



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, AUGUST 16, 2016

Call to Order

Pledge of Allegiance

Roll call

-
Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, August 16, 2016 to be approved as proposed or amended.

Consent:

1. Council Minutes 08-01-2016
2. Caldwell Tanks, Elevated Water Storage Tank, Pay App. #10, \$68,871.67
3. Ahlers & Cooney, Professional Services, \$61.60
4. IMWCA, Workers Comp. Premium #3, \$9,673.00
5. A & R Land Services, Inc., ROW Hwy 1 Water Main Project, \$325.00
6. Fox Engineering, Elevated Water Storage Tank, \$19,476.35
7. Fox Engineering, Well #7 Pump Replacement & Electrical Modifications, \$11,805.15
8. Fox Engineering, Water Treatment Plant Improvements, \$36,673.40
9. Washington County Auditor, Special Election Costs (YMCA), \$2,911.53
10. Lebowski's Rock N Bowl, 1601 E. Washington St., Class C Liquor License, Catering Privilege, Outdoor Sales, Sunday Sales, **(renewal)**
11. Unc & Neph's, 1015 W. Madison St, Class C Liquor License, outdoor service area, Sunday Sales. **(renewal)**
12. Department Reports.

Consent - Other:

Claims and Financial Reports:

Claims as Presented.

Financial Reports.

Discussion and Consideration of Resolution Approving Street Financial Report.

SPECIAL PRESENTATION

Washington Municipal Band Report – Paul Towner

Discussion and Consideration of Chamber of Commerce Request for Craft Fair – Sept. 10, 2016.

Discussion and Consideration of High School Request for Marching Band to Football Field & Homecoming Parade Route - Principal Erik Buchholz.

Discussion and Consideration of a Resolution Authorizing Application for a Certified Local Government Grant - Mary Patterson

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

NEW BUSINESS

Discussion and Consideration of Mayoral appointment: Kathy Salazar Mayor Pro Tempore, Russ Zieglowsky Board Of Adjustment.

Discussion and Consideration of Purchase of a New Police Vehicle – Ford Explorer.

Discussion and Consideration of Aquatic Center Bath House Roof Replacement. **(Tabled 08-01-2016)**

Discussion and Consideration of an Engagement Letter & Acknowledging a Disclosure of Conflicts of Interest Form by a Municipal Advisor (PFM Financial Advisors, LLC)

Discussion and Consideration of a 5-Year Agreement for Maintenance of Primary Roads with Iowa DOT.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Discussion and Consideration of a Resolution Fixing Date for a Public Hearing - \$507,000 Planning & Design Loan (Water Plant Improvements)

Discussion and Consideration of a Resolution Approving License Agreement with a Property Owner.

Discussion and Consideration of a Resolution Amending the Safety Manual – Designated Physician Policy.

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

DEPARTMENTAL REPORT

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

Sandra Johnson, Mayor
Brendan DeLong
Kerry Janecek
Jaron Rosien

Kathryn Salazar
Millie Youngquist

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 08-01-2016

The Council of the City of Washington, Iowa, met in Regular Session in the council chambers, 120 E. Main Street, at 6:00 P.M., Monday, August 1, 2016. Mayor Johnson in the chair. On roll call present: DeLong , Janecek, Salazar, Youngquist, Zieglowsky. Absent: Rosien.

Motion by Salazar, seconded by Youngquist, that the agenda for the Regular Session to be held at 6:00 P.M., Monday, August 1, 2016 be approved as amended. Motion carried.

Consent:

1. Council Minutes 07-19-2016
2. Kevin Olson, Professional Services, \$853.38
3. Kevin Olson, Professional Services, \$1,213.38
4. Veenstra & Kimm, Engineering Services, 2016 Seal Coat Program, \$900.00
5. Veenstra & Kimm, Industrial Park Rise Improvements, Design Services, \$2,514.60
6. Veenstra & Kimm, Industrial Park Rise Improvements, General Services, \$2,857.70
7. Dollar General, 1506 E. Washington Street, Class C Beer Permit (BC), Class B Wine Permit, Sunday Sales, **(new)**
8. Department Reports.

Consent - Other:

DeLong Construction, Courthouse Sewer Separation Project, \$99,947.33

DeLong Construction, Industrial Park Rise Improvements, \$422,974.04

DeLong Construction, W. Monroe Street and Highway 1 Pavement Improvements, \$41,188.82

Motion by DeLong, seconded by Youngquist, to approve the consent agenda. Motion carried.

Motion by Salazar, seconded by Janecek, to approve the consent agenda - other. Motion carried. DeLong abstained with conflict.

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

Motion by Youngquist, seconded by Salazar, to approve payment of Hy-Vee claims. Motion carried. Zieglowsky abstained with conflict.

Finance Officer Kelsey Brown gave the financial reports for June.

Motion by Salazar, seconded by DeLong, to accept the financial reports. Motion carried.

Nuisance Abatement Officer Merle Hagie gave council an update on nuisance abatement.

Mary Patterson, 603 W. Washington Blvd., came before the council with pictures of the hot mix that was dropped on the boulevard bricks when street patching was done.

Motion by Salazar, seconded by DeLong, to proceed with the Country Club Road Improvements Project in the amount of \$32,155.83. Motion carried.

Bids received for Aquatic Center Bath House Roof Replacement:

Brenneman Builders	\$9,015
Hagan's Home Repair	\$10,275
Homes By Hamilton	\$19,955

After discussion, motion by DeLong, seconded by Janecