182.68 | | | | |
| 06/01/18 | 182.68 | 48,714.00 | | | |

250,000.00 Unpaid Balance: 148,714.00

Total Owed: 347,428.00

| City of Washington - July 15, 2014 | | | | | |
|------------------------------------|----------|-----------|----------|----------|-----------|
| Due | | | Paid | | |
| Date | Interest | Principal | Date | Interest | Principal |
| 12/01/14 | 1,106.68 | | 11/28/14 | 1,106.68 | |
| 06/01/15 | 1,460.82 | 50,432.50 | 05/26/15 | 1,460.82 | 51,286.00 |
| 12/01/15 | 1,322.13 | | | | |
| 06/01/16 | 1,322.14 | 49,891.88 | | | |
| 12/01/16 | 1,122.57 | | | | |
| 06/01/17 | 1,122.56 | 49,891.88 | | | |
| 12/01/17 | 823.22 | | | | |
| 06/01/18 | 823.21 | 49,891.88 | | | |
| 12/01/18 | 449.03 | | | | |
| 06/01/19 | 449.02 | 49,891.86 | | | |

250,000.00 Unpaid Balance: 198,714.00



Iowa Finance Authority
2015 Grand Avenue
Des Moines, IA 50312

Telephone: 515.725.4900
Fax: 515.725.4901

City of Washington
Attn: City Clerk
215 E Washington Street
Washington IA 52353

LOAN STATEMENT

| | |
|--------------------------------------|---------------------|
| <i>Statement Date</i> | 5/3/2016 |
| <i>Loan Number:</i> | CF0412R |
| <i>Original Loan Amount</i> | \$16,316,000.00 |
| <i>Current Loan Balance:</i> | \$13,094,000.00 |
| <i>Interest Rate:</i> | 3.00% |
| <i>Annual Service Fee Rate</i> | 0.25% |
| <i>Payment Due Date:</i> | 6/1/2016 |
| <i>Current Principal Due:</i> | \$100,000.00 |
| <i>Prior Principal Due</i> | \$0.00 |
| <i>Current Interest Due:</i> | \$196,410.00 |
| <i>Prior Interest Due</i> | \$0.00 |
| <i>Service Fee Due:</i> | \$32,735.00 |
| <i>Total Amount Due:</i> | \$329,145.00 |

Do not pay. The total amount due will be automatically deducted from your bank account on the payment due date.

If your banking information has changed, please complete an ACH Authorization form and fax it to us at 515-725-4901 at least one week before your payment is due (download a form from <http://www.iowafinanceauthority.gov/ach>.)

Questions? Please contact Becky Wu at 800-432-7230 or becky.wu@iowa.gov

Keep upper portion for your records

CF0412R



Iowa Finance Authority
2015 Grand Avenue
Des Moines, IA 50312

Telephone: 515.725.4900
Fax: 515.725.4901

City of Washington
Attn: City Clerk
215 E Washington Street
Washington IA 52353

LOAN STATEMENT

| | |
|--------------------------------------|---------------------|
| <i>Statement Date</i> | 5/3/2016 |
| <i>Loan Number:</i> | C0441R |
| <i>Original Loan Amount</i> | \$3,000,000.00 |
| <i>Current Loan Balance:</i> | \$2,693,000.00 |
| <i>Interest Rate:</i> | 3.00% |
| <i>Annual Service Fee Rate</i> | 0.25% |
| <i>Payment Due Date:</i> | 6/1/2016 |
| <i>Current Principal Due:</i> | \$64,000.00 |
| <i>Prior Principal Due</i> | \$0.00 |
| <i>Current Interest Due:</i> | \$40,395.00 |
| <i>Prior Interest Due</i> | \$0.00 |
| <i>Service Fee Due:</i> | \$6,732.50 |
| <i>Total Amount Due:</i> | \$111,127.50 |

Do not pay. The total amount due will be automatically deducted from your bank account on the payment due date.

If your banking information has changed, please complete an ACH Authorization form and fax it to us at 515-725-4901 at least one week before your payment is due (download a form from <http://www.iowafinanceauthority.gov/ach>.)

Questions? Please contact Becky Wu at 800-432-7230 or becky.wu@iowa.gov

Keep upper portion for your records

C0441R



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

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

Invoice number 39911
 Date 04/30/2016

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

Professional Services for the Period of 03/27/2016 to 04/30/2016

| Description | Contract Amount | Percent Complete | Prior Billed | Total Billed | Current Billed |
|--|-----------------|------------------|--------------|--------------|----------------|
| Data Collection & Kickoff Meeting | 5,500.00 | 94.00 | 5,170.00 | 5,170.00 | 0.00 |
| Southeast Drainage Basin Sanitary Sewer Mapping | 12,500.00 | 95.00 | 11,875.00 | 11,875.00 | 0.00 |
| Southeast Drainage Basin Sanitary Sewer Modeling | 12,000.00 | 25.00 | 1,200.00 | 3,000.00 | 1,800.00 |
| Southeast Drainage Basin Rehabilitation Report | 27,500.00 | 15.00 | 2,750.00 | 4,125.00 | 1,375.00 |
| Total | 57,500.00 | 42.03 | 20,995.00 | 24,170.00 | 3,175.00 |

| | Billed Amount |
|---|-------------------|
| Southeast Drainage Basin Sanitary Sewer Pipe Televising Professional Fees | 5,200.00 |
| Phase subtotal | 5,200.00 |
| Invoice total | \$8,375.00 |

Approved by:  _____

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



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


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

Invoice number 39803
Date 04/30/2016

Project **204508A Washington Wastewater Treatment Plant**

Professional Services for the Period of 03/27/2016 to 04/30/2016

| | <u>Billed Amount</u> |
|--|-------------------------------|
| Consultation - IRE Pretreatment Agreement | |
| Professional Fees | 650.75 |
| Invoice total | <u><u>\$650.75</u></u> |

Approved by: 

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



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

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

Invoice number 39794
Date 04/30/2016

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

Professional Services for the Period of 03/27/2016 to 04/30/2016

| Description | Contract Amount | Percent Complete | Prior Billed | Total Billed | Current Billed |
|----------------|-----------------|------------------|--------------|--------------|----------------|
| Design | 28,324.00 | 80.00 | 6,720.00 | 22,659.20 | 15,939.20 |
| Bidding | 4,768.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 33,092.00 | 68.47 | 6,720.00 | 22,659.20 | 15,939.20 |

Invoice total **\$15,939.20**

Approved by:  _____

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



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

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

Invoice number 39795
 Date 04/30/2016

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

Professional Services for the Period of 03/27/2016 to 04/30/2016

| Description | Contract Amount | Percent Complete | Prior Billed | Total Billed | Current Billed |
|-----------------------------|-----------------|------------------|--------------|--------------|----------------|
| Preliminary Design | 7,620.00 | 100.00 | 7,620.00 | 7,620.00 | 0.00 |
| Final Design | 13,250.00 | 100.00 | 13,250.00 | 13,250.00 | 0.00 |
| Bidding & Negotiation | 3,430.00 | 100.00 | 3,430.00 | 3,430.00 | 0.00 |
| Construction Administration | 11,980.00 | 77.00 | 9,104.80 | 9,224.60 | 119.80 |
| Construction Staking | 3,300.00 | 100.00 | 3,300.00 | 3,300.00 | 0.00 |
| Total | 39,580.00 | 93.04 | 36,704.80 | 36,824.60 | 119.80 |

| | | | | |
|---------------------|--|----------------|---------------|-----------------|
| | | | | Billed Amount |
| RPR Services | | | | |
| Professional Fees | | | | 144.00 |
| | | Phase subtotal | | 144.00 |
| | | | Invoice total | \$263.80 |

Approved by:

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



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

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

Invoice number 39793
Date 04/30/2016

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

Professional Services for the Period of 03/27/2016 to 04/30/2016

| Description | Contract Amount | Percent Complete | Prior Billed | Total Billed | Current Billed |
|------------------------------------|-------------------|------------------|-------------------|-------------------|----------------|
| Preliminary Design | 26,700.00 | 100.00 | 26,700.00 | 26,700.00 | 0.00 |
| Final Design | 32,500.00 | 100.00 | 32,500.00 | 32,500.00 | 0.00 |
| Bidding & Negotiation | 10,400.00 | 100.00 | 10,400.00 | 10,400.00 | 0.00 |
| Construction Administration | 46,300.00 | 78.00 | 35,188.00 | 36,114.00 | 926.00 |
| Construction Staking | 2,700.00 | 100.00 | 2,700.00 | 2,700.00 | 0.00 |
| Total | 118,600.00 | 91.41 | 107,488.00 | 108,414.00 | 926.00 |

Invoice total **\$926.00**

Approved by:  _____

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



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

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

Invoice number 39792
 Date 04/30/2016

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

Professional Services for the Period of 03/27/2016 to 04/30/2016

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

| | Billed Amount |
|------------------------------------|-------------------|
| Construction Administration | |
| Professional Fees | 1,404.25 |
| Phase subtotal | 1,404.25 |
| Invoice total | \$1,404.25 |

Approved by: 

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

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

EOI IOWA, LLC.
A Partnership Strengthening
water - ecology - community

INVOICE

BILL TO

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

INVOICE # 12-357-007

DATE 05/09/2016

DUE DATE 06/08/2016

TERMS Net 30

| ACTIVITY | QTY | RATE | AMOUNT |
|--|-----|--------|--------|
| Consulting Spring 2016 Wetland Mitigation Monitoring | 1 | 678.00 | 678.00 |

It has been a pleasure working with you!

BALANCE DUE

\$678.00

IN ACCOUNT WITH
 LYNCH DALLAS, P.C.
 ATTORNEYS AT LAW
 526 SECOND AVE SE
 PO BOX 2457
 CEDAR RAPIDS, IA 52406-2457
 TELEPHONE 319-365-9101 FACSIMILE 319-365-9512
 FEDERAL ID 42-1378496

City of Washington

Page: 1
 April 30, 2016
 Account No: 230648-00100C
 Statement No: 133641

Police Negotiations

Professional Services

| | | Hours | |
|------------|--|-------|--------|
| 03/09/2016 | HAC Reviewed negotiations materials, updated contract re: changes to contract for police (.6). | 0.60 | |
| 03/10/2016 | HAC Call to Kimbra re: police contract revisions (.2). E-mails from/to Kimbra re: same (.2). E-mail to client re: same (.1). | 0.50 | |
| 03/11/2016 | HAC E-mail from/to Union representative and e-mail to client re: finalizing contract (.1). | 0.10 | |
| 03/15/2016 | HAC E-mails to Union Representative, City re: contract (.1). | 0.10 | |
| 03/16/2016 | HAC E-mail to client re: recognition section of contract (.1). Drafted side letter agreement for police (.3). | 0.40 | |
| 03/28/2016 | HAC E-mail to City re: approval of contract and e-mail to Union re: same (.1). | 0.10 | |
| 03/29/2016 | HAC E-mails to/from Union re: side letter issue (.2). E-mails to/from Union and City re: signing of contracts (.1). | 0.30 | |
| 04/29/2016 | HAC Attention to finalizing police contract and sending to union for signatures (.1). | 0.10 | |
| | Current Services Rendered | 2.20 | 363.00 |

Recapitulation

| <u>Lawyer Hrs</u> | <u>Hours</u> | <u>Rate</u> | <u>Total</u> |
|-----------------------------|--------------|-------------|--------------|
| HOLLY A CORKERY (Associate) | 2.20 | \$165.00 | \$363.00 |

| | |
|-------------------------------------|------------|
| Total Current Services and Expenses | 363.00 |
| Previous Balance | \$3,154.50 |
| Balance Due | \$3,517.50 |

City of Washington

Account No: 230648-00100C
Statement No: 133641

Police Negotiations

| Past Due Amounts | | | | | |
|------------------|--------------|--------------|---------------|----------------|-------------|
| <u>0-30</u> | <u>31-60</u> | <u>61-90</u> | <u>91-120</u> | <u>121-180</u> | <u>181+</u> |
| 363.00 | 0.00 | 3,154.50 | 0.00 | 0.00 | 0.00 |

**PLEASE MAKE CHECKS PAYABLE TO:
LYNCH DALLAS, PC.**

PAYMENTS RECEIVED AFTER STATEMENT DATE
WILL APPEAR ON YOUR NEXT MONTH'S BILL.
PLEASE INCLUDE ACCOUNT NUMBER ON YOUR
CHECK OR RETURN A COPY OF YOUR BILL.

IN ACCOUNT WITH
 LYNCH DALLAS, P.C.
 ATTORNEYS AT LAW
 526 SECOND AVE SE
 PO BOX 2457
 CEDAR RAPIDS, IA 52406-2457
 TELEPHONE 319-365-9101 FACSIMILE 319-365-9512
 FEDERAL ID 42-1378496

City of Washington

Page: 1
 April 30, 2016
 Account No: 230648-00200C
 Statement No: 133642

Public Works Negotiations

Professional Services

| | | Hours | | |
|------------|---|-------|--------|--|
| 03/16/2016 | HAC Reviewed contract revisions by union and e-mail to client re: same (.4). | 0.40 | | |
| 03/18/2016 | HAC E-mail to client re: status of contract (.1). | 0.10 | | |
| 03/28/2016 | HAC E-mail to City re: approval of contract and e-mail to Union re: same (.1). | 0.10 | | |
| 03/29/2016 | HAC E-mails to/from Union and City re: signing of contracts (.2). | 0.20 | | |
| 04/29/2016 | HAC Attention to finalizing public works contract and sending to union for signatures (.1). | 0.10 | | |
| | Current Services Rendered | 0.90 | 148.50 | |

Recapitulation

| <u>Lawyer Hrs</u> | <u>Hours</u> | <u>Rate</u> | <u>Total</u> |
|-----------------------------|--------------|-------------|--------------|
| HOLLY A CORKERY (Associate) | 0.90 | \$165.00 | \$148.50 |

Total Current Services and Expenses 148.50

Previous Balance \$1,258.50

Balance Due \$1,407.00

Past Due Amounts

| <u>0-30</u> | <u>31-60</u> | <u>61-90</u> | <u>91-120</u> | <u>121-180</u> | <u>181+</u> |
|-------------|--------------|--------------|---------------|----------------|-------------|
| 148.50 | 0.00 | 1,258.50 | 0.00 | 0.00 | 0.00 |

City of Washington

Public Works Negotiations

Page: 2

April 30, 2016

Account No: 230648-00200C

Statement No: 133642

***PLEASE MAKE CHECKS PAYABLE TO:
LYNCH DALLAS, PC.***

PAYMENTS RECEIVED AFTER STATEMENT DATE
WILL APPEAR ON YOUR NEXT MONTH'S BILL.
PLEASE INCLUDE ACCOUNT NUMBER ON YOUR
CHECK OR RETURN A COPY OF YOUR BILL.

| | | |
|--|----------------------------------|--------------------------|
| Name of Applicant: <u>Lexboul Entertainment,LLC</u> | | |
| Name of Business (DBA): <u>The Wagon Wheel</u> | | |
| Address of Premises: <u>521 East 7th</u> | | |
| City <u>Washington</u> | County: <u>Washington</u> | Zip: <u>52353</u> |
| Business | <u>(319) 653-3637</u> | |
| Mailing | <u>521 East 7th</u> | |
| City <u>Washington</u> | State <u>IA</u> | Zip: <u>52353</u> |

Contact Person

| | |
|-------------------------------------|---|
| Name <u>Monte Davis</u> | |
| Phone: <u>(319) 461-0796</u> | Email <u>mdavis-65@hotmail.com</u> |

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 06/19/2016

Expiration Date: 06/18/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Living Quarters

Sunday Sales

Status of Business

| | |
|---|----------------------------|
| BusinessType: <u>Limited Liability Company</u> | |
| Corporate ID Number: <u>360640</u> | Federal Employer ID |

Ownership

Gary Davis

First Name: Gary

Last Name: Davis

City: Washington

State: Iowa

Zip: 52353

Position: President

% of Ownership: 75.00%

U.S. Citizen: Yes

Dorothy Davis

First Name: Dorothy

Last Name: Davis

City: Washington

State: Iowa

Zip: 52353

Position: Vice-President

% of Ownership: 25.00%

U.S. Citizen: Yes

Insurance Company Information

| |
|---|
| Insurance Company: <u>Illinois Casualty Co</u> |
|---|

Applicant License Application (BC0029752)

| | | | | | |
|--------------------------------|------------------------------------|----------------|-------------------|-------------|------------------|
| Name of Applicant: | <u>Casey's Marketing Company</u> | | | | |
| Name of Business (DBA): | <u>Casey's General Store #3036</u> | | | | |
| Address of Premises: | <u>304 E Washington St</u> | | | | |
| City | <u>Washington</u> | County: | <u>Washington</u> | Zip: | <u>52353</u> |
| Business | <u>(319) 653-7437</u> | | | | |
| Mailing | <u>PO Box 3001</u> | | | | |
| City | <u>Ankeny</u> | State | <u>IA</u> | Zip: | <u>500218045</u> |

Contact Person

| | | | |
|---------------|---|--------------|------------------------------------|
| Name | <u>Michelle Rogness, Store Operations</u> | | |
| Phone: | <u>(515) 446-6728</u> | Email | <u>michelle.rogness@caseys.com</u> |

Classification Class C Beer Permit (BC)

Term:12 months

Effective Date: 07/19/2016

Expiration Date: 07/18/2017

Privileges:

Class C Beer Permit (BC)

Sunday Sales

Status of Business

| | | | |
|-----------------------------|------------------------------------|----------------------------|-------------------|
| BusinessType: | <u>Publicly Traded Corporation</u> | | |
| Corporate ID Number: | <u>184278</u> | Federal Employer ID | <u>42-1435913</u> |

Ownership

42-0935283 Casey's General Stores, Inc.

First Name: 42-0935283

Last Name: Casey's General Stores, Inc.

City: Ankeny

State: Iowa **Zip:** 50021-804

Position: Owner

% of Ownership: 100.00%

U.S. Citizen: Yes

Michael Richardson

First Name: Michael

Last Name: Richardson

City: Pleasant Hil

State: Iowa **Zip:** 50327

Position: President

% of Ownership: 0.00%

U.S. Citizen: Yes

Robert C. Ford

First Name: Robert C.

Last Name: Ford

City: Dallas Center

State: Iowa **Zip:** 50063

Position: Vice President

% of Ownership: 0.00%

U.S. Citizen: Yes

Julia L. Jackowski

First Name: Julia L.

Last Name: Jackowski

City: Urbandale

State: Iowa

Zip: 50322

Position: Secretary

% of Ownership: 0.00%

U.S. Citizen: Yes

James Pistillo

First Name: James

Last Name: Pistillo

City: Urbandale

State: Iowa

Zip: 50323

Position: Treasurer

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

| | |
|----------------------------------|---------------------------------------|
| Insurance Company: | |
| Policy Effective Date: | Policy Expiration |
| Bond Effective | Dram Cancel Date: |
| Outdoor Service Effective | Outdoor Service Expiration |
| Temp Transfer Effective | Temp Transfer Expiration Date: |

**WWTP report
May 17, 2016
Council Meeting**

- **After hour alarm and dog call outs** –
7th dog call, Safety Center reported a dog to be picked at Paws & More, 10:15 a.m. Delen
12th dog call, Safety Center reported 2 dogs to be picked up at 503 West Main, 6:30 p.m. Delen
- **Dept Head meetings** – I attended the meeting on the 10th.
- **Iowa Renewal Energy (IRE)** – IRE continues to discharge to the city collection system without problems.
- **Alliant electrical power loss** – Around 3:10 p.m. on Monday, May 2, 2016 we lost Alliant power at the WWTP. We found one (1) of Alliant's overhead power lines that feeds the WWTP was hanging low. Jason called Alliant to report the outage. The generator ran for 2.5 hours during this outage. Alliant power restored by 5:40 p.m. I made sure everything was back to normal operation before leaving for home.
- **Continuing Education (CEU) class** – Delen and I attended a waste water class in IA City on May 4, 2016. CEU's are needed for the renewal of our State of Iowa Water and Wastewater Operator Certification licenses. We earned 0.5 CEU's for this class.
- **WWTP Evaluations** – Completed the evaluations for 2016 on May 11, 2016.
- **SASSO safety meeting** – Delen attended the meeting in Mt Pleasant on May 9, 2016. The topics were Drugs/Alcohol in the Workplace and Backhoe Safety.
- **WWTP April 2016 Discharge Monitoring Report (DMR)** – Average daily flow 1.475 million gallons (mg), maximum daily flow 2.214 mg, minimum daily flow 1.218 mg. There were no violations of the WWTP's NPDES discharge permit. Total precipitation for April 2016 = >1.82" (recorded at the WWTP).

CBOD5 Removal 85% required result = 100 %

Influent CBOD5 monthly average = **80.8 mg/L**

Effluent CBOD5 monthly average = **0 mg/L**

TSS Removal 85 % required result = 98.4 %

Influent TSS monthly average = **128.8 mg/L**

Effluent TSS monthly average = **2.1 mg/L**

- **WWTP SBR Hach Dissolved Oxygen (DO) Meters displays** – Andrew Palmer of Onsite Service Solutions (OSS) was at the WWTP on May 2, 2016 to replace the four (4) SBR D.O. meter displays. When Andrew was servicing the meters in February 2016 the displays on the SBR DO meters were very hard to read due UV damage from the sun. The meters were facing east & west. Jason moved the DO meters so they are now facing north & south to get them out of direct sunlight. We'll also be looking at some options for better UV protection even though the plastic display covers are suppose to provide UV protection. They just don't provide enough cause the displays were damaged beyond repairs.
- **West EQ basin return pump #1 VFD fault** – After the power outage on March 23, 2016 the VFD for return pump #1 was faulted out. We couldn't get the fault to reset. We contacted JETCO to determine what was wrong with the VFD. JETCO found problems in the main control board inside the VFD. Estimated repair cost is \$1,575.00. JETCO will make this repair sometime in the near future

- **Annual toxicity testing on WWTP final effluent-** We plan to sample for this annual test on Sunday, May15 – Monday, May 16, 2016. The sample will be collected and sent to the University of Iowa Hygienic lab in Ankeny for analysis on May 16th. It will take around two (2) weeks to get the results back.
- **Recent rains** – The recent rains haven't caused any operational problems at the WWTP or lift stations.
- **WWTP generator diesel fuel** – With help from Todd of Cobb Oil we collected a sample of the diesel fuel and sent it out for analysis. Due to the age and volume of fuel we will continue to test the fuel for microbiological growth on a regular basis. If it becomes necessary 3E our generator maintenance contractor provides a fuel filtering service that removes water and biological material from the fuel to keep the fuel fresh and to make sure the generator starts when needed.

Fred E. Doggett
5/13/2016 10:51 AM

Maintenance and Construction Report

4/23/16-5/6/16

STREETS: M/C Personnel continued to crack seal, finishing South 9th Ave from East Washington St to Polk St. Pothole patching took place on occasion. Personnel completed some more grass seeding in areas of previous excavation. The street sweeper operated the town a couple times. A tree was taken out in the NW corner of South 4th Ave-East Jefferson St that was blocking the view of a road sign (Do Not Enter).

WATER DISTRIBUTION: M/C Personnel assisted with De Long Construction on the water main tie in at South Ave C-West Jefferson St, as well as lowering a 4 inch CIP located at South Ave D-West Jefferson St in order to install a new concrete storm line. Hwy 1 along with West Buchanan and West Jefferson water main bacteria tests came back negative and the pressure tests have all passed. Personnel repaired a water main break (3rd of the year) at South 8th Ave-East Harrison St where a 4 inch CIP needed a 9 ft section replaced directly under a concrete storm line. Personnel also repaired a water box located at 725 South Ave C where a new curb box was installed. Personnel completed the flushing and maintenance list of fire hydrants in the entire town (totaling 426).

SEWER COLLECTION: M/C Personnel jetted 360 ft of sewer and flushed a total of 18,000 gallons of water flushing terminal manholes and trouble spots. Personnel also televised a section of sanitary sewer to assist a contractor of installing a stick of PVC into the sewer main.

STORM SEWER COLLECTION: M/C Personnel cleaned a few storm intake basins with the vac trailer.

MECHANIC/SHOP: M/C Personnel serviced 601 (repair inner tire and salt eliminator), PD 96, backhoe (greased), PD 87 (life expectancy over), PD 97, End Loader (hydraulic repair), 303 (salt eliminator) and street sweeper (replace main broom).

OTHER: M/C Personnel responded to 64 One Call Locates. Personnel hauled a couple loads of cold mix back to the stock pile as well as a couple loads of rock.

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

Washington Volunteer Fire Department
May 5,2016

March Fires

| | |
|--------------------|---------|
| 4 City fires | 2310.00 |
| 4 rural fires | 720.00 |
| 0 Drill | .00 |
| 8 fires and 0drill | 3030.00 |

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Zach Morrison made a motion to pay all bills against the department. Seconded by Scott Bartholomew. Motion passed

Committees; Social ; snacks after meeting

Golf Tournament Aug. 28

Golf Shed cleanup Thank you to everyone who helped.

Rescue Meeting

New members Parker Turner and Jacob Bullins were introduced.

Old business: May 18 Drill at 6:30 at fire station.

New truck is almost ready.

Firefighter 1 classes started this week.

New Business. Kids Fest. May 13 4:30-6:30

County meeting May 24, 7pm in Riverside

Ridicules Day June 4. Duck in Fountain.

Discussed last months training

After fire calls we need to be sure all equipment is cleaned before putting it away.

Discussion of calls:

Everyone needs to work on training hours all year.

Everyone needs to get direct deposit.

No other business, roll call taken meeting adjourned.

Secretary

Tom Beauchamp

DELONG CONSTRUCTION, INC.
WASHINGTON INDUSTRIAL PARK RISE IMPROVEMENTS

QUANTITIES COMPLETE AS OF 5/7/16

| Item # | Description | UNIT | 700 | 15.00 | JTD Qty | | Previous Qty | | Qty this period | | JTD Extension |
|--------|--|--------|-------|--------------|----------|-----|--------------|-----|-----------------|--|---------------|
| | | | | | complete | 700 | 700 | 700 | 700 | | |
| 1 | CLEAR AND GRUBB | 700 | 15.00 | | | | | | | | |
| 2 | EXCAVATION, CL 10, RDWY & BORROW | 10,400 | CY | \$ 3.85 | | | | | | | 10,500.00 |
| 3 | EXCAVATION, CL 10, RDWY & BORROW | 30,870 | CY | \$ 2.00 | | | | | | | |
| 4 | TOPSOIL, STRIP, SALVAGE & SPREAD | 1,830 | CY | \$ 7.40 | | | | | | | 11,430.00 |
| 5 | TOPSOIL, STRIP, SALVAGE & SPREAD | 9,550 | CY | \$ 3.30 | | | | | | | 6,771.00 |
| 6 | MODIFIED SUBBASE | 2,186 | CY | \$ 38.00 | | | | | | | 26,152.50 |
| 7 | GRANULAR SHLD, TYPE B | 1,162 | TON | \$ 20.50 | | | | | | | |
| 8 | PAVED SHLD, HMA, 8" | 2,464 | SY | \$ 36.65 | | | | | | | |
| 9 | EXCAVATION, CL 13, WIDEN | 1,280 | CY | \$ 10.70 | | | | | | | |
| 10 | RELOCATION OF MAIL BOX | 2 | EA | \$ 350.00 | | | | | | | |
| 11 | STD/S-F PCC PAVT, CL C CL 3, 8" | 4,934 | SY | \$ 44.00 | | | | | | | |
| 12 | STD/S-F PCC PAVT, CL C CL 3, 9.5" | 2,490 | SY | \$ 53.10 | | | | | | | |
| 13 | GRANULAR SURF ON RD, CL A CR STONE | 69 | TON | \$ 22.35 | | | | | | | |
| 14 | APRON, CONC, 12" | 2 | EA | \$ 1,445.00 | | | | | | | 3,672.11 |
| 15 | APRON, CONC, 15" | 3 | EA | \$ 1,535.00 | | | | | | | |
| 16 | APRON, CONC, 24" | 3 | EA | \$ 1,755.00 | | | | | | | 3,510.00 |
| 17 | MANHOLE, SAN SWR, SW-301, 48" | 6 | EA | \$ 3,015.00 | | | | | | | 18,090.00 |
| 18 | MANHOLE, SAN SWR, SW-304 | 1 | EA | \$ 32,185.00 | | | | | | | 32,185.00 |
| 19 | INTAKE, SW-508 | 11 | EA | \$ 4,100.00 | | | | | | | 45,100.00 |
| 20 | SUBDRAIN, LONGITUDINAL, (SHLD) 4" | 4,124 | LF | \$ 6.34 | | | | | | | |
| 21 | SUBDRAIN OUTLET, DR-303 | 11 | EA | \$ 250.00 | | | | | | | |
| 22 | SUBDRAIN OUTLET, DR-304 | 12 | EA | \$ 185.00 | | | | | | | |
| 23 | STORM SWR G-MAIN, TRENCHED, RCP 2000D, 12" | 92 | LF | \$ 32.75 | | | | | | | |
| 24 | STORM SWR G-MAIN, TRENCHED, RCP 2000D, 15" | 951 | LF | \$ 35.50 | | | | | | | 32,376.00 |
| 25 | STORM SWR G-MAIN, TRENCHED, RCP 2000D, 18" | 133 | LF | \$ 41.00 | | | | | | | 5,043.00 |
| 26 | STORM SWR G-MAIN, TRENCHED, RCP 2000D, 24" | 313 | LF | \$ 51.60 | | | | | | | 16,251.60 |
| 27 | RMV STORM SWR PIPE LE 36" | 273 | LF | \$ 9.85 | | | | | | | 2,688.90 |
| 28 | SAN SWR G-MAIN, TRENCHED, PVC, 15" | 1,238 | LF | \$ 35.50 | | | | | | | 44,157.00 |
| 29 | ENGINEER FABRIC | 300 | SY | \$ 2.35 | | | | | | | |
| 30 | EROSION STONE | 210 | TON | \$ 30.00 | | | | | | | |
| 31 | RMVL/REINSTALL FENCE, FIELD | 1,622 | LF | \$ 5.00 | | | | | | | |
| 32 | CONSTRUCTION SURVEY | 1 | LS | \$ 10,250.00 | | | | | | | 10,250.00 |
| 33 | PAINTED PAVT MARK, WATERBORNE/SOLVNT | 144 | STA | \$ 48.50 | | | | | | | |
| 34 | PAINTED SYMBOL & LEGEND, WATERBORNE/SOLVNT | 10 | EA | \$ 85.00 | | | | | | | |
| 35 | PAV'T MARK RMVD | 40 | STA | \$ 45.00 | | | | | | | |
| 36 | TRAFFIC CONTROL | 1 | LS | \$ 4,100.00 | | | | | | | |
| 37 | FLAGGER | 20 | EA | \$ 330.00 | | | | | | | |
| 38 | MOBILIZATION | 1 | LS | \$ 45,000.00 | | | | | | | |
| 39 | WATER MAIN, TRENCHED, PVC, 8" | 334 | LF | \$ 19.90 | | | | | | | 6,648.60 |
| 40 | WATER MAIN, TRENCHED, PVC, 12" | 510 | LF | \$ 29.50 | | | | | | | 15,045.00 |
| 41 | VALVE, GATE, DIP, 8" | 1 | EA | \$ 1,390.00 | | | | | | | |
| 42 | VALVE, GATE, DIP, 12" | 1 | EA | \$ 2,300.00 | | | | | | | |
| 43 | FIRE HYDRANT ASSEMBLY, WM-201 | 2 | EA | \$ 4,075.00 | | | | | | | |
| 44 | JOINT, LONGITUDINAL, BT-5 | 21 | STA | \$ 400.00 | | | | | | | |
| 45 | MULCH | 22 | ACRE | \$ 700.00 | | | | | | | |
| 46 | SEED & FERTILIZE (RURAL) | 20 | ACRE | \$ 850.00 | | | | | | | |
| 47 | SEED & FERTILIZE (URBAN) | 2 | ACRE | \$ 1,000.00 | | | | | | | |
| 48 | SLOPE PROTECTION, WOOD EXCELSIOR | 100 | SQ | \$ 12.00 | | | | | | | |
| 49 | SILT FENCE | 6,025 | LF | \$ 1.75 | | | | | | | 10,543.75 |
| 50 | SILT FENCE- DITCH CHECKS | 800 | LF | \$ 2.20 | | | | | | | |
| 51 | RMVL OF SILT FENCE/SILT FENC- DITCH CHECK | 6,825 | LF | \$ 0.60 | | | | | | | |
| 52 | MAINT OF SILT FENCE/SILT FENC-DITCH CHECK | 6,825 | LF | \$ 0.75 | | | | | | | |
| 53 | MOBILIZATION, EROSION CONTROL | 2 | EA | \$ 500.00 | | | | | | | |
| 54 | SPECIAL BACKFILL | 550 | CY | \$ 36.00 | | | | | | | |

VALUE OF COMPLETED WORK: \$ 315,831.51
LESS 3% RETAINAGE: \$ 9,474.95
LESS PREVIOUS PAYMENTS: \$ 167,450.23
DUE: \$ 138,906.33

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|-------------------------------|------------------------------|-----------------------------------|-------------------------|--------|
| POLICE | ARAMARK UNIFORM SERV INC. | RUG & TOWEL SERVICE | 229.75 | |
| | BARRON MOTOR SUPPLY | TAHOE PARTS | 366.80 | |
| | COBB OIL CO, INC. | FUEL | 1679.45 | |
| | GALLS LLC | CLOTHING-HANSEN/TROUNIQUET-ELLING | 197.74 | |
| | GREINER DISCOUNT TIRES | TIRES & REPAIR | 583.89 | |
| | HANSEN, LYLE | MEAL REIMBURSMENT | 13.98 | |
| | IA COUNTY ATTORNEYS ASSOC | WORKSHOP | 65.00 | |
| | IOWA LAW ENFORCMT ACADEMY | RECERTIFICATIONS | 325.00 | |
| | JOHN DEERE FINANCIAL | K9 DOG FOOD | 21.99 | |
| | MARCO TECHNOLOGIES LLC. | COPIER | 81.50 | |
| | MEDIACOM | INTERNET SERVICE | 109.95 | |
| | ROSS AUTO & MUFFLER SHOP INC | WHEEL ALIGNMENT | 51.74 | |
| | VERIZON WIRELESS | CELLULAR SERVICE | 2238.37 | |
| | WASH CO AUDITOR | MAY COMMUNICATIONS | 19308.42 | |
| | | TOTAL | 25273.58 | |
| | FIRE | ACE-N-MORE | BATTERY | 64.97 |
| | | ALLIANT ENERGY | ALLIANT ENERGY | 51.03 |
| BUSINESS RADIO SALES INC | | REPLACE LCD - REPAIR/CASES/BATT | 302.04 | |
| COBB OIL CO, INC. | | FUEL | 128.28 | |
| JOHN DEERE FINANCIAL | | ROPE | 74.25 | |
| MIDWEST BREATHING AIR SYSTEMS | | TESTING | 104.76 | |
| MOORE'S BP AMOCO INC | | FUEL | 11.50 | |
| ORNDUFF, CARRIE | | CPR- RECERTIFICATION | 32.00 | |
| VERIZON WIRELESS | | CELLULAR SERVICE | 102.09 | |
| VISA | | COMPUTER EQUIP | 53.32 | |
| | | TOTAL | 924.24 | |
| DEVELOP SERV | | ACE-N-MORE | FIRE EXTINGUISHER TOOLS | 76.17 |
| | | COBB OIL CO, INC. | FUEL | 144.67 |
| | PRECISION MIDWEST | REPAIR OF DATA COLLECTOR | 80.20 | |
| | VERIZON WIRELESS | CELLULAR SERVICE | 254.97 | |
| | VISA | LODGING AND FUEL | 270.44 | |
| | WORLDPOINT | CPR DVD | 172.95 | |
| | | TOTAL | 999.40 | |
| | LIBRARY | ALL AMERICAN PEST CONTROL | PEST CONTROL | 44.00 |
| ALLIANT ENERGY | | ALLIANT ENERGY | 1479.52 | |
| MEDIACOM | | INTERNET SERVICE- LIBRARY | 305.96 | |
| OFFICE EXPRESS | | PAPER | 59.80 | |
| VISA | | POSTAGE AND SUPPLIES | 219.95 | |
| | | TOTAL | 2109.23 | |
| PARKS | | ACE-N-MORE | LIGHT BULB SKATE PARK | 102.82 |
| | ACTION SERVICES INC | PORTABLE TOILETS | 315.00 | |
| | AGRILAND FS, INC | GRASS SEED | 119.00 | |
| | ALLIANT ENERGY | ALLIANT ENERGY | 70.24 | |
| | COBB OIL CO, INC. | FUEL | 379.88 | |

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| JOHN DEERE FINANCIAL | 371.13 |
| SCHIMBERG CO. | 170.66 |
| VISA | 245.00 |
| WASHINGTON LUMBER | 9.54 |
| WASHINGTON RENTAL | 391.48 |
| TOTAL | 2174.75 |

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|-------------|-----------------------|--------------|---------------|
| POOL | HOMES BY HAMILTON LLC | TILE REPAIR | 150.00 |
| | | TOTAL | 150.00 |

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|-----------------|---------------------------|-------------------------------|----------------|
| CEMETERY | ACE-N-MORE | GASKETS/PAINT/TOOLS/BATTERIES | 118.00 |
| | ATCO INTERNATIONAL | SAFETY GLASSES | 195.99 |
| | CERTIFIED LABORATORIES | HERBICIDE/OIL | 916.00 |
| | CINTAS FIRST AID & SAFETY | MEDICAL CABINET SUPPLIES | 71.86 |
| | VISA | FLAGS, EQUIP AND HERBICIDE | 1474.78 |
| | | TOTAL | 2776.63 |

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| FINAN ADMIN | ALLIANT ENERGY | ALLIANT ENERGY | 18.03 |
| | ARMSTRONG HEATING & AIR CONDITIONING I | HVAC SERVICE | 401.08 |
| | BAKER PAPER CO. | COPIER PAPER | 59.70 |
| | CDW GOVERNMENT, INC. | DELONG SURFACE | 1055.91 |
| | CINTAS CORP LOC. 342 | RUG & TOWEL SERVICE | 130.75 |
| | CITY OF NEW LONDON | SEICCA MEALS -ILLA & KELSE | 20.00 |
| | EASTERN IOWA TOURISM | REGISTRATION FOR MILLIE | 20.00 |
| | FAREWAY STORES | FLOWERS/SUPPLIES | 85.82 |
| | GOOGLE INC | MONTHLY SERVICE | 212.50 |
| | MARTIN'S FLAG CO. | FLAGS FOR CITY HALL | 190.38 |
| | MEDIACOM | INTERNET SERVICE | 109.95 |
| | PURCHASE POWER | POSTAGE | 1510.00 |
| | SITLER'S SUPPLIES INC. | 30 LED BULBS FOR CITY HALL | 540.00 |
| | VERIZON WIRELESS | CELLULAR SERVICE | 134.15 |
| | VISA | MAILING DOCUMENTS | 52.89 |
| | WASH CHAMBER OF COMMERCE | ANNUAL DINNER | 40.00 |
| | WASH COUNTY MINIBUS | LOST- MAY | 14387.81 |
| | WASHINGTON EVENING JOURNAL | ADVERTISING | 644.03 |
| | WINDSTREAM IOWA COMMUNICATIONS | TELEPHONE SERVICE | 143.24 |
| | | TOTAL | 19756.24 |

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|----------------|-----------------------------|-------------------------|----------------|
| AIRPORT | JAMIESON, JEAN | AIRPORT CLEANING | 196.00 |
| | VERIZON WIRELESS | CELLULAR SERVICE | 28.04 |
| | VETTER'S INC-CULLIGAN WATER | SALT AND COND RENTAL | 265.93 |
| | VISA | FUEL | 35.98 |
| | WASH CO RECYCLING CTR | AIRPORT TRASH- 4 MONTHS | 80.00 |
| | WASHINGTON EVENING JOURNAL | ADVERTISING | 129.64 |
| | WEST LAWN CARE | AIRPORT MOWING | 1710.00 |
| | | TOTAL | 2445.59 |

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| ROAD USE | AGRILAND FS, INC | BOTTLED GAS | 150.00 |
| | BONHAM, JACK | SIDEWLAK REPAIR/REPLACEMEN | 157.60 |
| | BRIGHTON CHAMBER | TESTING | 37.00 |

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| | COBB OIL CO, INC. | FUEL | 593.75 |
| | COBB PETROLEUM | LATE CHARGE | 10.36 |
| | GILMERE, SUE | SIDEWALK REPAIR/REPLACEMEN | 315.20 |
| | PRECISION CONCRETE CUTTING | TRIP HAZARD REPAIRS | 2879.05 |
| | | TOTAL | 4142.96 |
| STREET LIGHTING | ALLIANT ENERGY | ALLIANT ENERGY | 446.84 |
| | | TOTAL | 446.84 |
| HOUSING REHAB | CLERK OF COURT | 529 N AVE D ABANDONMENT PE | 235.00 |
| | | TOTAL | 235.00 |
| DOG PARK | PAWS & MORE ANIMAL SHELTER | PROJECT DONATION | 793.00 |
| | VISA | DOG PARK BRIDGE AND SUPPLIES | 1410.11 |
| | | TOTAL | 2203.11 |
| TREE COMMITTEE | BAILEY NURSERIES | TREES | 2640.02 |
| | CUSTOM IMPRESSIONS INC | PLAQUE | 131.95 |
| | | TOTAL | 2771.97 |
| LIBRARY GIFT | BAKER & TAYLOR | BOOKS | 1169.43 |
| | TRACES | BOOKS | 174.50 |
| | VISA | SUPPLIES FOR SUMMER READIN | 113.67 |
| | | TOTAL | 1457.60 |
| WATER PLANT | ACE-N-MORE | SUPPLIES | 40.62 |
| | ALLIANT ENERGY | ALLIANT ENERGY | 35.63 |
| | ARMSTRONG HEATING & AIR CONDITIONING I | SRVCS AND REPLACED THERMOS | 212.95 |
| | CINTAS FIRST AID & SAFETY | SAFETY SUPPLIES | 37.48 |
| | COBB OIL CO, INC. | FUEL | 56.61 |
| | FERGUSON WATERWORKS# 2516 | READERS AND BATTERY | 1795.50 |
| | IA DEPT OF NATURAL RESOURCES | KYLE-WASTEWATER II EXAM FE | 30.00 |
| | JENNINGS, ELAINE | MILEAGE REIMBURSMEN | 15.53 |
| | VERIZON WIRELESS | CELLULAR SERVICE | 52.08 |
| | VISA | CONFERENCE | 125.00 |
| | WATER SOLUTIONS UNLIMITED | CHEMICALS | 3645.65 |
| | | TOTAL | 6047.05 |
| WATER DIST | COBB OIL CO, INC. | FUEL | 706.78 |
| | VERIZON WIRELESS | CELLULAR SERVICE | 93.02 |
| | | TOTAL | 799.80 |
| WATER CAP PROJ | IA DEPT OF NATURAL RESOURCES | ANNUAL PERMIT FEE N WATER | 175.00 |
| | | TOTAL | 175.00 |
| SEWER PLANT | ALLIANT ENERGY | ALLIANT ENERGY | 63.97 |
| | COBB OIL CO, INC. | FUEL | 111.89 |
| | JOHN DEERE FINANCIAL | TORDON BRUSH KILLER | 27.98 |

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| ONSITE SERVICES SOLUTIONS, LLC | SBR DISSOLVED OXYGEN DISPL | 818.00 |
| O'REILLY AUTOMOTIVE INC | CAR PARTS | 15.68 |
| USA BLUEBOOK | LAB TESTING SUPPLIES | 253.97 |
| VERIZON WIRELESS | CELLULAR SERVICE | 114.16 |
| VISA | REG, TRAINING AND SUPPLIES | 259.26 |
| | TOTAL | 1664.91 |

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| SEWER COLLECT | COBB OIL CO, INC. | FUEL | 565.16 |
| | VERIZON WIRELESS | CELLULAR SERVICE | 124.16 |
| | | TOTAL | 689.32 |

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| SEWER CAP PROJ | GOODWIN, AUSTIN | COURTHOUSE SEWER PROJ | 500.00 |
| | SCHIMBERG CO. | COPPER AND PVC PIPE | 1704.00 |
| | UTILITY EQUIPMENT CO | PARTS AND EQUIP | 3808.57 |
| | | TOTAL | 6012.57 |

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|-------------------|---------------------------|---------------|----------------|
| SANITATION | RECYCLING SERVICES AGENCY | MAY RECYCLING | 1395.83 |
| | | TOTAL | 1395.83 |

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| SELF INSURANCE | WASH CO HOSPITAL | WORK COMP | 185.00 |
| | | TOTAL | 185.00 |

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| | | TOTAL | 84836.62 |
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**CITY OF WASHINGTON, IA
VISA Card Charges - 2016**

CLAIMS REPORT 05/17/2016

| | | | |
|---|----------------------------------|--|--|
| SEWER PLANT WALMART - MISC SUPPLIES IOWA WATER ENVIRONMENT - CEU TRAINING FOR WW LICENSE WALMART - SUPPLIES | 72.45 150.00 36.81 | LIBRARY/LIBRARY GIFT ENDICIA FEES - POSTAGE FEE USPS POSTAGE - POSTAGE USPS POSTAGE - POSTAGE PAYPAL *HRMUSA - SUMMER READING PRIZES - TAB WALMART - OFFICE SUPPLIES DVD WALMART - OFFICE SUPPLIES - SUMMER READING SUPPLIES WALMART - OFFICE SUPPLIES - DVD | 9.95 200.00 10.00 60.00 19.96 7.79 25.92 |
| ENGINEERING CASEYS - GAS BEST WESTERN CLEAR LAKE - ELECTRICAL INSPECTORS MEETING - BRUNS | 259.26 5.00 265.44 | PARK PRODRYER - HAND DRYERS | 333.62 245.00 |
| DOG PARK KIRBY BUILT PRODUCT - DOG PARK EQUIP DOG POOP BAGS | 270.44 1,336.02 74.09 | CEMETERY AMERICAN LEGION EMBLEM - FLAGS ENGINEERSUPPLYCOM - MAGNETIC LOCATOR AMERICAN LEGION EMBLEM - FLAG DOMYOWNPESTCONTROL - HERBICIDE | 245.00 361.45 599.99 40.90 472.44 |
| WATER PLANT QC ANALYTICAL SERVICES - CEU CONFERENCE - MCCLEARY | 1,410.11 2,215.00 2,215.00 | FINAN ADMIN USPS - POSTAGE USPS - POSTAGE | 1,474.78 24.94 27.95 52.89 |
| FIRE STARTECH - ADAPTER | 53.32 53.32 | AIRPORT BP - GAS FOR COURTESY CAR BP - GAS FOR COURTESY CAR | 28.89 7.09 35.98 |
| | | | |

CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
APRIL 30, 2016

| FUND | 4/1/2016 | M-T-D | REVENUES NOT | M-T-D | EXPENSES NOT | 4/30/2016 |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|---------------|
| | BEGINNING | | | | | REVENUES |
| | CASH BALANCE | | | | | BALANCE |
| 001-GENERAL FUND | 863,784.63 | 1,053,983.97 | - | 231,067.44 | - | 1,686,701.16 |
| 002-AIRPORT FUND | 143,879.87 | 14,438.26 | - | 3,348.18 | - | 154,969.95 |
| 010-CHAMBER REIMBURSEMENT | 1,010.33 | 4,938.24 | - | 4,480.00 | - | 1,468.57 |
| 011-MAIN STREET REIMBURSEMENT | 516.20 | 4,240.14 | - | 3,569.45 | - | 1,186.89 |
| 012-WEDG REIMBURSEMENT | 228.79 | 6,491.09 | - | 5,884.97 | - | 834.91 |
| 110-ROAD USE | 828,392.06 | 72,274.14 | - | 40,227.58 | - | 860,438.62 |
| 112-EMPLOYEE BENEFITS | - | 255,480.45 | - | 255,480.45 | - | - |
| 114-EMERGENCY LEVY | - | 21,769.62 | - | 21,769.62 | - | - |
| 121-LOCAL OPTION SALES TAX | - | 57,551.23 | - | 57,551.23 | - | - |
| 125-URBAN RENEWAL AREA #1 | - | 11,409.99 | - | 11,409.99 | - | - |
| 129-URBAN RENEWAL AREA #3C | - | 24,899.60 | - | 20,101.06 | - | 4,798.54 |
| 131-URBAN RENEWAL AREA #4 | - | 22,251.62 | - | 22,251.62 | - | - |
| 132-URBAN RENEWAL AREA #5 | 13,438.26 | 15,446.89 | - | - | - | 28,885.15 |
| 133-URBAN RENEWAL AREA #6 | - | 22,408.23 | - | 22,408.23 | - | - |
| 134-URBAN RENEWAL AREA #7 | 479.19 | 1,258.45 | - | - | - | 1,737.64 |
| 145-HOUSING REHABILITATION | 47,872.80 | 10,805.00 | - | 6,081.00 | - | 52,596.80 |
| 146-LMI TIF SET-ASIDE | 40,249.77 | 12,159.74 | - | - | - | 52,409.51 |
| 200-DEBT SERVICE | 387,740.29 | 1,816,593.52 | - | - | - | 2,204,333.81 |
| 300-CAPITAL EQUIPMENT | 350,863.02 | 40,302.27 | - | 43,014.00 | - | 348,151.29 |
| 301-CAPITAL PROJECTS FUND | 518,544.75 | 367,049.42 | - | 366,749.44 | - | 518,844.73 |
| 305-RIVERBOAT FOUND CAP PROJ | 202,645.69 | - | - | - | - | 202,645.69 |
| 308-INDUSTRIAL DEVELOPMENT | 963,368.30 | 28,996.84 | - | 320,260.86 | - | 672,104.28 |
| 309-MUNICIPAL BUILDING | 48,297.20 | - | - | - | - | 48,297.20 |
| 310-WELLNESS PARK | 13,997.80 | 16,651.20 | - | 4,984.59 | - | 25,664.41 |
| 311-SIDEWALK REPAIR & REPLACE | (1,150.00) | - | - | - | - | (1,150.00) |
| 510-MUNICIPAL BAND | 1,018.70 | - | - | - | - | 1,018.70 |
| 520-DOG PARK | 6,450.07 | - | - | - | - | 6,450.07 |
| 530-TREE COMMITTEE | 11,286.82 | 100.00 | - | 125.00 | - | 11,261.82 |
| 540-POLICE FORFEITURE | 486.75 | - | - | - | - | 486.75 |
| 545-SAFETY FUND | 700.00 | - | - | - | - | 700.00 |
| 550-PARK GIFT | 149,367.77 | 2,000.69 | - | - | - | 151,368.46 |
| 570-LIBRARY GIFT | 29,890.99 | 721.00 | - | 2,560.63 | - | 28,051.36 |
| 580-CEMETERY GIFT | 50,095.00 | - | - | - | - | 50,095.00 |
| 590-CABLE COMMISSION | 8,761.14 | - | - | - | - | 8,761.14 |
| 600-WATER UTILITY | 1,311,636.88 | 127,783.19 | - | 137,571.31 | - | 1,301,848.76 |
| 601-WATER DEPOSIT FUND | 20,065.00 | 1,350.00 | - | 1,425.00 | - | 19,990.00 |
| 603-WATER CAPITAL PROJECTS | - | 59,234.15 | - | 59,234.15 | - | - |
| 610-SANITARY SEWER | 1,316,417.80 | 163,932.73 | - | 84,869.20 | - | 1,395,481.33 |
| 613-SEWER CAPITAL PROJECTS | 255,623.63 | 25,412.57 | - | 192,024.06 | - | 89,012.14 |
| 670-SANITATION | 143,733.54 | 31,286.25 | - | 43,141.06 | - | 131,878.73 |
| 910-LIBRARY TRUST | 218,619.21 | 18.93 | - | - | - | 218,638.14 |
| 950-SELF INSURANCE | 155,189.20 | 37,285.81 | - | 27,330.42 | - | 165,144.59 |
| 951-UNEMPLOYMENT SELF INS | 331.09 | 3,832.21 | - | - | - | 4,163.30 |
| TOTAL BALANCE | 8,103,832.54 | 4,334,357.44 | - | 1,988,920.54 | - | 10,449,269.44 |

Cash in Bank - Pooled Cash

| | | <u>Interest Rate</u> |
|--|----------------------|----------------------|
| Wash St. Bank - Operating Account | 3,973,536.72 (1) | 0.01% |
| Cash in Drawer | 350.00 | N/A |
| Wash St Bank - MM | 256,970.89 | 0.01% |
| Investment in IPAIT | 1,987,684.72 | 0.01% |
| Wash St Bank - Library Acct | 167,680.18 | 0.01% |
| Wash St - Farm Mgmt Acct | 63,046.93 | |
| Wash St Bank - CD - 1/9/14 - renewed | 500,000.00 | 0.75% |
| Wash St Bank - CD - 6/20/2014 - renewed | 500,000.00 | 0.60% |
| Wash St Bank - CD - 8/8/2014 - renewed | 500,000.00 | 0.60% |
| Wash St Bank - CD - 12/10/2014 - renewed | 500,000.00 | 0.70% |
| Wash St Bank - CD 04/22/2015 - renewed | 500,000.00 | 0.85% |
| CBI Bank & Trust - CD - 10/8/2015 | 500,000.00 | 0.62% |
| CBI Bank & Trust - CD - 2/19/2016 | 500,000.00 | 0.82% |
| IPAIT CD - 3/9/2016 | 500,000.00 | 1.00% |
| TOTAL CASH IN BANK | <u>10,449,269.44</u> | |

| | |
|-------------------------------|---------------------|
| (1) Washington State Bank | 3,991,665.95 |
| Outstanding Deposits & Checks | (18,129.23) |
| | <u>3,973,536.72</u> |

CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
APRIL 30, 2016

| FUND | 7/1/2015 BEGINNING CASH BALANCE | Y-T-D REVENUES | REVENUES NOT YET RECEIVED | Y-T-D EXPENDITURES | EXPENSES NOT YET EXPENDED | 4/30/2016 ENDING CASH BALANCE |
|-------------------------------|---------------------------------------|----------------------|------------------------------|-----------------------|------------------------------|-------------------------------------|
| 001-GENERAL FUND | 1,043,129.25 | 3,438,641.31 | - | 2,795,296.20 | 226.80 | 1,686,701.16 |
| 002-AIRPORT FUND | 126,020.17 | 388,312.07 | - | 359,362.29 | - | 154,969.95 |
| 010-CHAMBER REIMBURSEMENT | 1,308.81 | 48,895.40 | - | 48,735.64 | - | 1,468.57 |
| 011-MAIN STREET REIMBURSEMENT | 807.50 | 39,006.65 | - | 38,627.26 | - | 1,186.89 |
| 012-WEDG REIMBURSEMENT | 30.43 | 71,401.99 | - | 70,597.51 | - | 834.91 |
| 110-ROAD USE | 674,883.61 | 828,962.67 | - | 643,458.06 | 50.40 | 860,438.62 |
| 112-EMPLOYEE BENEFITS | - | 628,200.50 | - | 628,200.50 | - | - |
| 114-EMERGENCY LEVY | - | 53,958.51 | - | 53,958.51 | - | - |
| 121-LOCAL OPTION SALES TAX | - | 681,085.45 | - | 681,085.45 | - | - |
| 125-URBAN RENEWAL AREA #1 | - | 23,771.10 | - | 23,771.10 | - | - |
| 129-URBAN RENEWAL AREA #3C | - | 68,819.37 | - | 64,020.83 | - | 4,798.54 |
| 131-URBAN RENEWAL AREA #4 | - | 44,932.84 | - | 44,932.84 | - | - |
| 132-URBAN RENEWAL AREA #5 | - | 30,893.79 | - | 2,008.64 | - | 28,885.15 |
| 133-URBAN RENEWAL AREA #6 | - | 44,816.37 | - | 44,816.37 | - | - |
| 134-URBAN RENEWAL AREA #7 | 1,443.27 | 2,516.90 | - | 2,222.53 | - | 1,737.64 |
| 145-HOUSING REHABILITATION | 16,949.00 | 46,678.80 | - | 11,031.00 | - | 52,596.80 |
| 146-LMI TIF SET-ASIDE | 29,516.48 | 22,893.03 | - | - | - | 52,409.51 |
| 200-DEBT SERVICE | 963.41 | 2,325,379.04 | - | 122,008.64 | - | 2,204,333.81 |
| 300-CAPITAL EQUIPMENT | 326,899.51 | 173,860.81 | - | 152,609.03 | - | 348,151.29 |
| 301-CAPITAL PROJECTS FUND | 417,200.59 | 3,761,988.97 | - | 3,660,344.83 | - | 518,844.73 |
| 305-RIVERBOAT FOUND CAP PROJ | 145,522.04 | 307,123.65 | - | 250,000.00 | - | 202,645.69 |
| 308-INDUSTRIAL DEVELOPMENT | 1,185,034.03 | 51,262.77 | - | 564,192.52 | - | 672,104.28 |
| 309-MUNICIPAL BUILDING | 208,354.12 | - | - | 160,056.92 | - | 48,297.20 |
| 310-WELLNESS PARK | 15,097.80 | 16,651.20 | - | 6,084.59 | - | 25,664.41 |
| 311-SIDEWALK REPAIR & REPLACE | - | - | - | 1,150.00 | - | (1,150.00) |
| 510-MUNICIPAL BAND | 25.00 | 993.70 | - | - | - | 1,018.70 |
| 520-DOG PARK | 6,340.53 | 659.00 | - | 549.46 | - | 6,450.07 |
| 530-TREE COMMITTEE | 6,017.28 | 11,055.00 | - | 5,810.46 | - | 11,261.82 |
| 540-POLICE FORFEITURE | 152.50 | 334.25 | - | - | - | 486.75 |
| 545-SAFETY FUND | - | 1,000.00 | - | 300.00 | - | 700.00 |
| 550-PARK GIFT | 154,235.66 | 36,321.53 | - | 39,188.73 | - | 151,368.46 |
| 570-LIBRARY GIFT | 32,797.26 | 10,655.46 | - | 15,401.36 | - | 28,051.36 |
| 580-CEMETERY GIFT | 50,150.00 | - | - | 55.00 | - | 50,095.00 |
| 590-CABLE COMMISSION | 16,301.43 | - | - | 7,540.29 | - | 8,761.14 |
| 600-WATER UTILITY | 924,440.95 | 1,419,469.14 | - | 1,042,139.02 | 77.69 | 1,301,848.76 |
| 601-WATER DEPOSIT FUND | 20,560.00 | 15,600.00 | - | 16,170.00 | - | 19,990.00 |
| 603-WATER CAPITAL PROJECTS | - | 1,572,087.74 | - | 1,572,087.74 | - | - |
| 610-SANITARY SEWER | 1,130,732.28 | 1,715,209.26 | - | 1,450,540.01 | 79.80 | 1,395,481.33 |
| 612-SEWER SINKING | - | 236,805.00 | - | 236,805.00 | - | - |
| 613-SEWER CAPITAL PROJECTS | 334,319.96 | 359,505.34 | - | 604,813.16 | - | 89,012.14 |
| 670-SANITATION | 118,398.26 | 354,260.51 | - | 340,780.04 | - | 131,878.73 |
| 910-LIBRARY TRUST | 218,478.03 | 160.11 | - | - | - | 218,638.14 |
| 950-SELF INSURANCE | 143,232.94 | 73,066.94 | - | 51,155.29 | - | 165,144.59 |
| 951-UNEMPLOYMENT SELF INS | 1,457.93 | 18,316.02 | - | 15,610.65 | - | 4,163.30 |
| TOTAL BALANCE | 7,350,800.03 | 18,925,552.19 | - | 15,827,517.47 | (434.69) | 10,449,269.44 |

Cash in Bank - Pooled Cash

| | | <u>Interest Rate</u> |
|--|----------------------|----------------------|
| Wash St. Bank - Operating Account | 3,973,536.72 (1) | 0.01% |
| Cash in Drawer | 350.00 | N/A |
| Wash St Bank - MM | 256,970.89 | 0.01% |
| Investment in IPAIT | 1,987,684.72 | 0.01% |
| Wash St Bank - Library Acct | 167,680.18 | 0.01% |
| Wash St - Farm Mgmt Acct | 63,046.93 | |
| Wash St Bank - CD - 1/9/14 - renewed | 500,000.00 | 0.75% |
| Wash St Bank - CD - 6/20/2014 - renewed | 500,000.00 | 0.60% |
| Wash St Bank - CD - 8/8/2014 - renewed | 500,000.00 | 0.60% |
| Wash St Bank - CD - 12/10/2014 - renewed | 500,000.00 | 0.70% |
| Wash St Bank - CD 04/22/2015 - renewed | 500,000.00 | 0.85% |
| CBI Bank & Trust - CD - 10/8/2015 | 500,000.00 | 0.62% |
| CBI Bank & Trust - CD - 2/19/2016 | 500,000.00 | 0.82% |
| IPAIT CD - 3/9/2016 | 500,000.00 | 1.00% |
| TOTAL CASH IN BANK | 10,449,269.44 | |

| | |
|-------------------------------|---------------------|
| (1) Washington State Bank | 3,991,665.95 |
| Outstanding Deposits & Checks | (18,129.23) |
| | <u>3,973,536.72</u> |

Illa Earnest

From: Dave Hoffman [dhoffman@washington.k12.ia.us]
Sent: Thursday, May 12, 2016 11:00 AM
To: Illa Earnest; Jeff Dicks; Teresa Beenblossom; Woody Harden; Mindi Rees
Subject: Bike a thon at Lincoln 2016

The Bike-a-thon is scheduled for Friday, Sept. 16 at Lincoln (The raindate is Friday, Sept 23). With last year being a huge success for Lincoln, we would like run it like we did last year, on 4th Avenue, Monroe St., 6th Avenue and through the bus barn and parking lot. Please put us on the city agenda to get permission to block the city streets from 12:30- 3:20 PM on that date.

Please let us know of any concerns that we need to address.

Thanks.

--

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

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

Form 653.C1

The City Council of Washington in WASHINGTON County, Iowa
will meet at 115 W. Washington, Washington Free Public Library
at 6:00 on 5/31/2016
(hour) (Date)

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

| | Total Budget as certified or last amended | Current Amendment | Total Budget after Current Amendment |
|--|---|----------------------|--|
| Revenues & Other Financing Sources | | | |
| Taxes Levied on Property | 1 | 3,223,650 | 3,223,650 |
| Less: Uncollected Property Taxes-Levy Year | 2 | 0 | 0 |
| Net Current Property Taxes | 3 | 3,223,650 | 3,223,650 |
| Delinquent Property Taxes | 4 | 0 | 0 |
| TIF Revenues | 5 | 219,617 | 219,617 |
| Other City Taxes | 6 | 794,225 | 889,225 |
| Licenses & Permits | 7 | 126,825 | 126,825 |
| Use of Money and Property | 8 | 178,947 | 178,947 |
| Intergovernmental | 9 | 2,900,991 | 3,033,991 |
| Charges for Services | 10 | 4,764,457 | 4,764,457 |
| Special Assessments | 11 | 20,000 | 20,000 |
| Miscellaneous | 12 | 20,008 | 65,364 |
| Other Financing Sources | 13 | 754,800 | 4,460,932 |
| Transfers In | 14 | 6,922,474 | 8,341,410 |
| Total Revenues and Other Sources | 15 | 19,925,994 | 25,324,418 |
| Expenditures & Other Financing Uses | | | |
| Public Safety | 16 | 1,795,488 | 1,799,013 |
| Public Works | 17 | 1,433,540 | 1,566,540 |
| Health and Social Services | 18 | 0 | 0 |
| Culture and Recreation | 19 | 841,583 | 894,641 |
| Community and Economic Development | 20 | 28,889 | 28,889 |
| General Government | 21 | 857,281 | 890,700 |
| Debt Service | 22 | 1,201,692 | 2,246,257 |
| Capital Projects | 23 | 4,945,527 | 5,047,346 |
| Total Government Activities Expenditures | 24 | 11,104,000 | 12,473,386 |
| Business Type / Enterprises | 25 | 5,590,277 | 6,410,137 |
| Total Gov Activities & Business Expenditures | 26 | 16,694,277 | 18,883,523 |
| Transfers Out | 27 | 6,922,474 | 8,341,410 |
| Total Expenditures/Transfers Out | 28 | 23,616,751 | 27,224,933 |
| Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year | 29 | -3,690,757 | -1,900,515 |
| Beginning Fund Balance July 1 | 30 | 7,350,800 | 7,350,800 |
| Ending Fund Balance June 30 | 31 | 3,660,043 | 5,450,285 |

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

Amending for additional Local Option Sales Tax revenue, bond proceeds/payments, carryover capital projects, additional streetwork expenses and park improvements

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

Kelsey Brown

City Clerk/ Finance Officer Name

Previously Approved Projects/Purchases

| | Offsetting RV | RV Source | Other Notes |
|-----|---------------|----------------------------------|--|
| 121 | 5,000.00 | Reimburse from RAGBRAI in August | -RAGBRAI start up cash, will be repaid following RAGBRAI |
| 001 | 23,750.00 | LOST Revenue | -25% of LOST Revenue |
| | 23,750.00 | LOST Revenue | Extra LOST to Mini-bus |
| 200 | 71,250.00 | LOST Revenue | |
| 200 | 985,000.00 | Bond Proceeds | |
| 200 | 59,314.63 | 2015 Water Tower/Street issue | Transfer Series 2016 proceeds for Business park/streets |
| 301 | 470,263.81 | | |
| 200 | 250.00 | | |
| 301 | 81,996.00 | | |
| 301 | 1,760.85 | 0.00 N/A | -Carryover into FY from FY15, additional work |
| 301 | 4,912.28 | 0.00 N/A | -Carryover into FY from FY15 |
| 301 | 4,912.28 | | -Sampling equipment per agreement, trsf in from TIF #6 |
| 301 | 12,000.00 | | -Tiling expense |
| 310 | 1,150.00 | | -Kewash Trial expense, trsf in from Road Use |
| 311 | 25,413.00 | | -Transfer for Water Main for Courthouse Sewer Sep Proj |
| 600 | 406,014.00 | | |
| 603 | 416,849.00 | | -Transfers for Water Tower and West Side Interceptor |
| 301 | 265,000.00 | | -Transfer in from Sewer Collect |
| 613 | 46,000.00 | | -Carryover into FY from FY15, Transfer in from Sewer |
| 613 | 90,000.00 | | -Carryover into FY from FY15, Transfer in from Sewer |
| 613 | 2,500.00 | | -Extra Payments to 28E Recycling Center |
| 670 | | | |

Items Requiring Council Approval

| | | | |
|--|------------|-----------------------------------|--|
| GF 001 Police - Wages | 3,524.70 | University of Iowa Football Games | -\$3000 wages + \$295.20 IPERS + \$229.50 FICA |
| GF 001 Parks - Wages | 8,743.50 | 0.00 N/A | -\$7,500 wages, + \$669.75 IPERS + \$573.75 FICA |
| GF 001 Parks - Building and Grounds Maint | 4,904.00 | 0.00 N/A | -Shelter Doors \$3504 and LED Floodlights \$1400 |
| GF 001 Parks - Transfer to Unemployment Self Ins | 1,348.00 | | -Transfer for Unemployment Payments |
| GF 001 Pool - Licenses and Permits | 513.00 | Reimbursed by YMCA | |
| GF 001 Admin Transfer to Municipal Band | 3,000.00 | | -Transfer for Municipal Band Trip |
| RUT 110 Road Use - Signs | 8,000.00 | Road Use Tax | -budget error |
| RUT 110 Road Use - General Supplies | 10,000.00 | Road Use Tax | -Additional street work |
| RUT 110 Road Use - Street Maint Expense | 115,000.00 | Road Use Tax | -Additional street maintenance |
| Spec Rev 520 Dog Park | 2,129.00 | | -Park Board decision to donate Doggie Paddle revenue to Paws & equipment |
| Spec Rev 550 Park Gift Fund | 38,897.72 | Riverboat grants/donations | -Ball Field improvements |
| Spec Rev 530 Cable Commission - Studio Expense | 2,540.00 | | -Studio expenses |
| 951 Unemployment Self Insurance | 10,346.00 | | -Unemployment payments made throughout the year |

Total \$3,979,488.14

Total \$3,206,031.77

Transfers (Included Above)

| From | Out Amount | To | In Amount | Purpose |
|---------------|--------------|-------------------------|--------------|---|
| LOST Revenue | 95,000.00 | General Fund | 23,750.00 | Extra LOST to Mini-Bus |
| Park | 1,348.00 | Municipal Building Fund | 71,250.00 | Extra Lost to Municipal Building Proj |
| TIF 6 | 4,912.28 | Unemployment Self Ins | 1,348.00 | Cover Unemployment Payments |
| Road Use Tax | 1,150.00 | Capital Proj | 4,912.28 | IRE Sampling Equip |
| Sewer Collect | 265,000.00 | Sidewalk Repair/Replace | 1,150.00 | Kewash Trail |
| Sewer Plant | 136,000.00 | Sewer Cap Proj | 265,000.00 | Courthouse Sewer Sep |
| General Fund | 3,000.00 | Municipal Band | 136,000.00 | Lexington Lift Station and Old Plant Demo |
| Water Dist | 25,413.00 | Sewer Cap Proj | 3,000.00 | Trip |
| Cap Proj | 416,849.00 | Water Cap Proj | 25,413.00 | Courthouse Sewer Sep |
| Debt Service | 470,263.81 | Capital Proj | 416,849.00 | |
| | 1,418,936.09 | | 470,263.81 | |
| | | | 1,418,936.09 | |

Highway 92 to the east to Walmart.

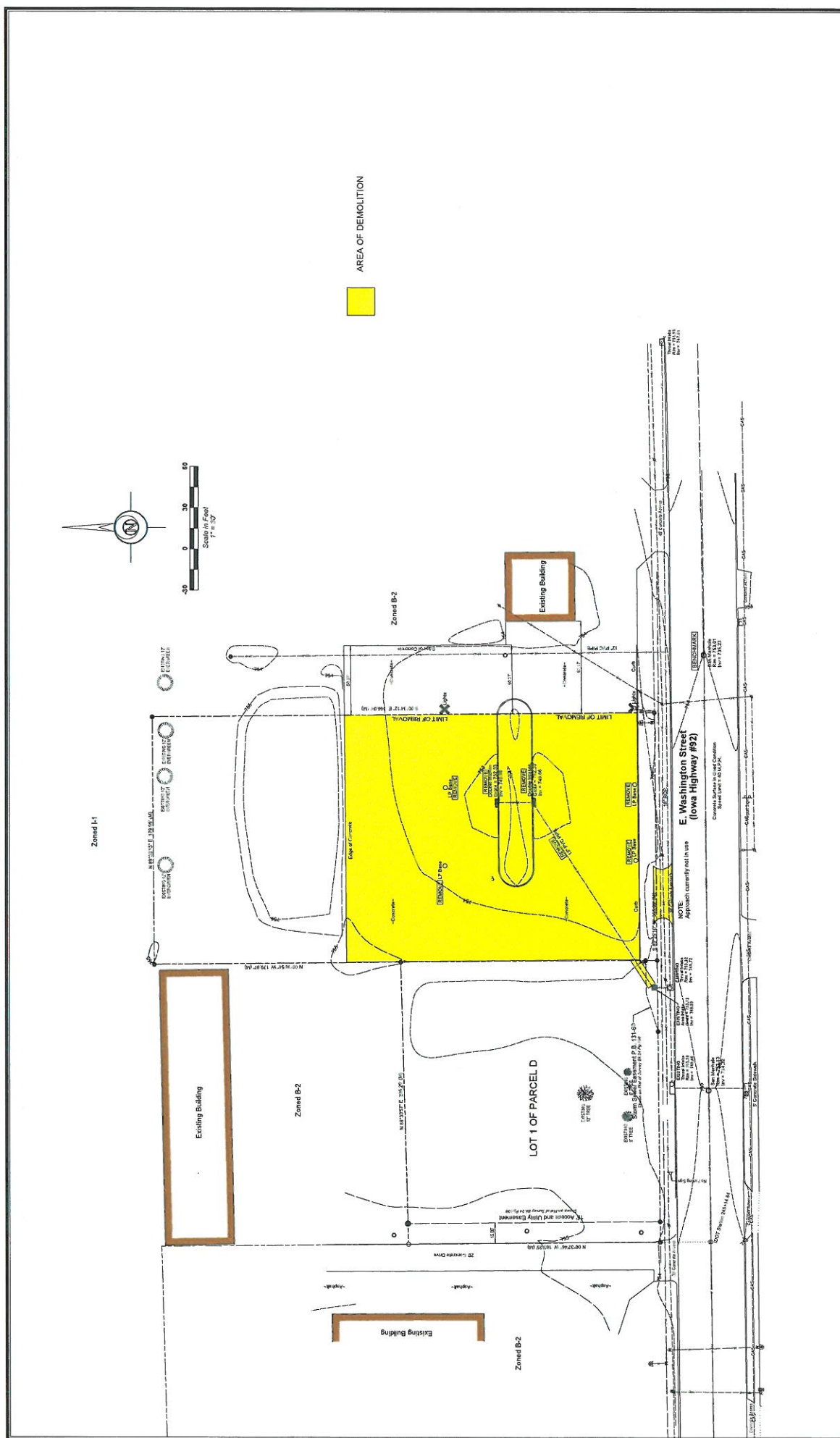
It is my recommendation that the sidewalk requirement be waived for this site.

Storm Water

The storm water will be split between the existing storm sewer along Highway 92 and a detention basin. The site has an existing lower grass area to the north that will be utilized as a detention basin. The storm water design meets the requirement of the Site Plan ordinance.

Recommendation

The site plan meets the requirements of the Site Plan ordinance for a Major Site Plan except for the landscaping and sidewalk. It is our recommendation that those be waived and the site plan be approved and a recommendation provided to the council.



LEGEND

STANDARD SYMBOLS:

- MATCH EXISTING ELEVATION
- GAS METER
- PARKING SPACE
- POWER POLE
- FINISHED FLOOR

LEGEND

STANDARD SYMBOLS:

- SANITARY SEWER MANHOLE
- STORM SEWER MANHOLE
- BOTTOM OF CURB ELEVATION
- TOP OF SLAB ELEVATION
- FLOWLINE ELEVATION

LEGEND

STANDARD SYMBOLS:

- DOWNHOLE
- PROPOSED UTILITY LINE
- UTILITY LINE OR PIPE
- WATER METER
- GAS
- STORM SEWER
- STORM SEWER
- OVERHEAD ELECT. TEL.
- CABLE TELEVISION

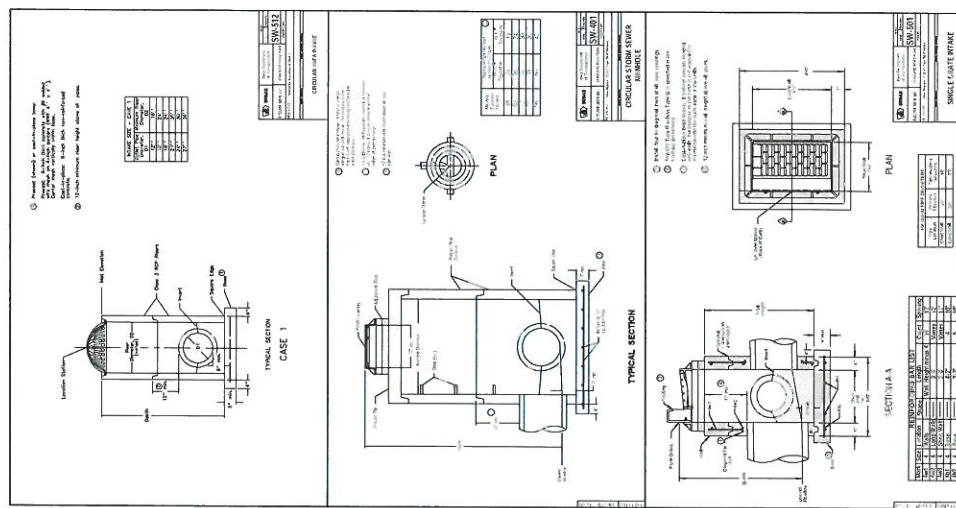
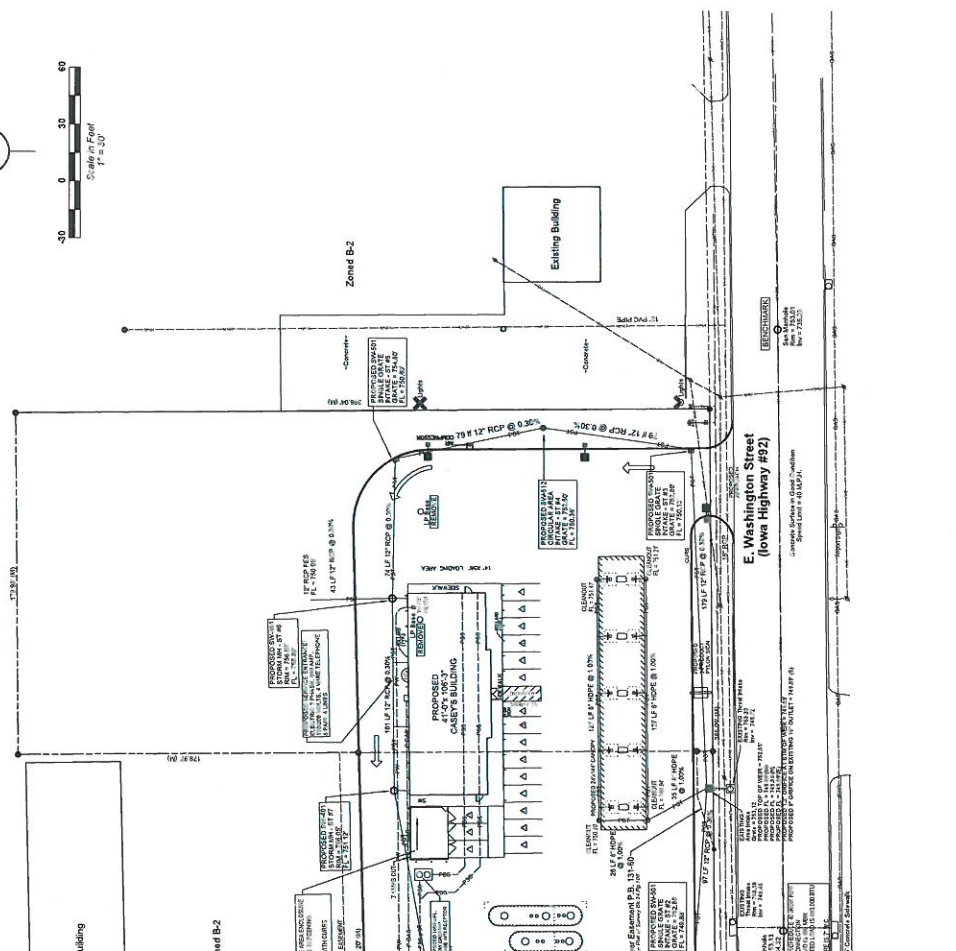
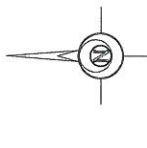
Casey's General Stores
1700 Block, E. Washington Street
Washington, Iowa

A. LEO FIELDS ENGINEERING COMPANY
ENGINEERING | PLANNING | SURVEYING
 2322 Olive Street, Des Moines, IA 50314 • P. 515.264.8181 F. 515.264.2289

DATE: 11-09-2015
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT NO: 15-475
 DEMO

UTILITY NOTES:

1. THE CONTRACTOR SHALL PROTECT ALL UTILITIES AND STRUCTURES. ANY DAMAGE SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE CITY.
2. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT UTILITY COMPANIES TO VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE LOCATIONS OF THE UTILITIES SHOWN IN THE PLANS ARE BASED ON LIMITED INFORMATION PROVIDED BY THE UTILITY COMPANIES. THE CONTRACTOR SHALL VERIFY LOCATIONS/ELEVATIONS APPLY ONLY AT THE SURFACE FEATURES SHOWN.
3. CONTRACTOR TO VERIFY WITH LOCAL UTILITIES REGULATIONS FOR MAINTENANCE, ACCESS AND TESTING FOR CONSTRUCTION.
4. 4" SANITARY SEWER MINIMUM SLOPE = 2.00%



Casey's General Stores
1700 Block, E. Washington Street
Washington, Iowa

Sanitary Sewer Project of Property Owner
 Project No. 15-001
 Date: 04-19-2016
 Scale: 1" = 30'
 Author: E. P. P. 15-001
 Utility

LEGEND:

STANDARD SYMBOLS:

- MATCH EXISTING ELEVATION
- GAS METER
- STREET LIGHT
- LAMP POLE
- FINISHED FLOOR
- CLEANOUT
- MORE OR LESS
- FIRE HYDRANT
- SANITARY SEWER MANHOLE
- VALVE
- TOP OF CURB ELEVATION
- TOP OF SLAB ELEVATION
- FLOWLINE ELEVATION

PROPOSED UTILITY LINE

- PROPOSED UTILITY LINE
- WATER METER
- SANITARY SEWER
- SLOPE INDICATOR
- OVERHEAD ELEC./TEL
- CABLE TELEVISION

EXISTING UTILITIES NOTE:
 EXISTING UTILITIES SHOWN ON THIS PLAN ARE BASED ON RECORDS. THE CONTRACTOR IS RESPONSIBLE TO VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL VERIFY LOCATIONS/ELEVATIONS APPLY ONLY AT THE SURFACE FEATURES SHOWN. THE CONTRACTOR SHALL VERIFY WITH LOCAL UTILITIES REGULATIONS FOR MAINTENANCE, ACCESS AND TESTING FOR CONSTRUCTION.

DISCLAIMER:
 THE INFORMATION CONTAINED HEREIN IS FOR GENERAL INFORMATION ONLY. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE USER OF THIS INFORMATION SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE USER OF THIS INFORMATION SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

P
A. LEO ELDS ENGINEERING COMPANY
 2323 Stone Street, Des Moines, IA 50319-1401
 Phone: 515.281.1111
 Fax: 515.281.1112
 Email: info@alds.com
 Website: www.alds.com

STOGDILL MINI-STORAGE SITE PLAN WASHINGTON, IOWA

SITE ADDRESS:
MINI-STORAGE, LLC
CORNER OF E. 5TH ST. & N. 2ND ST.
WASHINGTON, IA 52353

OWNER(S):
RODNEY & RITA STOGDILL
WASHINGTON, IA 52353

ENGINEER:
HART-FREDERICK CONSULTANTS P.C.
310 STATE STREET
TWIN LAKES, IA 52340-0560

UTILITIES

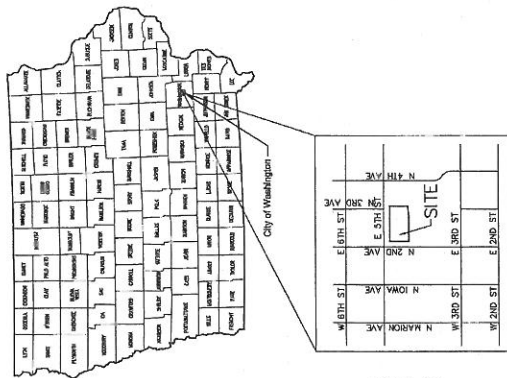
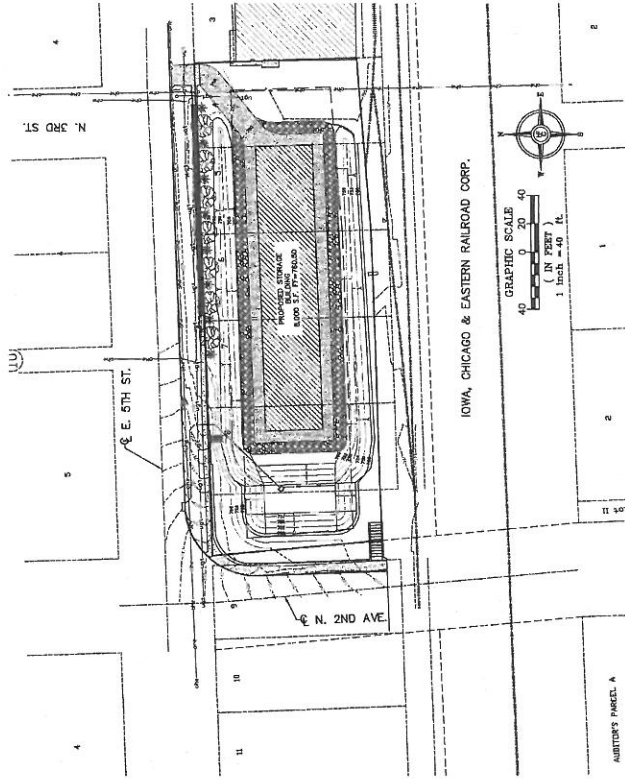
GAS/SEWER:
ALLIANT ENERGY (800) 551-6588
TELECOMMUNICATIONS:
WINDSTREAM (877) 654-0489

P&Z AND MAYOR STATEMENT:
THE CITY ENGINEER HAS REVIEWED THIS PLAN IN ACCORDANCE WITH THE CITY PLAN REGULATIONS OF THE CITY OF WASHINGTON AND IS DEEMED ACCEPTABLE BY THE CITY OF WASHINGTON PLANNING AND ZONING COMMISSION.

THIS _____ DAY OF _____, 20____

BY: DONALD DELONG, PALE CHAIR

BY: SANDRA JOHNSON, MAYOR



VICINITY MAP
NOT TO SCALE

| INDEX OF SHEETS | |
|-----------------|-------------------------|
| No. | Description |
| 1. | COVER SHEET |
| 2. | DEMOLITION CONTROL PLAN |
| 3. | SITE GRADING PLAN |



I hereby certify that this Engineering document was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.
Rodney & Rita Stogdill
Professional Engineer
157975
By License renewed due to December 31, 2017
2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025

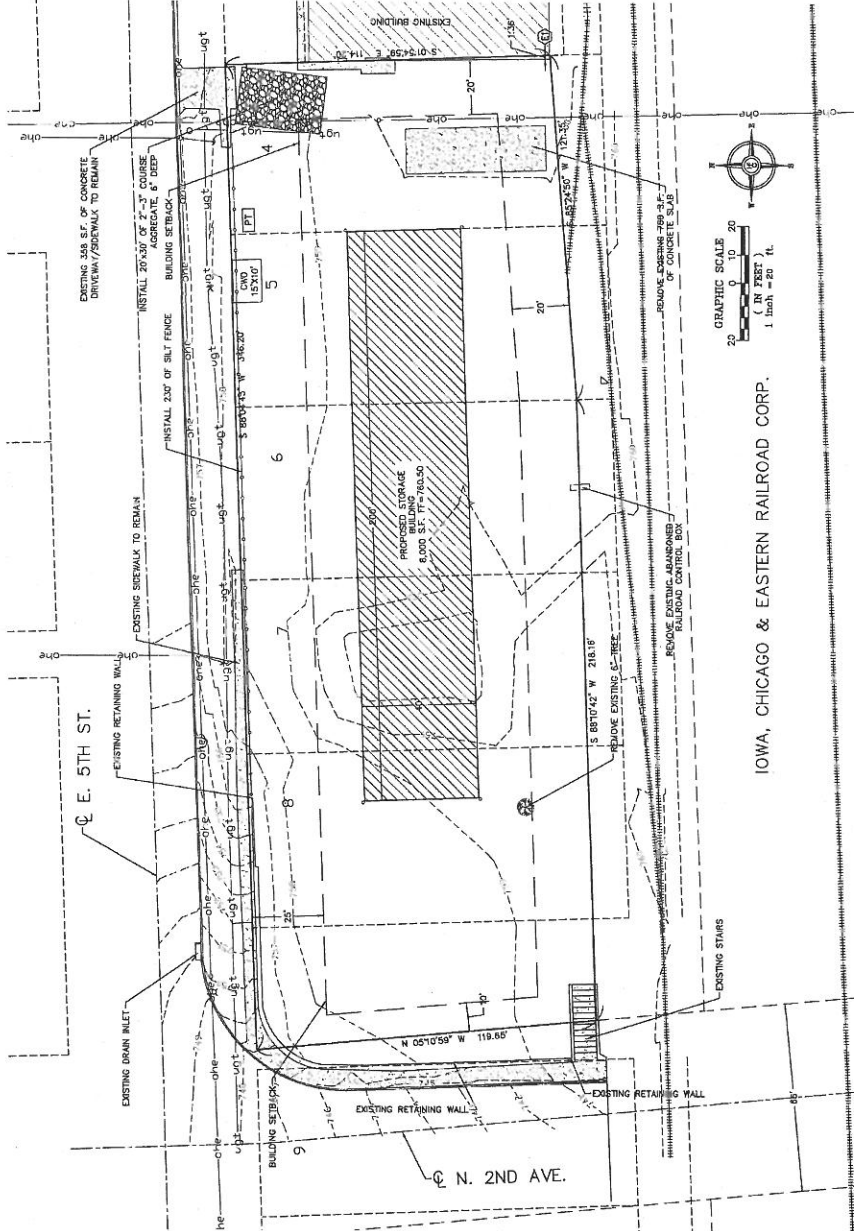
| REVISION NO. | DATE | REVISIONS | DESCRIPTION |
|--------------|------|-----------|-------------|
| | | | |
| | | | |
| | | | |

| | | |
|------------|--------|----------|
| PLD. BK.: | SCALE: | AS SHOWN |
| DATE: | DRN.: | APP. BAC |
| 05/05/2018 | TDC | |

| | |
|---|-------------------------------|
| HART-FREDERICK CONSULTANTS P.C. | RODNEY STOGDILL MINI-STORAGE |
| 510 Bancroft Phone: (319) 545-7219 Fax: (319) 545-7220 www.hart-frederick.com | SITE PLAN WASHINGTON, IOWA |

| | |
|--------------|--------|
| PROJECT NO.: | 157975 |
| DRAWING NO.: | |
| SHEET | 1 OF 3 |

ALL CONSTRUCTION SHALL BE COMPLETED IN ACCORDANCE WITH THE SITE PLAN REGULATIONS OUTLINED BY THE CITY OF WASHINGTON



- LEGEND:**
- INSTALL 20' X 30' TEMPORARY GRAVEL CONSTRUCTION ENTRANCE
 - CONSTRUCT MINI-STORAGE BIED WITH 4" MINIMUM 4" P.C.C. OVER 4" CRUSHED GRAVEL OVER 4" COMPACTED NATIVE
 - EXISTING CONCRETE
 - PROPERTY BOUNDARY LINES
 - RAILROAD TRACKS OF OTHERS
 - OVERHEAD ELECTRIC LINES
 - UNDERGROUND TELEPHONE LINES
 - FINISHED FLOOR ELEVATION
 - FUTURE FLOOR ELEVATION
 - GRADE BREAK
 - PORTABLE TOILET
 - TOP OF DRAIN INLET GRATE ELEVATION

IOWA, CHICAGO & EASTERN RAILROAD CORP.

LEGAL DESCRIPTION:
 BEING A PORTION OF LOTS 4-9 AND THE
 ADJACENT PORTION OF BLOCK FOURTEEN IN
 SECTION 16, TOWNSHIP 35 NORTH, RANGE
 10 WEST, AS SHOWN AND DESCRIBED
 AS SUBDIVISION AS PLAT BOOK 140,
 PAGE 276, ON FILE IN THE WASHINGTON
 COUNTY RECORDER'S OFFICE.

CURRENT/PROPOSED ZONING:
 I-1 LIGHT INDUSTRIAL CURRENT/PROPOSED
 SETBACK REQUIREMENTS:
 REAR = EQUAL TO BUILDING HEIGHT
 REAR = HEIGHT OF BUILDING BUT NOT LESS THAN 20'

LAND USE:
 CURRENT LAND USE IS VACANT WITH AN ABANDONED
 CONCRETE FOUNDATION. PROPOSED TO BE
 USED TO CONSTRUCT A 6,000 S.F. MINI-STORAGE BUILDING

LOT SIZE:
 40,665 S.F. = 0.93 ACRES ±

OPEN SPACE:
 PAVING = 5,000 S.F.
 EXISTING CONCRETE/FINALS = 627 S.F.
 TOTAL PAVING = 5,627 S.F.
 GREEN SPACES = 19,979 S.F. (49.36%)
 GREEN SPACE = 27.41% S.F. (67.4%)

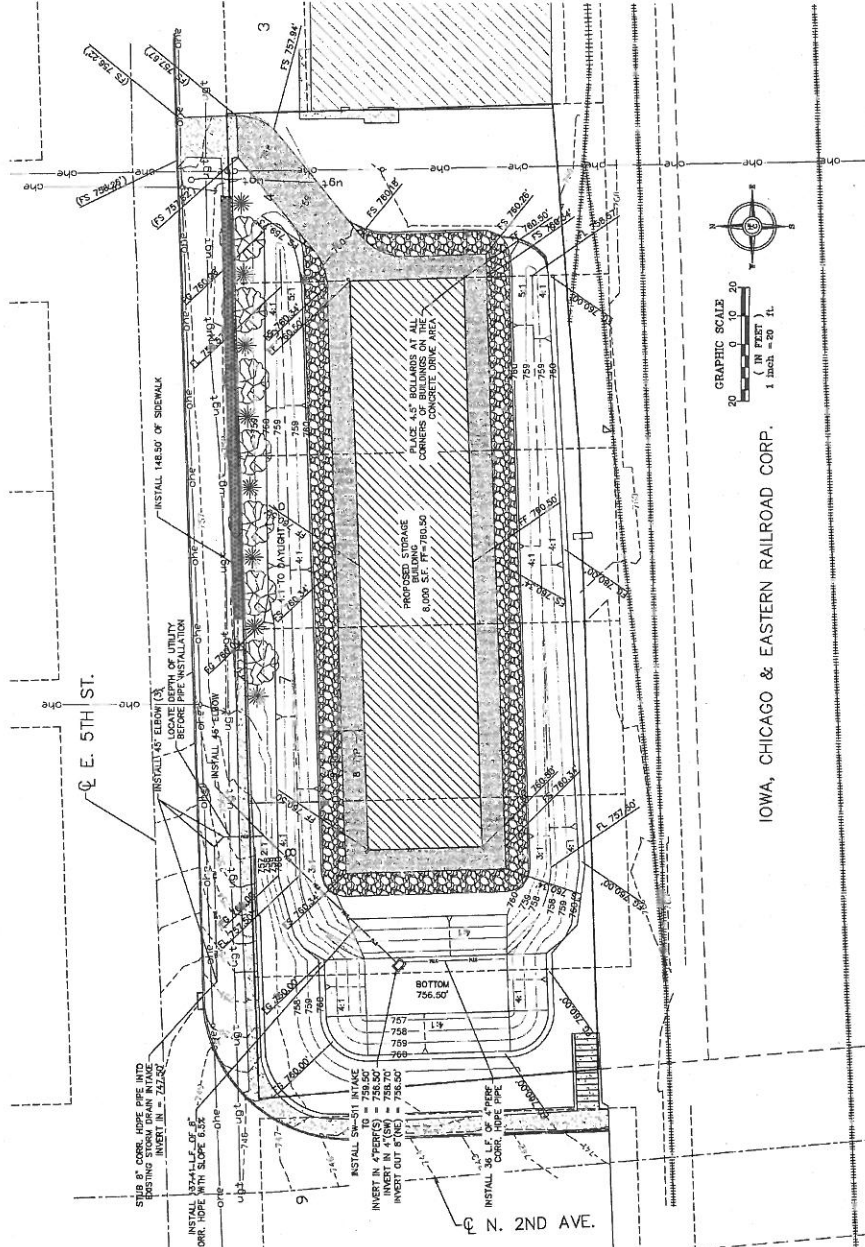
- EROSION CONTROL:**
1. INSTALL 20' X 30' CONCRETE CURB FROM THE EAST END OF THE RETAINING WALL ON THE NORTH SIDE OF THE PROPOSED STORAGE AREA TO THE NORTH SIDE OF THE ADDRESS TO THE NORTH SIDE OF THE SITE FROM THE FRONT OF WALK AT ABOUT THE MIDDLE OF THE SITE AS SHOWN AND DESCRIBED AS PER SUBDAS FIGURE NO. 0504.119 SHEETS 1 & 2.
 2. INSTALL 10' HIGH CONCRETE WASH OUT AREA WHERE SHOWN HEREON USING STRAW BALES AND A 10mm PORTABLE TOILET.
 3. INSTALL A 20' X 20' COURSE AGGREGATE CONSTRUCTION ENTRANCE AS PER SUBDAS FIGURE NO. 9040.120 SHEET 1 OF 1.

| REVISION NO. | DATE | REVISIONS | DESCRIPTION |
|--------------|------|-----------|-------------|
| | | | |
| | | | |

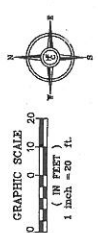
| | | |
|------------|--------|----------|
| F.L.D. BK: | SCALE: | AS SHOWN |
| DATE: | DRN: | APP: BAC |
| 05/20/2016 | 106 | |

| | |
|--------------|--------------------------|
| PROJECT NO.: | 157D75 |
| DRAWING NO.: | DEM/EROSION CONTROL PLAN |
| SHEET: | 2 OF 3 |

| | |
|---|---|
| RODNEY STODDILL MINI-STORAGE SITE PLAN WASHINGTON, IOWA | HART-FREDERICK CONSULTANTS P.C. 310 State Street, P.O. Box 569, Tiffin, Iowa 52340-0569 Phone: (319) 543-7215 Fax: (319) 543-7220 www.hfr-fredrick.com |
|---|---|



- LEGEND:**
- INSTALL 78 CY OF 5" P.C.C. OVER 4" CRUSHED GRAVEL OVER 6" COMPACTED NATIVE
 - INSTALL 54 CY OF WASHED STONE FOR GRAVEL DRIVE AREA, 4" THICK
 - CONSTRUCT MINI-STORAGE SHED P.C.C. OVER 4" CRUSHED GRAVEL OVER 6" COMPACTED NATIVE
 - CONSTRUCT 148.50 LINEAL FEET OF P.C.C. 4" WIDE, 4" THICK OVER COMPACTED NATIVE
 - EXISTING CONCRETE
 - PROPERTY BOUNDARY LINES
 - RAILROAD TRACKS OF OTHERS
 - OVERHEAD ELECTRIC LINES
 - UNDERGROUND TELEPHONE
 - FINISHED FLOOR ELEVATION
 - FINISHED GRADE ELEVATION
 - GRADE BREAK
 - LINEAL FEET
 - 4" PERFORATED HOPE TILE DRAIN
 - TOP OF INTAKE GRADE ELEVATION
 - SHRUB (6)
 - CLASS A SMALL TREE (7)



IOWA, CHICAGO & EASTERN RAILROAD CORP.

UTILITY NOTES:
 1. ALL UTILITIES SHOWN ARE APPROXIMATE. FIELD SURVEY SHOULD BE CONDUCTED TO DETERMINE EXACT LOCATION AND DEPTH OF ALL UTILITIES.
 2. INSTALL 12" DIA. 4" OF 8" ADS IN-12"
 3. INSTALL 36" DIA. OF ADS 4" PERFORATED CORRUGATED HOPE PIPE, INSTALL IN THE CENTER OF GRAVEL DRIVE AREA. UNDER THE PIPE AND 6" OVER THE PIPE WITH A PERMEABLE LINER OVER THE PIPE

GRADING NOTES:
 1. ALL GRADING SHOULD BE TO A FINISH GRADE TO BE MAINTAINED WITH A MINIMUM CONTENT OF 0 TO 24% OF OPTIMUM.
 2. GRADING QUANTITIES LISTED BELOW WERE DETERMINED ASSUMING A 3" FINING THICKNESS ON ALL GRAVEL AND 4" UNDER BUILDINGS AND 4" OF ROCK SUBGRADE.

| UNADJUSTED GRADING QUANTITIES: | |
|--------------------------------|------------|
| CUT = | 420 CY |
| FILL = | 390 CY |
| AREA DISTURBED = | 0.82 ACRES |

LANDSCAPING REQ'D:
 TREES REQUIRED: 1 TREE PER 50 LINEAL FEET OF FRONTAGE
 TOTAL FEET OF FRONTAGE = 346', 7 TREES REQUIRED
 PLANT 7 TREES FROM THE CLASS A SMALL TREES LIST AS PER THE CODE OF THE CITY OF WASHINGTON CODE OF ORDINANCES
 SHRUBS REQUIRED: 6 SHRUBS

| REVISION NO. | DATE | REVISIONS | DESCRIPTION |
|--------------|------|-----------|-------------|
| | | | |
| | | | |

| | |
|------------------|-----------------|
| F.L.D. B.C. | SCALE: AS SHOWN |
| DATE: 05/03/2018 | DRN.: TDG |
| | APPL.: BAC |

| | |
|------------------------|------------------------------|
| PROJECT NO. 1517075 | SITE/GRADING PLAN |
| DRAWING NO. 1517075-03 | RODNEY STOEDILL MINI-STORAGE |
| SHEET 3 OF 3 | SITE PLAN |
| | WASHINGTON, IOWA |

HFC HART-FREDERICK CONSULTANTS P.C.
 310 State Street, Jefferson, Iowa 53440-0500
 Phone: (515) 345-1228
 www.hart-frederick.com

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



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

Memorandum

April 29, 2016

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

From: Brent Hinson
City Administrator

Re: Commercial Realtor Proposals

Should the Council decide it is advisable to proceed with hiring a commercial realtor to market the Former Library, we received the attached proposals from our solicitation last month. I think either firm could do a great job of marketing the building.



REALTY GROUP

107 S Marion Ave
Washington, IA 52353
(319) 653-6612

Proposal Requirements:

A. Firm Name:

Elliott Realty Group
107 South Marion Ave.
Washington, Iowa 52353
319-653-6612 Office
319-653-5556 Fax
319-461-4810 Cell
Jeff@ElliottRealtyGroup.com

B. Information About Firm:

Years in Business:

Jeff Hazelett – 27 Years

Elliott Realty Group formerly Washington Real Estate has been in business since 1993. Before that Washington Real Estate was originally started in 1977. We are the oldest real estate company that is currently in operation.

We have been at our current location since 1995 but have been located on the square since 1993.

Experience:

All of the agents at Elliott Realty Group have experience working with commercial properties. We have sold buildings here on the downtown square along with others throughout Washington. We have worked with local businesses along with those transferring in. We have experience fulfilling the needs of not only sellers but buyers and tenants to. We have also been fortunate enough to be involved in new construction for commercial buildings and multifamily.

Fee Structure:

Elliott Realty Group's fee for marketing and selling a commercial property is 6% of the sales price. In certain situation we will also request a flat fee based upon the project and overall situation.

Elliott Realty Group

•Patty Elliott •Tim Elliott •Jeff Hazelett •Tim Zear •Ashley Fowler

www.elliottrealtygroup.com

C. Name and qualifications of individuals to be assigned to assist in marketing the building:
Specialty and Job Title:

Here at Elliott Realty Group we all work together so you will benefit from several agents working together. Jeff Hazelett will take the lead. His current title is Broker Associate. Jeff has 27 years of real estate experience. Over that time frame Jeff has been involved in nearly 3,000 real estate transactions. Jeff has works in residential, commercial, and new construction.

Currently we have a commercial building for sale for Federation Bank which is located on North Marion. Also on North Marion we have a retail/residential property for sale. We also have commercial properties and land for sale on East Washington.

Over the past few years we have sold commercial buildings on the square, along Highway 92, and others throughout Washington.

The key to selling a commercial property at the highest price is by exposing it to as many potential buyers as possible. This is what we do very well. We are a part of the Iowa City/Cedar Rapids MLS. We have relationships with many realtors outside of this area. We subscribe to Loopnet, the number one commercial website in the United States. We are also part of Realtor.com along with about 80 other websites. We outsource all of our marketing material and we use a professional photography company for our pictures and videos.

References available upon request.

We welcome the opportunity to discuss our qualifications in person with you.

Your REALTOR,



Jeff Hazelett

Elliott Realty Group

•Patty Elliott •Tim Elliott • Jeff Hazelett • Tim Zear • Ashley Fowler
www.elliottrealtygroup.com



LEPIC-KROEGER, REALTORS®

2346 Mormon Trek Blvd | Iowa City, IA 52246 | 319.351.8811 | www.lepickroeger.com

April 11, 2016

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

Re: Request for Proposal / Qualifications – Commercial Real Estate Services, 120 East Main Building, Washington, Iowa

Dear Mr. Hinson,

Thank you for your consideration of this response to your RFP/Q for the sale of the former Washington Public Library building located at 120 East Main, Washington, Iowa. In this response I will first respond to your requested information, and second, will suggest how I intend to sell your building with the greatest benefit to the City of Washington.

The Firm:

This response is from:

Lepic-Kroeger, Realtors
2346 Mormon Trek Blvd, Suite #2000
Iowa City, Iowa 52240

Lepic-Kroeger, Realtors is a 40-year old firm and is the largest real estate company in Johnson County, Iowa with 44 active Realtors. Our Realtor association, the Iowa City Area Association of Realtors has just merged with the Washington, Iowa Association so all real estate listing in Iowa City and Washington, Iowa are shared in one online database and Association service.

Our company's standard fee for service is 6% of the sales price paid only upon a successful closing of the sale.

The Agent Team:

Jeff Edberg, CCIM, SIOR and Sandy Bild-Kacena will be your team.

Jeff has 39 years of experience actively working in commercial real estate in both Iowa and other major markets and holds the CCIM (Certified Commercial Investment Member) and the SIOR (Society of Industrial and Office Realtor) designations preferred by the National Association of Realtors. These two designations are the "gold standard" of commercial real estate qualification and only one practitioner, Jeff, holds both designations.

Sandy Bild-Kacena is also a real estate broker and has been active in residential, commercial and real estate management in Iowa for over 20-years.

Jeff has been very active in commercial real estate in Johnson county and is responsible for the sale and leasing of about 35% of all commercial property in the last 10-years.

He is also active in Washington, Iowa and listed and assisted with the sale of both Freeman Insurance building at 204 S. Iowa Avenue, Washington, Iowa and the Bruty Lumber Yard at 2193 Lexington, Washington Iowa. Jeff has also listed and sold properties in the Washington Industrial Park for WEDG in cooperation with Ed Rabar.

In the Iowa City area, Jeff and his team worked with the City of Iowa City and sold out the Airport Commerce Park lots on Ruppert Road and is now working on the Iowa City Industrial lot sales.

The Plan:

I have reviewed the Old Library building at 120 East Main, and found it to be a fully ADA qualified building that is sound structurally, well located just a block from the Square in Washington, but has out lived its usefulness as a library, or as a municipal building. I believe the challenge is finding the right use for the building that will not only secure a sale for the City, but will secure additional job opportunities and provide for enhancing the livability in downtown Washington.

I will first look into the possibility of trading the City building at 2nd Ave and 2nd Street with Jones and Eden Funeral Home, or even working out a parking sharing arrangement with Jones and Eden for the lot they own just north of our subject property. I believe any residential, clinical or fraternal use of the subject will require additional, dedicated parking.

Second, I will lay out a concept plan with apartments, or condominiums on the second floor and task the first floor as a service / retail floor. Ideal service uses would be dance studio, Pilates or yoga studios, exercise or workout venues or even martial arts studios. A smoothie bar, or limited selection health food café would be a welcome co-located use on the first floor. I would also welcome a social service use, or even a day care providing we can locate outside areas for children's play areas. Standard business uses would be welcome, but I believe we have to be proactive in seeking a tenant/buyer in a city of 7,500 people as many of the standard downtown uses are already located in the downtown area.

When we identify potential users we can either sell or lease to them. If we lease, we would also seek a build to suit partner so the city has a clean sale, but we can look for the broadest market segment and look for tenants in addition to owners. We would work with the City of Washington and WEDG to help with any zoning or compliance issues, but only anticipate positive outcomes with those areas as both the City and WEDG are solution oriented.

I would be interested to know if the City has obtained any appraisals on the property to help guide the value assessment of this project. If we don't have an independent appraisal, we can use the assessed value of \$571,000. Developers may request lower prices but the assessment is a credible price to list the property at.

I have attached a resume, sales chart, property assessment information as well as personal recommendations and endorsements for your consideration. We are excited about this assignment and will do all we can to bring this project to fruition quickly.

Sincerely,



Jeff Edberg, CCIM, SIOR
Associate Broker
Commercial Service Manager
Lepic-Kroeger, Realtors

Jeff Edberg, CCIM, SIOR, green

Jeff is an experienced real estate broker using the best data driven techniques available to analyze and present properties. He understands your assignment and your goals so he can help you achieve them.

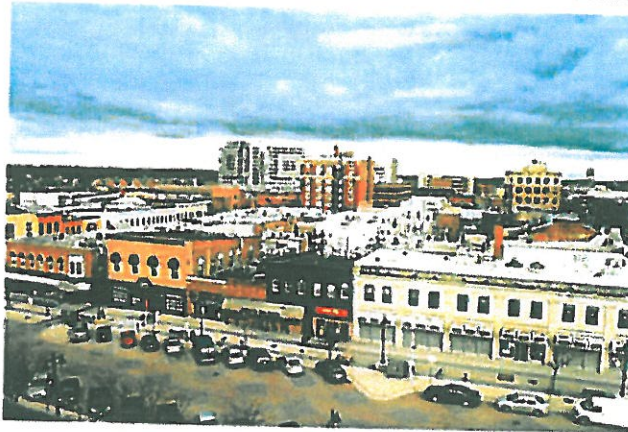
Jeff started his real estate career almost 40 years ago (1977) in Tucson, Arizona and quickly rose to become one of the top 200 companies in Arizona ranked by sales volume. He practiced in several major markets including Tucson, El Paso, Phoenix and Sacramento. Jeff returned to his hometown 22 year ago and has specialized in the leasing and selling of commercial properties since then.



Jeff sells or leases from 70 to 100 transactions annually ranging from simple one-office leases to the leasing and sale of a \$122,000,000 landmark office building in Sacramento, California. He thrives on the challenge of each one with a value added approach insuring the best service and advice to his clients.

Top in the nation

Although he has enjoyed great deal of success in this field, he never rest on his laurels. Jeff continually pushes himself to learn more, to sharpen his skills and to reach the next level of excellence. That's what makes life interesting – to see what we're capable of. To find a way to "do it better." Jeff stands among an elite group of top commercial brokers in the United States. He holds two commercial real estate



designations from the National Association of Realtors: a Certified Commercial Investment Member (CCIM) and a member of the Society of Industrial and Office Realtors (SIOR). Only a few commercial brokers in the nation have earned both of these distinctions, and Jeff is among them.

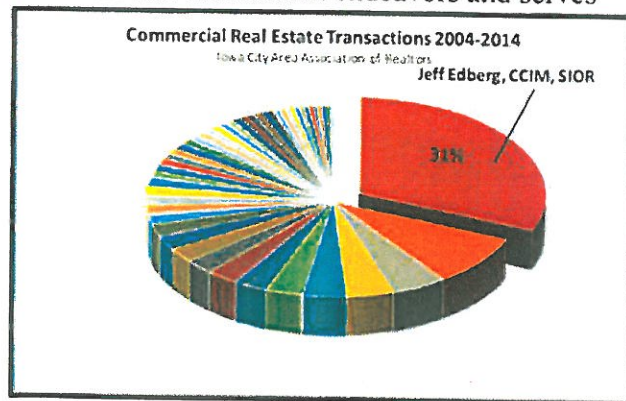
These qualifications and experiences mean a lot, but service runs deeper than honors and

acronyms. Jeff is not just a resume: He's a guy who loves being a commercial broker, and is not satisfied with the status quo. He wakes up in the morning planning how to tackle the day's tasks and retires at night reflecting on what was accomplished. It's what makes Jeff tick: working hard, always seeking new knowledge and getting better results. *You can count on Jeff to deliver!*

"When I help people in real estate, I make each deal a personal mission," he said recently in his office. "I wake up in the morning thinking about how to best help the people I'm working with and retire at night wondering whether I met that goal. That's true whether they're leasing a \$500 office suite or buying a \$50 million investment property – both are equally important to me."

Jeff is able to maintain his quality of service with a team of top personal assistants who help keep all the deals on track and on time. Sandy Bild-Kacena, keeps his clients informed on the progress of their assignment, and helps with showings and analysis.

Jeff is a proud husband and father of three very special children, and is active in the community. He backs many worthwhile social and educational endeavors and serves on the boards of several organizations, which make a difference in the community. These include the ARC of Southeast Iowa, The Extend the Dream Foundation, The Hills and Dales center, The Preucil School of Music, Willowwind private elementary school, and Prelude Behavior Services, a drug and alcohol treatment center for Mid-eastern Iowa.



You have many choices in Iowa City. If you have a real estate assignment, why would you choose anyone else?

- Broker Associate / Owner, Lepic-Kroeger, Realtors
- Certified Commercial Investment Member (CCIM)
- Society of Industrial and Office Realtors (SIOR)
- Certified Residential Specialist (CRS)
- Accredited Buyer's Representative (ABR)
- green designation with both residential and commercial electives
- Iowa City native



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



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

Memorandum

May 11, 2016

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

From: Brent Hinson
City Administrator

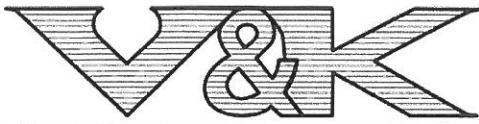
A handwritten signature in blue ink, appearing to be "B. Hinson", is written over the name "Brent Hinson" in the "From:" field.

Re: Courthouse Sewer Separation Project Change Order #3 and Street Patching Program

I had previously informed you of the intake that was found to be connected to the sanitary sewer at the Post Office. We had to get the agreement of the USPS in Washington, D.C. to be able to get authorization to do this work. We have cleared their initial approvals, and expect to have the final approval within two weeks. The cost of this work is \$9,387.40.

We also have an optional change that we would like to add to the project, to be paid from Road Use Tax. This would be pavement replacement and installation of a storm sewer intake and connecting storm sewer line at South Avenue B and Monroe. This intersection should very obviously have an intake, as the water has nowhere to go and has been eating away the pavement for many years. With this location being so close to the site where DeLong is working and being similar work, we would like to add it to the Courthouse Sewer Separation Project. The cost of this change is \$30,508.00. This street will be heavily used during RAGBRAI, and this portion is currently in terrible shape and getting worse.

In a related manner, we would like separate authorization to seek proposals for pavement replacement at the other end of Monroe approaching the intersection to Highway 1. Portions of this pavement have been in bad shape for years, and this is a heavily traveled intersection. It involves removal and installation of a pretty large area of street, and our estimate is \$50,593.90. The goal would be to also have this work done prior to RAGBRAI, and we would pay for it from Road Use Tax. RUT receipts have been higher than anticipated in the budget, and we have included \$115,000 in budget amendment #2 for this patching, the B & Monroe intake installation/pavement repair, and some anticipated hot-mix asphalt patching we anticipate along the main areas of RAGBRAI traffic.



VEENSTRA & KIMM, INC.

860 22nd Avenue, Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

May 12, 2016

CHANGE ORDER NO. 3

COURT HOUSE SEWER SEPARATION
WASHINGTON, IOWA

Change Order No. 3 is for the following modifications to the project:

1. Additional labor, equipment, and materials for reconstruction of sanitary sewer at Post Office (Plan Sheet M.11 attached).

| | | |
|--|---------------------|--------------------------|
| a. Pavement Removal | 24 SY @ \$37/SY | \$ 888.00 |
| b. 7" PCC Pavement | 24 SY @ \$60/SY | \$ 1,440.00 |
| c. Traffic Control | LS | \$ 100.00 |
| d. Seeding | LS | \$ 500.00 |
| e. 8" PVC Sanitary Sewer Pipe in Place | 130 LF @ \$29.38/LF | \$ 3,819.40 |
| f. 8" Tap into existing | 2 Ea. @ \$500/Ea. | \$ 1,000.00 |
| g. Detectable Warnings | 12 SF @ \$30/SF | \$ 360.00 |
| h. Sidewalk Removal | 16 SY @ \$37/SY | \$ 592.00 |
| i. 4" PCC Sidewalk | 16 SY @ \$43/SY | \$ 688.00 |
| | | Total \$ <u>9,387.40</u> |

2. Additional labor and equipment for installation of storm sewer and intakes on South B Avenue (Plan Sheet M.12 attached).

| | | |
|------------------------|------------------|-------------|
| a. Traffic Control | LS | \$ 500.00 |
| b. Survey | LS | \$ 400.00 |
| c. Seeding | LS | \$ 750.00 |
| d. Pavement Removal | 157 SY @ \$37/SY | \$ 5,809.00 |
| e. 7" PCC Pavement | 143 SY @ \$60/SY | \$ 8,580.00 |
| f. 6" PCC Driveway | 14 SY @ \$56/SY | \$ 784.00 |
| g. 4" PCC Sidewalk | 20 SY @ \$43/SY | \$ 860.00 |
| h. Sidewalk Removal | 20 SY @ \$37/SY | \$ 740.00 |
| i. Detectable Warnings | 16 SF @ \$30/SF | \$ 480.00 |



VEENSTRA & KIMM, INC.

860 22nd Avenue, Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

| | | |
|--------------------------------------|---------------------|--------------------------|
| j. 15" PVC Storm Sewer Pipe in Place | 135 LF @ \$54/LF | \$ 7,290.00 |
| k. 15" PVC Elbow | 1 Ea. @ \$400/Ea. | \$ 400.00 |
| l. Concrete C-Collar | 1 Ea. @ \$250/Ea. | \$ 250.00 |
| m. SW-501 Storm Intake | 1 Ea. @ \$3,415/Ea. | \$ 3,415.00 |
| n. SW-301 Adjustment | 1 Ea. @ \$250/Ea. | \$ 250.00 |
| | | Total\$ <u>30,508.00</u> |

Change Order No. 3 increases the contract amount by \$ 39,895.40.

DELONG CONSTRUCTION, INC.

CITY OF WASHINGTON, IOWA

By _____

By _____

Title _____

Title _____

Date _____

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By _____

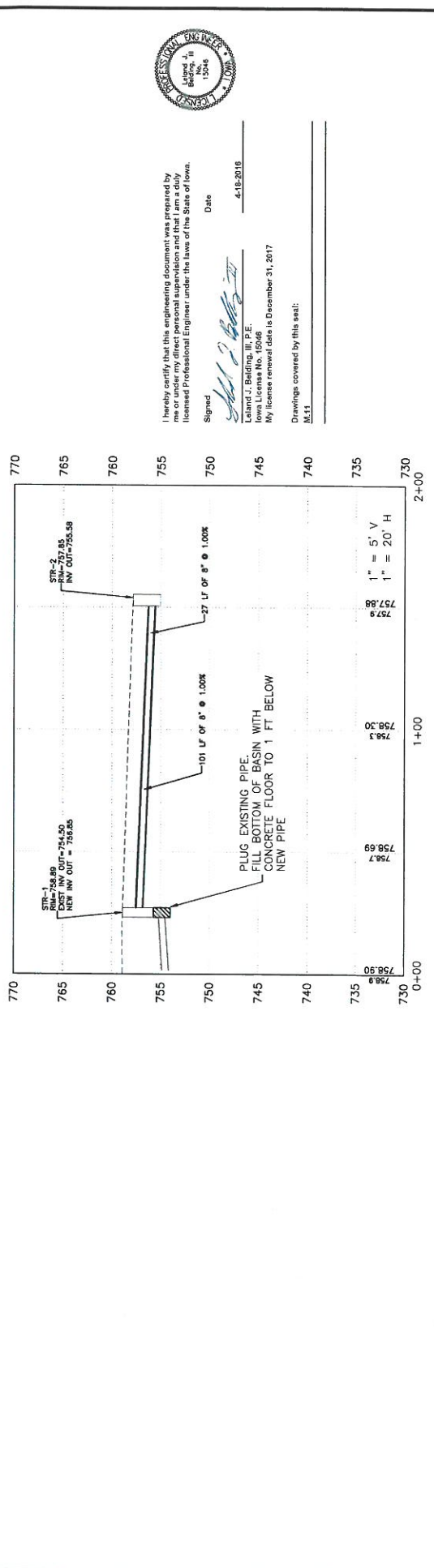
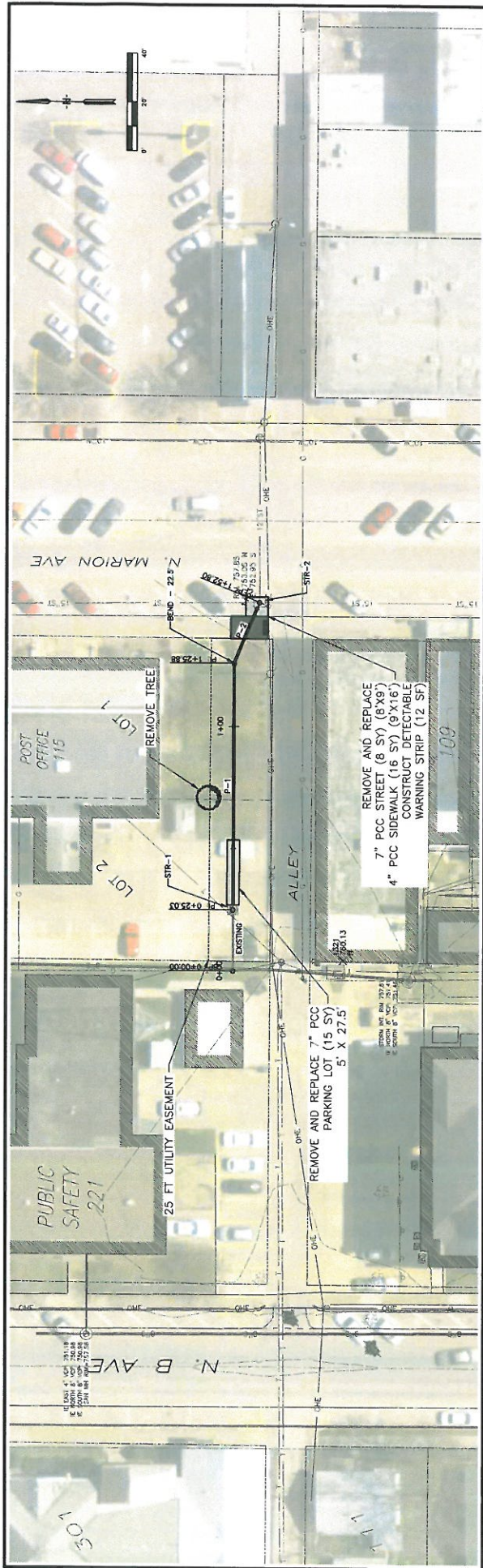
By _____

Title Project Engineer

Title _____

Date _____

Date _____



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.
 Signed: *Leand J. Balding, III* Date: 4-18-2016
 Leand J. Balding, III, P.E.
 Iowa License No. 15046
 My license renewal date is December 31, 2017.
 Drawings covered by this seal: M.11

DIVC. NO. M.11 PROJECT 2463

PLAN AND PROFILE - POST OFFICE STORM

COURT HOUSE SEWER SEPARATION
 CITY OF WASHINGTON

VEENSTRA & KIMM, INC.
 660 2nd Avenue • Suite 4 • Grackville, Iowa 52241-1565
 319-466-1000 • 319-466-1008/FAX • 888-241-8201/INTX

| DATE | REVISIONS | SCALE | AS NOTED | DATE |
|------|-----------|-------|----------|------|
| | | | | |

VERIFY SCALE: PERSONAL OR ORIGINAL DRAWING OR SCALE AS SHOWN ON THIS SHEET. ADJUST SCALE ACCORDINGLY.

ISSUED FOR: CONSTRUCTION
 DATE: 7-2-2015
 APPROVED: [Signature]
 CHECKED: [Signature]

Existing Conditions @ B + Monroe



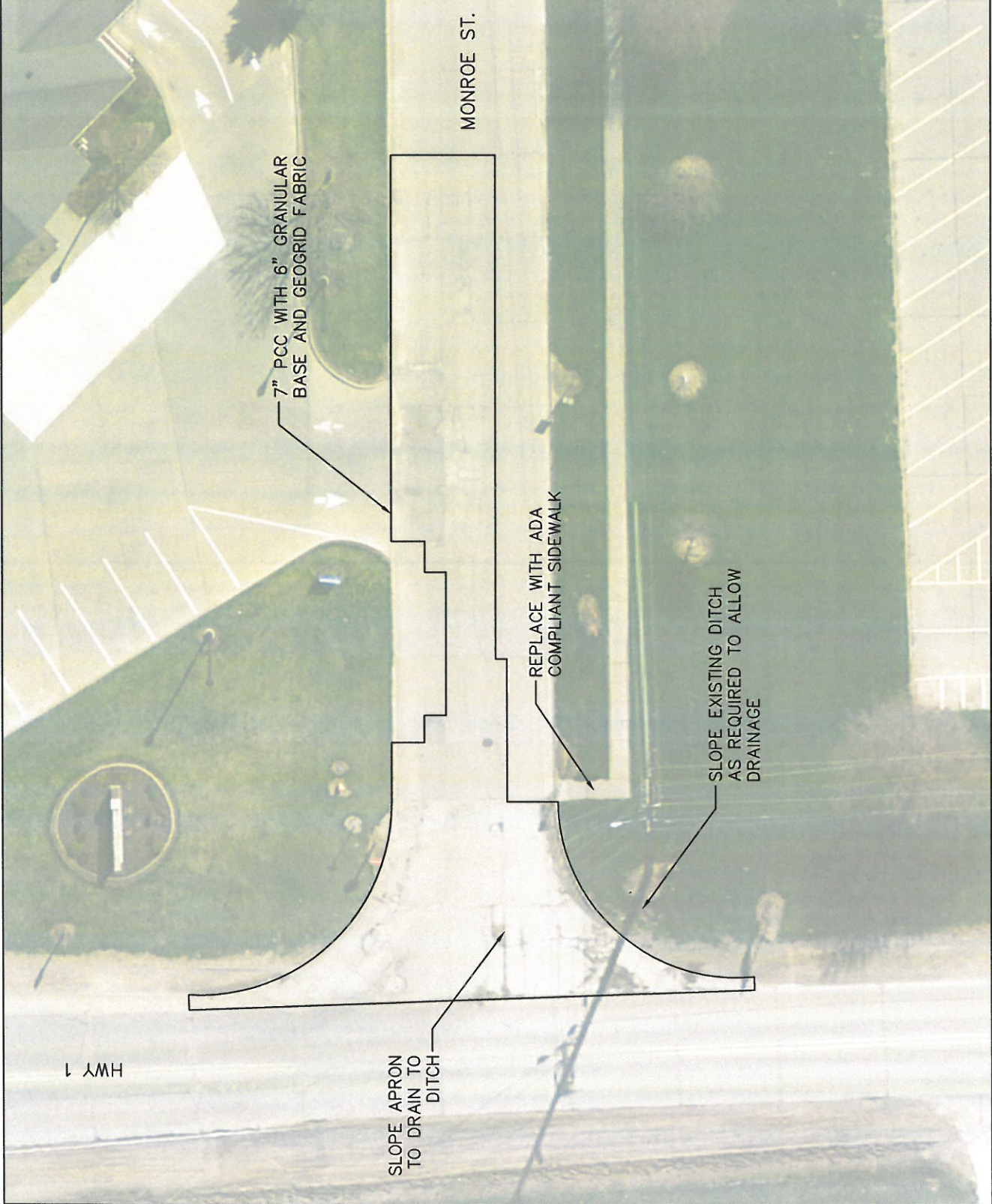
Estimate for HWY 1 and Monroe St. Intersection Repair

| Quantity | Unit | Description | Unit Price | Price |
|----------|------|---------------------|------------|-------------|
| 1 | EA | Mobilization | \$500.00 | \$500.00 |
| 1 | EA | Traffic Control | \$500.00 | \$500.00 |
| 452 | SY | Pavement Removal | \$37.00 | \$16,724.00 |
| 125 | TON | Granular Subbase | \$30.00 | \$3,750.00 |
| 452 | SY | Geogrid Fabric | \$1.50 | \$678.00 |
| 452 | SY | 7"PCC Pavement | \$60.00 | \$27,120.00 |
| 6.6 | SY | Sidewalk Removal | \$25.00 | \$165.00 |
| 8.3 | SY | 4"PCC Sidewalk | \$43.00 | \$356.90 |
| 10 | SF | Detectable Warnings | \$30.00 | \$300.00 |
| 1 | EA | Grading and Seeding | \$500.00 | \$500.00 |

| | |
|---------------|--------------------|
| Total: | \$50,593.90 |
|---------------|--------------------|

BID TABULATION

- 1 EA MOBILIZATION
- 1 EA TRAFFIC CONTROL
- 450 SY PAVEMENT REMOVAL
- 125 TON GRANULAR SUBBASE
- 450 SY GEOGRID FABRIC
- 450 SY 7" PCC (INCLUDING 95LF OF CURB)
- 6.6 SY SIDEWALK REMOVAL
- 8.3 SY 4" PCC SIDEWALK
- 10 SF DETECTABLE WARNINGS
- 1 EA GRADING AND SEEDING



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



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

Memorandum

May 13, 2016

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: Water Plant P&D and SRF Loan Requests

In order to keep moving forward on the planning processes for the water plant improvements, we need to submit our applications for funding to the Iowa Finance Authority by June 1. While the forms are not 100% complete at this time, I have attached what we have to date so that you know what you are being asked to approve.

The City would be applying for a \$507,000 Planning & Design Loan. This is a zero percent loan that would be rolled into the final financing of the project through the State Revolving Fund. Thus, the SRF amount of \$3,977,790 includes the P&D loan amount. We plan to apply for a Community Development Block Grant for the project. The maximum we could be awarded in grant funds would be \$600,000, which is figured into this loan request number. The total project is expected to be around \$4.6 million, including all contingencies.

Planning & Design Loan Application



Applicant: City of Washington, Iowa__

Tax ID Number: _____

Contact person/Title: Brent Hinson

Address: 215 E. Washington Street

City Washington__

State: IA

County Washington

Code: 52353

Telephone Number: 319-653-6584

Fax Number: 319-653-5273

E-mail address: bhinson@washingtioniowa.net

Clean Water SRF NPDES Number: _____

Drinking Water SRF PWSID Number: 9271068

Please write a brief description of the proposed project: Construct Water Treatment Plant Improvements.

Is the system under any regulatory compliance order? Yes No

What is the expected construction start date? May 2017

What is the expected project completion date? November 2018

How many people are served by the system? 7266

Planning & Design Cost Breakdown

| | |
|---|-------------------|
| Administrative & Legal expenses | \$ _____ |
| Engineering Planning & Design expenses | \$ 507,000 |
| Land (Drinking Water ONLY) | \$ _____ |
| Archaeological/Environmental | \$ _____ |
| Other- Specify _____ | \$ _____ |
| _____ | \$ _____ |
| Total Planning & Design Costs | \$ 507,000 |
| Planning & Design Loan Request | \$ 507,000 |

PROFESSIONAL CONSULTANTS

Project Engineer: FOX Engineering ___
 Name of Contact Person: Steve Troyer
 Mailing Address: 414 South 17th Street Suite 107
 City, State, and Zip Code: Ames, IA 50010
 Telephone Number: 515-233-0000
 E-mail address: stroyer@foxeng.com

Bond Counsel: Ahlers & Cooney, P.C.
 Name of Contact Person: R. Mark Cory
 Mailing Address: 100 Court Avenue, Suite 600
 City, State, and Zip Code: Des Moines, IA 50309-2231
 Telephone Number: (515) 246-0378
 E-mail address: rcory@ahlerslaw.com

Financial Advisor: Public Financial Management
 Name of Contact Person: Jenny Blankenship
 Mailing Address: 801 Grand Avenue, Suite 3300
 City, State, and Zip Code: Des Moines, IA 50309
 Telephone Number: (515) 724-5735
 E-mail address: blankenshipj@pfm.com

What is the anticipated method or methods of permanently financing the proposed project?

- State Revolving Fund Loan (SRF Construction Loan)
- Community Development Block Grant (CDBG)
- USDA/Rural Development (RD) Grant and/or Loan
- Other

| System Utilization for the most recent year: | Number of Connections | Annual Revenue | Percentage of System Annual Usage |
|--|-----------------------|----------------|-----------------------------------|
| Residential | _____ | _____ | _____ |
| Commercial | _____ | _____ | _____ |
| Industrial | _____ | _____ | _____ |
| Other | _____ | _____ | _____ |
| Unmetered | _____ | _____ | _____ |
| Total | _____ | _____ | _____ |

The applicant must enclose (or email) its most recent financial statement with the completed application. (If your financial information is available online, you may just provide a link.)

The undersigned is duly authorized to request this loan on behalf of the Applicant. The Applicant declares under penalty of law that all facts given and information attached are true and correct. The Applicant authorizes IFA to verify all information.

Authorized Signature _____ Date _____

Typed Name and Title _____

**Exhibit 3
Drinking Water SRF Intended Use Plan Application**



This form may be used to apply for inclusion on the project priority list of the Drinking Water SRF IUP at the time the Preliminary Engineering Report is submitted. IUPs are developed on an annual basis with quarterly updates as needed. **This form is not an application for a loan.** SRF loan application materials may be obtained at www.iowasrf.com.

Instructions:

Complete the requested information in the following sections to the best of your ability. Please print or type the information on the form. If a particular item does not apply to your system, enter n/a for "not applicable." Attach supporting documentation as needed. Keep a copy of the completed application for your records, submit a copy to your engineer, and submit the original signed form to the following address:

State Revolving Fund c/o Jennifer Bunton, P.E.
Department of Natural Resources
Wallace State Office Building, 502 E. 9th Street
Des Moines, IA 50319-0034

Section 1: Applicant Information

| | |
|--------------------------------|--|
| Applicant Name: | City of Washington |
| Applicant Address: | 215 E. Washington Street, Washington, Iowa 52353 |
| Authorized Representative: | Brent Hinson |
| Signature: | |
| Title: | City Administrator |
| Telephone Number: | 319-653-6584 |
| E-mail: | bhinson@washingtioniowa.net |
| Consulting Engineer: | Rob Baker |
| Firm: | FOX Engineering |
| Telephone Number: | 515-233-0000 |
| E-mail: | rjb@foxeng.com |
| Population Served: | Community: <u>7,266</u> Service Area: <u>7,266</u> |
| Number of Service Connections: | |

| | |
|-------------------------|-------|
| <i>FOR SRF USE ONLY</i> | |
| PWSID Number: | _____ |
| Date Received: | _____ |
| DWSRF Number: | _____ |
| County: | _____ |

| | |
|---|--|
| Profit Status of the System (for Nontransient Noncommunity systems only): | Check one: <input checked="" type="checkbox"/> Not for profit system <input type="checkbox"/> Profit System |
| Percentage of Population meeting LMI criteria: | _____ % |
| Method of determining percentage LMI | Check one: <input type="checkbox"/> 2000 Census <input type="checkbox"/> Income survey (if checked, list party that conducted survey) _____ |
| If the percentage of population served by the project is greater than 51% LMI, this project may be eligible for an extended loan term (up to 30 years.) | Are you interested in an extended loan term? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Proposed Project Schedule | Final plan and specification date: <u>April 2017</u> Construction Initiation Date: <u>May 2017</u> Date You Intend to Sign a Loan Agreement: <u>May 2017</u> |

Section 2: Brief Project Summary (Attach additional pages if necessary.)

| |
|--|
| Describe the reasons for the proposed project: (i.e. specific water quality problem or system improvement) |
| <u>EDR filtration skids are impaired/inefficient and obsolete, finished water treatment capacity for future demand needs to increase from 1200 gpm to 1550 gpm, existing high service pump building is failing and cannot be renovated economically, power distribution equipment corroded, power service and generator not large enough for design treatment capacity, clear well does not meet current design standards, and PLC/SCADA system is obsolete and should be replaced.</u> |
| Describe the proposed project: (i.e., specific solution to the water quality problem, or proposed system improvement) |
| <u>Construct new treatment plant modifications to include: three new reverse osmosis treatment skids each producing 600 gpm, abandon clearwell and pump directly to GSR, add post RO caustic chemical feed or aeration on top of GSR, move high service pumps to new treatment building addition, remove old pump building, provide dedicated electrical room, chemical feed rooms, HVAC room, and maintenance workspace in new building addition, new generator and power service, and new PLC/SCADA system. Relocate existing generator to Well 7.</u> |

| | |
|---|--|
| Which other funding programs are you considering to assist in completion of this project? | Check all that apply: <input checked="" type="checkbox"/> Community Development Block Grant (CDBG) <input type="checkbox"/> Rural Development Grant and/or Loan <input checked="" type="checkbox"/> Clean Water State Revolving Fund (for water system waste treatment projects) <input type="checkbox"/> Reserve Funds <input type="checkbox"/> Other: _____ |
| Does your project involve a consolidation of two or more water systems? | Check one: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list systems and populations served: _____ _____ |

Section 3: Project Cost

| Cost Category | Estimated Total Cost, \$ | |
|--|--------------------------|--------------------|
| Administration, legal | | |
| Land, structures, right-of-way, appraisals | + | |
| Relocation expenses | + | |
| Architectural and engineering fees | + | \$507,000 |
| Project inspection fees | + | |
| Soil investigation, Site work, demolition, debris removal | + | \$284,900 |
| Construction | + | \$3,090,900 |
| Equipment | + | |
| Miscellaneous | + | |
| PROJECT SUBTOTAL | = | \$3,882,800 |
| Contingencies | + | \$675,200 |
| Planning and design loan proceeds, if rolling into construction loan | + | |
| Less "funds requested from other sources" | - | \$600,000 |
| LOAN SUBTOTAL | = | \$3,958,000 |
| Loan Initiation Fee (Loan Subtotal x .005) | + | \$19,790 |
| TOTAL IUP REQUEST | = | \$3,977,790 |

*Supporting materials may be requested to document funding requests and system needs.

Please include the following items with your application:

- Two official copies of the Preliminary Engineering Report, if not already submitted.

If already submitted, date submitted: Submitted April 2013 (Approved July 12, 2013)

- Completed Viability Assessment Manual, available for download on our website at <http://www.iowadnr.gov/InsideDNR/RegulatoryWater/WaterSupplyEngineering/ViabilityCapacityDev.aspx>



CITY OF WASHINGTON

BOARD/COMMISSION APPLICATION FORM

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

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

NAME Margi Jarrard HOME ADDRESS 1302 E. Harrison St.

OCCUPATION Retired EMPLOYER NA

PHONE NUMBER: HOME 319-653-8134 BUSINESS NA

E-MAIL ADDRESS mjrd@iowa.telecom.net

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

I am a retired elementary teacher, principal and curriculum director. In those positions, I worked with many librarians/media specialists. I have experience formulating and reviewing policies and procedures. I love to read and hope I passed that love on to my children's students.

WHAT IS YOUR PRESENT KNOWLEDGE OF THIS ADVISORY BOARD I believe the Library Board is responsible for developing and implementing policies and procedures, recruiting, hiring and evaluating personnel, and developing & overseeing the library budget.

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

As a lifelong member of the community, I would like to give back and serve. I have served in leadership roles in my career and have been a part of the decisions made in the school districts I have served.

Signature Margi Jarrard

Date 4/16/2015

For the Library Board

1. Carol Ray
2. artimesia@iowatelecom.net
3. 35 Willow Way, Washington, IA 52353 -1838
4. 319-653-6387/ 319-458-9226
5. BA Art Education, University of Iowa, Graduate Study @ many universities -
6. High School Art Teacher : University City Senior High, University City, MO 1971- 1989 & Highland Park Senior High School, St. Paul, MN 1994 -2003. Substitute teacher in many subject areas & grade levels: Iowa City, WestBranch, Solon, Mid-Prairie, Washington, including St. James, 2003 - 2011, Art Teacher @ the United Presbyterian Home, 2006 - 2016. Gallery Director, Retail Sales, briefly.
7. Interdisciplinary activities with fine arts and humanities, various creative activities, exhibits of various sorts, voracious reading and a deep love of books and libraries - and librarians. Have worked with ages 5 - 95 thus far. I also have served on several boards over the years as well as school governing committees and historic preservation activities including the local commission. Currently on the board of the LET's Center for Healing and Creative Arts.
8. My work experience has made it possible for me to have met and worked with people from all over the world and from many different economic situations. This has seemed like a wonderful gift; I must say that I am very happy to see that Washington has become more diverse over time.

PUBLIC NOTICE

NOTICE SETTING TIME AND PLACE OF PUBLIC HEARING ON THE 2016 SEAL COAT PROJECT

Public Notice is hereby given that the City Council of the City of Washington, Iowa will hold a public hearing to hear comments on the specifications, form of contract, and cost estimate for the proposed 2016 Seal Coat Project. The project will be located on various streets throughout the town. Said hearing will be held in the City Council Chambers, Washington, Iowa, on May 17, 2016 at 6:00 p.m. All interested persons are invited to attend and will be given an opportunity to be heard relative to this matter.

Illa Earnest, City Clerk

RESOLUTION NO. _____

A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT

WHEREAS, the construction project known as “2016 Seal Coat Project” has been designed and publicized for bid; and

WHEREAS, the City Council has approved the plans, specifications, form of contract and estimate of cost:

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

Section 1. That the following bid for the construction of certain public improvements described in general as “2016 Seal Coat Project”, described in the plans and specifications heretofore adopted by this Council on May 3, 2016, be and is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: _____

Amount of Bid: _____

Section 2. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements.

PASSED AND APPROVED, this 17th day of May, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

CITY OF WASHINGTON, IOWA

2016 SEALCOAT PROJECT

NOTICE TO BIDDERS

Notice is hereby given that there are on file in the Development Services office of the City of Washington, Iowa, proposed specifications, and form of contract for the public improvements hereinafter described for the 2016 Sealcoat Project.

Sealed proposals for the construction of the said improvements will be received at the office of the City Clerk for the City of Washington, Iowa until **9:00 A.M., May 17, 2016**. At 9:05 A.M. all sealed proposals will be publicly opened and read aloud.

The general description of the work involved is as follows:

2016 Sealcoat project is approximately of 46,885 SY of seal coat overlay and 0 SY of surface correction.

Bids will be received for work under one contract.

The City will be issuing a sales tax exemption certificate, so the cost of sales tax should not be included in the bid.

Each proposal shall be made on the proposal form prepared for this purpose, which may be obtained from Veenstra & Kimm, Inc. or on a form approved by Veenstra & Kimm, Inc. Each proposal shall be accompanied by a bid bond on the form included in the specifications or another approved form, or a cashier's check or certified check drawn on a bank or credit union in Iowa or a bank chartered under the laws of the United States, and filed in a sealed envelope separate from the one containing the proposal. The contractor's **bid bond**, cashier's or certified check shall be in an amount of **10%** of the bid price made payable to the Treasurer of the City of Washington, Iowa. The bid bond will act as security that, if awarded a contract by resolution of the Council, the Bidder will enter into a contract at the prices bid and furnish the required performance and payment bonds and certificate of insurance. The bid bond will be forfeited and the proceeds retained as liquidated damages if the bidder fails to execute a contract or file acceptable performance and payment bonds and an acceptable certificate of insurance within fifteen (15) days after the acceptance of his proposal by resolution of the council. No Bidder may withdraw a proposal within thirty (30) days after the date set for opening bids.

Payment for said work will be made in cash from proceeds to be received from the **Road Use Tax** funds of said City and/or cash funds of said City that are available and that may be legally used for said purpose.

Payments will be made to the Contractor based on monthly estimates in amounts equal to ninety-five percent (95%) of the contract value of the work completed during the preceding month. Estimates will be prepared the last week of the month by the Contractor and approved by the City of Washington's Engineering Technician. The City of Washington's Engineering Technician will certify the approved estimate to the Council for payment on the next regularly scheduled Council meeting of the following month. Such payment will in no way be construed as an act of acceptance for any part of the work partially or totally, completed. The balance of the **five percent** due the Contractor will be paid not earlier than 31 days from the date of final acceptance of said work by the City, 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 payment will be due until the Contractor has certified to the City Clerk that the materials, labor, and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications. The Contractor may be required to submit lien waivers prior to

payment approval. The Contractor shall submit a **2-year maintenance bond** for the total amount of the project prior to final payment and acceptance of the project.

All work and equipment is to be in accordance with the specifications and form of contract now on file in the Development Services' office and by this reference made a part hereof as though fully set out and incorporated herein.

The work shall be completed by **August 5, 2016**.

Liquidated damages in the amount of two hundred fifty dollars (\$250.00) per calendar day will be assessed for each day the work shall remain uncompleted after the contract completion date, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor and approved by the City.

The successful bidder will be required to furnish a corporate **surety bond** in an amount equal to one hundred percent (**100%**) of the contract price prior to commencing work on the project. Said bond shall 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 until the time of acceptance of the improvements by the City.

Specifications governing the construction of the proposed improvements have been prepared by Veenstra & Kimm, inc. for the City of Washington, Iowa. Said specifications and the proceedings of the City Council referring to and defining said 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.

Said specifications and proposed contract documents are now on file in the Development Services' office at 215 East Washington Street, Washington, Iowa, for examination by bidders. Copies of specifications, form of proposal, and form of contract may be secured at the office of Veenstra & Kimm, Inc. by bona fide bidders.

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

The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of letting.

By virtue of statutory authority, a preference will be given to products and provisions grown and produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes. The Iowa Reciprocal Act (SF 2160) applies to the contract with respect to bidders who are not Iowa residents.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 69.08 “NO PARKING ZONES”- VICINITY OF LINCOLN ELEMENTARY SCHOOL

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 37, is hereby repealed.

SECTION 2. **New Paragraph.** A new Section 69.08, “No Parking Zones”, Paragraph 37 is hereby adopted as follows:

“37. South Fourth Avenue in the vicinity of Lincoln School:

- a. On the east side, beginning at a point two hundred (200) feet south of the centerline of East Monroe Street and extending south to a point two hundred (200) feet south of the centerline of East Jackson Street, from 7:30 a.m. to 4:00 p.m. on school days.
- b. On the west side, beginning at a point one hundred (100) feet south of the centerline of East Monroe Street and extending south to a point one hundred seventy feet (170) feet south of the centerline of East Jackson Street, from 7:30 a.m. to 4:00 p.m. on school days.”

SECTION 3. **New Paragraph.** A new Section 69.08, “No Parking Zones”, Paragraph 86 is hereby adopted as follows:

“86. South Sixth Avenue in the vicinity of Lincoln School, on the west side, beginning at a point two hundred fifty (250) feet south of the centerline of East Monroe Street and extending south to a point four hundred (400) feet north of the centerline of West Van Buren Street, from 7:30 a.m. to 4:00 p.m. on school days.”

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 _____, 2016.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: 04-26-2016

Approved on Second Reading: 05-03-2016

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day
of _____, 2016.

City Clerk

**Lincoln Elementary School
Pickup/Dropoff Area Request
April 2016**

End of restricted parking zone



400 feet

S 6th Ave

Start of restricted parking zone



**Restricted area would have signs
saying "No Parking 7:30 AM to 4:00
PM on School Days" and "Student
Drop-Off and Pick-up Area"**



NO
PARKING

STUDENT
DROP-OFF
AND
PICK-UP
ZONE

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 92, WATER RATES,
SECTION 99, SEWER USER CHARGE AND
SECTION 106, COLLECTION OF SOLID WASTE

BE IT ORDAINED by the City Council of the City of Washington, Iowa:

SECTION 1. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 92.02, titled, “Rates for Service”, is hereby amended to read as follows by amending Section 92.02(2):

“92.02 RATES FOR SERVICE. Water service shall be furnished at the following rates with the City:

2. Usage Rates. Customers shall be charged for water usage in accordance with the following rate schedule:

(Code of Iowa, Sec. 384.84[1])

| Cubic Feet Used Per Month | Rate |
|---------------------------|---------------------------|
| All Usage | \$3.65 per 100 cubic feet |

”

SECTION 2. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 99.05, titled, “Rates for Service”, is hereby amended to read as follows by amending Section 99.05(1) and (2):

“99.05 CHARGES. The monthly sewer use charge shall be in accordance with the following:

1. Non-Residential Customers.

- A. For each water meter of every nonresidential property receiving municipal sewer service using 1,400 cubic feet or less of water, with or without a water meter, the charge shall be an amount equal to the sum of \$30.00 per month plus \$3.64 per 100 cubic feet of water used.

- B. For each water meter of every nonresidential property receiving municipal sewer service using between 1,401 and 15,000 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$60.00 per month plus \$3.64 per 100 cubic feet of water used.

- C. For each water meter of every nonresidential property receiving municipal sewer service using between 15,001 and 100,000 cubic feet of water, with or without a water meter, the charge shall be an amount equal

to the sum of \$120.00 per month plus \$3.64 per 100 cubic feet of water used.

D. For each water meter of every nonresidential property receiving municipal sewer service using more than 100,001 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$240.00 per month plus \$3.64 per 100 cubic feet of water used.

2. Residential Customers. For each water meter of every residential property (including multiple-family residential properties) receiving municipal sewer service, with or without a water meter, the charge shall be an amount equal to the sum of \$30.00 per month per dwelling unit plus \$3.64 per 100 cubic feet of water used.”

SECTION 3. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 106.08, titled, “Collection Fees”, is hereby amended to read as follows by amending Section 106.08(1):

“106.08 COLLECTION FEES. The collection and disposal of solid waste as provided by this chapter are declared to be beneficial to the property served or eligible to be served and there shall be levied and collected fees therefore in accordance with the following:

1. Fees.

A. The fee for solid waste collection and disposal service used or available, for each residential premise, is six dollars and forty cents (\$6.40) per month.

B. The fee for the identification stickers for disposable containers is one dollar and eighty-five cents (\$1.85) each.

C. The fee for the annual identification sticker for reusable containers is eighty-seven dollars and fifty cents (\$87.50) per year prorated monthly.”

SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED AND APPROVED by the City Council on the _____ day of _____, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

Approved on First Reading: _____
Approved on Second Reading: _____
Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day
of _____, 2016.

City Clerk

Residential Water Utility Rates

City of Washington, IA
Effective July 1, 2016

| | Old | New |
|---------------------------------------|-----------|-----------|
| Water Usage (5% Increase- Usage Only) | \$ 3.48 | \$ 3.65 |
| Sewer Usage (5% Increase- Usage Only) | \$ 3.47 | \$ 3.64 |
| Garbage | \$ 6.00 | \$ 6.40 |
| Bag Fee (effective 07/01/16) | \$ 1.75 | \$ 1.85 |
| Annual Sticker (effective 01/01/17) | \$ 85.00 | \$ 87.50 |
| Water Deposit | \$ 150.00 | \$ 150.00 |

NEW RATES

| Consumption in Cu. Ft | 100 | 200 | 300 | 400 | 500 | 600 | 700 | 800 | 900 | 1000 | 1100 | 1200 |
|-----------------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Water | 17.00 | 20.64 | 24.30 | 31.60 | 35.25 | 38.90 | 42.55 | 46.20 | 49.85 | 53.50 | 57.15 | 60.80 |
| Sewer | 30.00 | 33.64 | 37.28 | 44.56 | 48.20 | 51.84 | 55.48 | 59.12 | 62.76 | 66.40 | 70.04 | 73.68 |
| Garbage | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 | 6.40 |
| Tax | 1.19 | 1.44 | 1.70 | 2.21 | 2.47 | 2.72 | 2.98 | 3.23 | 3.49 | 3.75 | 4.00 | 4.26 |
| TOTAL | 54.59 | 62.12 | 69.68 | 84.77 | 92.32 | 99.86 | 107.41 | 114.95 | 122.50 | 126.12 | 137.59 | 145.14 |

OLD RATES

| Consumption in Cu. Ft | 100 | 200 | 300 | 400 | 500 | 600 | 700 | 800 | 900 | 1000 | 1100 | 1200 |
|-----------------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Water | 17.00 | 20.48 | 23.96 | 30.92 | 34.40 | 37.88 | 41.36 | 44.84 | 48.32 | 51.80 | 55.28 | 58.76 |
| Sewer | 30.00 | 33.47 | 36.94 | 43.88 | 47.35 | 50.82 | 54.29 | 57.76 | 61.23 | 64.70 | 68.17 | 71.64 |
| Garbage | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Tax | 1.19 | 1.43 | 1.67 | 2.16 | 2.40 | 2.65 | 2.95 | 3.13 | 3.38 | 3.62 | 3.86 | 4.11 |
| TOTAL | 54.19 | 61.38 | 68.57 | 82.96 | 90.15 | 97.35 | 104.60 | 111.73 | 118.93 | 126.12 | 133.31 | 140.51 |

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



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

Memorandum

May 11, 2016

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 name "Brent Hinson" in the "From:" field.

Re: Sitler Drive 2016 Paving Project Proceedings

The City Council initiated the 2016 Sitler project and the special assessment process with the adoption of the preliminary resolution on April 5. We now have to follow a highly structured legal process in order to construct the improvements with the special assessments included. The next step is to adopt preliminary plans and to set the hearing on a "resolution of necessity". This resolution of necessity is the pivotal step in proceeding with the project. The proposed hearing date would be June 21, and we would plan an informal meeting for affected property owners prior to that date so that we can get any questions answered before the pressure of a public hearing.

For your information, I have attached the planned schedule of activities. I look forward to discussion at the meeting.

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



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

Sitler Drive Widening 2016
Preliminary Schedule of Activities

- April 5: Preliminary Resolution
- By May 13: Preliminary plans and estimated costs are made available
- By May 13: Schedule of assessments prepared by engineer
- May 17: Council adopts plat, schedule and estimate of cost
- May 17: Council sets hearing on Resolution of Necessity and orders publication
- May 19: Publication of notice of hearing and letters are sent by certified mail to affected property owners
- June 21: Public hearing and adoption of Resolution of Necessity (requires ¾ vote)
- June 21: Council approves resolution approving plans, specs, form of contract and estimate of cost and authorizes Notice of Hearing & Letting
- By June 28: City Clerk files certified Resolution of Necessity, plat and schedule with County Treasurer
- July 14: Bid opening
- July 19: Council reviews bids and approves resolution awarding contract & authorizes Mayor & Clerk to sign contracts & bonds
- August 1: Start of construction
- October 15: Construction completed
- By October 28: Engineer files certificate of final completion
- November 1: Council approves resolution accepting public improvements and determines amount to be assessed
- By November 30: Engineer files final assessment schedule
- December 6: Council adopts schedule, levy assessment and orders notice to be provided to affected property owners
- By December 8: Publication of notice of final schedule of assessments and mailing to affected property owners
- January 9, 2017: Deadline for owners to pay assessments without interest applied

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND ADOPTING PRELIMINARY
PLANS, SPECIFICATIONS, PLAT, SCHEDULE AND ESTIMATE;
AND PROVIDING FOR A NOTICE OF HEARING**

WHEREAS, this Council has adopted a preliminary resolution pursuant to section 384.42 of the Iowa Code, as amended, covering the Sitler Drive 2016 Paving Project (hereinafter referred to as “the Project”); and

WHEREAS, in accordance with such preliminary resolution, the City Engineer has prepared preliminary plans and specifications, an estimated cost of the work, and a plat & schedule, and have filed the same with the City Clerk; and

WHEREAS, this Council has determined the valuation of each lot proposed to be assessed for such Project, and such valuations are now shown on the schedule, and this Council deems it advisable that the said preliminary plans & specifications, estimated cost of the work, and plat & schedule should be approved; and

WHEREAS, this Council wishes to set a Public Hearing on a Resolution of Necessity to allow the Project to proceed:

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Washington, Iowa:

Section 1. That the preliminary plans & specifications referred to in the preamble hereof be and the same are hereby approved.

Section 2. That the plat, schedule and estimate of cost are hereby ratified and approved.

Section 3. That this Council proposes to proceed with the Project and a proposed Resolution of Necessity shall be prepared and hearing held thereon in accordance with the provisions of Sections 384.49 through 384.51 of the Code of Iowa, as amended.

Section 4. That said hearing shall be held on Tuesday, June 21 at 6 PM at the Former Public Library, 120 East Main Street, and the Clerk is order to see that the notice is published and sent by certified mail to affected property owners in substantially the same form as is attached in Exhibit A, in accordance with the notification provisions of Section 384.50 of the Iowa Code, as amended.

Section 5. That all resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed.

PASSED AND APPROVED this 17th day of May, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

EXHIBIT A

NOTICE TO PROPERTY OWNERS

NOTICE IS HEREBY GIVEN: That there are now on file for public inspection in the Office of the City Clerk of Washington, Iowa, a proposed Resolution of Necessity, an estimate of cost and a plat & schedule showing the amounts proposed to be assessed against each lot and the valuation of each lot within a district approved by the City Council of Washington, Iowa, for a public improvement, described in general as the Sitler Drive 2016 Paving Project, of the type and in the location as follows:

Description of the Type and Location of the Improvement:

Improvement of Sitler Drive from South Avenue B to South Iowa Avenue. The improvement shall consist of providing curb and gutter, paving, sidewalk and incidental construction.

The Council will meet at 6:00 p.m. on June 21, 2016, in the City Council Chambers, Former Public Library, 120 East Main Street, at which time and place the owners of property subject to assessment for the proposed improvement or any other person having an interest in the matter may appear and be heard for or against the making of the improvement, the boundaries of the district, the cost, the assessment against any lot, or the final adoption of the Resolution of Necessity. A property owner will be deemed to have waived all objections pertaining to the regularity of the proceedings and the legality of using the special assessment procedure unless at the time of hearing he/she has filed objections with the Clerk.

FOR THE CITY COUNCIL

Illa Earnest, City Clerk



CIVIL ENGINEERS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1100 WEST WASHINGTON
 SUITE 200
 WASHINGTON, IOWA 52581
 PHONE: 319.251.1234
 WWW.MMSCONSULTANTS.COM

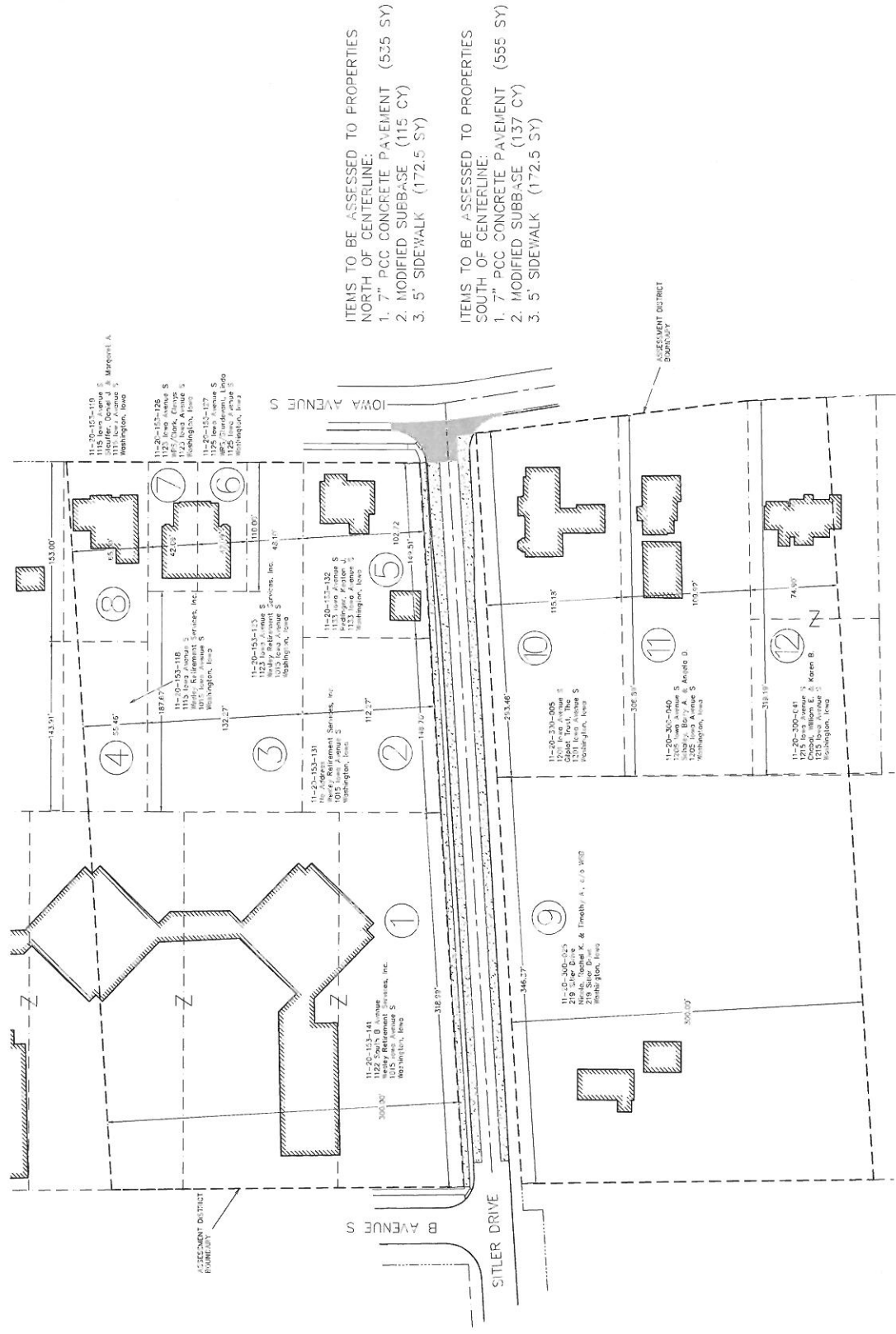
| | |
|-------|----------|
| Date: | Revised: |
|-------|----------|

**SITLER DRIVE
 RECONSTRUCTION
 PROJECT**

**PRELIMINARY
 ASSESSMENT
 PLAT**

CITY OF WASHINGTON
 POLK COUNTY
 STATE OF IOWA

| | |
|--------------|--------------|
| Project No. | 5656002 |
| Sheet No. | 1 |
| Scale | AS SHOWN |
| Date | 5/12/2016 |
| Drawn by | MLK |
| Checked by | MLK |
| Project Name | SITLER DRIVE |



MMS CONSULTANTS, INC.
 5/12/2016
 PROJECT: SITLER DRIVE
 SHEET: 1
 DRAWN BY: MLK
 CHECKED BY: MLK
 SCALE: AS SHOWN

PRELIMINARY ASSESSMENT SCHEDULE
 SITLER DRIVE 2016 PAVING PROJECT
 WASHINGTON, IOWA
 May 12, 2016

| North Side of Sitler Drive | | Assessment Property | Parcel Number | Valuation | Valuation | Valuation | Depth | Assessment | Frontage | Assessment | Trial | Assessment | Preliminary | Percent | |
|----------------------------|---|--|---------------|--------------------|------------------|------------------------|--|--------------------------------|----------|------------|--------------|------------|-------------------------------------|--------------|------|
| Assess. No. | Owner's Name and Address | Property Address | Description | Assessed Valuation | Fixed by Council | Fixed by Council x 25% | Depth | Factor | LF | Rate | Assessment | Rate | Assessment | of Total | |
| 1 | Wesley Retirement Services, Inc. 1015 Iowa Avenue S Washington, IA | 11-20-153-141 1122 B Avenue S, Washington, IA The south 80' of Lot 7, Lots 10, 11, and 12, and Lot 13 of Doig's Subd. ex. Sitler Drive ROW | | exempt | \$ 100,000.00 | \$ 25,000.00 | 300 | 1.97 | 318.99 | 40% | \$ 17,835.72 | 40% | \$ 7,134.29 | 56.150% | |
| 2 | Wesley Retirement Services, Inc. 1015 Iowa Avenue S Washington, IA | 11-20-153-131 No Address Auditor's Parcel "D" of Lot 14, Doig's Subd. | | \$ 24,100.00 | \$ 24,100.00 | \$ 6,025.00 | 112.27 | 1.57 | 148.70 | 40% | \$ 6,626.10 | 40% | \$ 2,650.44 | 20.860% | |
| 3 | Wesley Retirement Services, Inc. 1015 Iowa Avenue S Washington, IA | 11-20-153-125 1123 Iowa Avenue S The south 132' of the north 264' of Lot 14 of Doig's Subd. Ex. Auditor's Parcels "A" and "B" | | \$ 15,400.00 | \$ 15,400.00 | \$ 3,850.00 | 244.54 -112.27 150.82 -102.72 | 1.93 -1.57 1.75 -1.51 | 187.67 | 40% | \$ 1,917.54 | 40% | \$ 767.02 | 6.037% | |
| 4 | Wesley Retirement Services, Inc. 1015 Iowa Avenue S Washington, IA | 11-20-153-118 1115 Iowa Avenue S The west 145' of the south 72' of the north 132' of Lot 14 of Doig's Subd. | | \$ 13,900.00 | \$ 13,900.00 | \$ 3,475.00 | 300.00 -244.54 55.46 | 1.97 -1.93 0.04 | 143.91 | 40% | \$ 163.38 | 40% | \$ 65.35 | 0.514% | |
| 5 | Redlinger, Keaton J. 1133 Iowa Avenue S Washington, IA | 11-20-153-132 1133 Iowa Avenue S Auditor's Parcel "C" of Lot 14, Doig's Subd. | | \$ 129,500.00 | \$ 129,500.00 | \$ 32,375.00 | 102.72 | 1.51 | 149.51 | 25% | \$ 6,407.59 | 25% | \$ 1,601.90 | 12.608% | |
| 6 | WRS/Sturdevant, Linda 1125 Iowa Avenue S Washington, IA | 11-20-153-127 1125 Iowa Avenue S Auditor's Parcel "B" of Lot 14, Doig's Subd. | | \$ 102,800.00 | \$ 102,800.00 | \$ 25,700.00 | 192.91 -150.82 42.09 | 1.86 -1.75 0.11 | 110 | 25% | \$ 343.43 | 25% | \$ 85.86 | 0.676% | |
| 7 | WRS/Clark, Glenys 1123 Iowa Avenue S Washington, IA | 11-20-153-126 1123 Iowa Avenue S Auditor's Parcel "B" of Lot 14, Doig's Subd. | | \$ 102,800.00 | \$ 102,800.00 | \$ 25,700.00 | 235.00 -192.91 42.09 | 1.92 -1.86 0.06 | 110 | 25% | \$ 187.32 | 25% | \$ 46.83 | 0.369% | |
| 8 | Stauffer, Daniel J. & Margaret A. 1115 Iowa Avenue S Washington, IA | 11-20-153-119 1115 Iowa Avenue S The south 72' of the north 132' ex the west 145' of Lot 14 of Doig's Subd. | | \$ 136,000.00 | \$ 136,000.00 | \$ 34,000.00 | 300.00 65.00 | 1.97 0.05 | 153 | 25% | \$ 217.12 | 25% | \$ 54.28 | 0.427% | |
| | | | | | | | | | | | | | North Side of Sitler Drive Estimate | \$ 34,447.50 | 100% |
| | | | | | | | | | | | | | Distribution Factor | \$ 12,705.68 | |
| | | | | | | | | | | | | | | \$ 28.38 | |

PRELIMINARY ASSESSMENT SCHEDULE
 SITLER DRIVE 2016 PAVING PROJECT
 WASHINGTON, IOWA
 May 12, 2016

| South Side of Sitler Drive | | Assessment Property Parcel Number | Assessed Valuation | Valuation Fixed by Council | Valuation Fixed by Council x 25% | Depth | Assessment Factor | Frontage LF | Assessment Distribution | Trial Assessment | Assessment Rate | Preliminary Assessment | Percent of Total |
|----------------------------|--|--|--------------------|----------------------------|----------------------------------|-----------------------------|-----------------------|-------------|--|------------------|-----------------|------------------------|------------------|
| 9 | Owner's Name and Address Nicola Rachel K. & Timothy A. 219 Sitler Drive c/o Washington State Bank, PO Box 311 Washington, IA | 11-20-300-025 219 Sitler Drive The east 3/4 of Lot 1, NW 1/4, SW 1/4 of Section 20, T75N R7W | \$ 71,200.00 | \$ 71,200.00 | \$ 17,800.00 | 300.00 | 1.97 | 346.37 | 687,348.9 | \$ 19,673.36 | 40% | \$ 7,869.34 | 65.380% |
| 10 | Gilplet Trust, The 1201 Iowa Avenue S Washington, IA | 11-20-300-005 1201 Iowa Avenue S Auditor's Parcels "A" and "C" of Lot 1, NW 1/4, SW 1/4 of Section 20, T75N R7W | \$ 220,800.00 | \$ 220,800.00 | \$ 55,200.00 | 115.18 | 1.59 | 293.46 | 466,601.4 | \$ 13,452.97 | 25% | \$ 3,363.24 | 27.942% |
| 11 | Schalley, Barry A. & Angela D. 1205 Iowa Avenue S Washington, IA | 11-20-300-040 1205 Iowa Avenue S Auditor's Parcel "D" of Lot 2, NW 1/4, SW 1/4 of Section 20, T75N R7W ex. the south 109.97' of the west 133.03' | \$ 157,500.00 | \$ 157,500.00 | \$ 39,375.00 | 225.10 -115.18 109.92 | 1.91 -1.59 0.32 | 293.46 | 93,907.2 | \$ 2,707.52 | 25% | \$ 676.88 | 5.624% |
| 12 | Chabal, William E. & Karen B. 1215 Iowa Avenue S Washington, IA | 11-20-300-041 1215 Iowa Avenue S Auditor's Parcel "E" and the south 109.97' of the west 133.03' of Auditor's Parcel "D", Lot 2, NW 1/4, SW 1/4 of Section 20, T75N R7W | \$ 148,300.00 | \$ 148,300.00 | \$ 37,075.00 | 300.00 -225.10 74.90 | 1.97 -1.91 0.06 | 293.46 | 17,607.6 | \$ 507.66 | 25% | \$ 126.91 | 1.051% |
| | | | | | | | | | South Side of Sitler Drive Estimate \$ | 36,341.50 | | \$ 12,036.38 | 100% |
| | | | | | | | | | Distribution Factor: | 28.83 | | | |

PRELIMINARY OPINION OF COST
 SITLER DRIVE RECONSTRUCTION AND WIDENING
 CITY OF WASHINGTON, IOWA 2016 STREETS PROJECT
 May 13, 2016

| ITEM NO. | DESCRIPTION | UNIT | ESTIMATED QUANTITY | UNIT PRICE | EXTENDED AMOUNT |
|-----------------------------|--|------|--------------------|-------------|-----------------|
| 1 | CLEAR AND GRUB | ACRE | 0.9 | \$ 1,500.00 | \$ 1,350.00 |
| 2 | TOPSOIL, STRIP, SALVAGE AND RE-SPREAD | CY | 730 | \$ 8.50 | \$ 6,205.00 |
| 3 | CLASS 10 EXCAVATION, ROADWAY & BORROW | CY | 2200 | \$ 12.00 | \$ 26,400.00 |
| 4 | SAW CUT AND REMOVE EXISTING PAVEMENT AT EDGE OF EXISTING STREET | SY | 325 | \$ 15.00 | \$ 4,875.00 |
| 5 | REMOVE EXISTING DRIVE | SY | 125 | \$ 10.00 | \$ 1,250.00 |
| 6 | MODIFIED SUBBASE | CY | 252 | \$ 47.00 | \$ 11,844.00 |
| 7 | 7" THICK PCC PAVEMENT, CLASS 3 WITH INTEGRAL CURB | SY | 1090 | \$ 43.00 | \$ 46,870.00 |
| 8 | JOINT REPAIR ON EXISTING PCC STREET | SY | 60 | \$ 65.00 | \$ 3,900.00 |
| 9 | 4" THICK PCC SIDEWALK | SY | 345 | \$ 35.00 | \$ 12,075.00 |
| 10 | DETECTABLE WARNING PANEL | SF | 50 | \$ 35.00 | \$ 1,750.00 |
| 11 | 6" THICK PCC DRIVE ENTRANCE | SY | 191 | \$ 39.00 | \$ 7,449.00 |
| 12 | REMOVE EXISTING 24" RCP CULVERT | LF | 43 | \$ 20.00 | \$ 860.00 |
| 13 | REMOVE EXISTING 18" ADS CULVERT | LF | 60 | \$ 18.00 | \$ 1,080.00 |
| 14 | ADJUST SANITARY SEWER MANHOLE CASTING | EA | 3 | \$ 750.00 | \$ 2,250.00 |
| 15 | 24" RCP STORM SEWER W/ GRANULAR TRENCH BACKFILL | LF | 35 | \$ 70.00 | \$ 2,450.00 |
| 16 | 18" RCP STORM SEWER W/ GRANULAR TRENCH BACKFILL | LF | 73 | \$ 48.00 | \$ 3,504.00 |
| 17 | 12" RCP STORM SEWER | LF | 22 | \$ 30.00 | \$ 660.00 |
| 18 | STORM SEWER INTAKE, SW-510 WITH INSERT | EA | 2 | \$ 3,800.00 | \$ 7,600.00 |
| 19 | STORM MANHOLE, SW-401, 48" DIA | EA | 1 | \$ 2,800.00 | \$ 2,800.00 |
| 20 | CONNECT STORM SEWER TO EXISTING STRUCTURE | EA | 1 | \$ 1,200.00 | \$ 1,200.00 |
| 21 | 24" FES WITH APRON GUARD | EA | 1 | \$ 1,400.00 | \$ 1,400.00 |
| 22 | EROSION STONE OVER ENGINEERING FABRIC | TON | 15 | \$ 42.00 | \$ 630.00 |
| 23 | ADJUST/RELOCATE TILE RISER | EA | 1 | \$ 850.00 | \$ 850.00 |
| 24 | 4" LONGITUDINAL SUB DRAIN WITH POROUS BACKFILL | LF | 1960 | \$ 9.00 | \$ 17,640.00 |
| 25 | SUB DRAIN CLEANOUT | EA | 2 | \$ 450.00 | \$ 900.00 |
| 26 | URBAN SEEDING AND MULCH | AC | 0.9 | \$ 5,500.00 | \$ 4,950.00 |
| 27 | CONSTRUCTION SURVEY | LS | 1 | \$ 3,500.00 | \$ 3,500.00 |
| 28 | TRAFFIC CONTROL | LS | 1 | \$ 2,000.00 | \$ 2,000.00 |
| 29 | EROSION CONTROL | LS | 1 | \$ 1,000.00 | \$ 1,000.00 |
| 30 | MOBILIZATION | LS | 1 | \$ 7,500.00 | \$ 7,500.00 |
| SUB-TOTAL | | | | | \$ 186,742.00 |
| 10% CONTINGENCY | | | | | \$ 18,700.00 |
| ENGINEERING DESIGN SERVICES | | | | | \$ 26,900.00 |
| PROJECT TOTAL | | | | | \$ 232,342.00 |

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

The property of Hahn Irrevocable Trust located at 902 E 2nd St. for the amount of \$150.00 Legal description (42 Smouses E Sid Add S 95 Ft) Parcel Number (11-17-429-020).

The property of Dustin Dittrich located at 925 E 3rd St. for the amount of \$75.00 Legal Description (18 Smouses E Sid Add). Parcel Number (11-17-429-007).

and,

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 17th day of May, 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*

Memorandum

May 13, 2016

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

From: Brent Hinson
City Administrator

Re: Employee Evaluations

We are in the midst of the annual employee evaluations process, and it is time for the City Council to conduct my performance evaluation. This year, I have decided to handle the evaluation form differently to hopefully make it easier for everyone involved. I sent the evaluation form out by email to each of you as an online survey. You simply need to follow the link in the email, and respond to 8 questions, which follow the format of our regular evaluation forms. Please let me know if you have any difficulty completing the form, or if you didn't receive the email with the link.

As usual, I am requesting that my evaluation be conducted in closed session under Iowa Code 21.5i. I think this is the best way of doing things, because then everyone can feel more comfortable in speaking freely.

I have attached the evaluations schedule for your information. After this meeting, the Council's main role is to consider the salary resolution that I put together based on the results of the evaluations. This resolution is expected to be ready for your consideration at the June 7 meeting.

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



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

2016 Employee Evaluations Process

| <u>Approx Date</u> | <u>Step in Process</u> |
|--------------------------|--|
| April 19 | 1) Evaluation forms go out to departments. |
| By May 10 | 2) Each employee will complete a self-evaluation and supervisors will evaluate each employee. Supervisors should meet with employees during this time to discuss their evaluations. |
| By May 10 | 3) Supervisors will submit a completed self-evaluation form of themselves to the City Administrator. |
| By May 17 | 4) City Administrator and supervisors will meet to discuss evaluations for each non-supervisory employee. City Administrator will discuss each supervisor's evaluation with that supervisor. |
| May 17 (Council Meeting) | 5) City Administrator will be evaluated by City Council. |
| By June 3 | 6) City Administrator will prepare a salary resolution for discussion & consideration by the City Council. |
| June 7 (Council Meeting) | 7) City Council will discuss & consider salary resolution. |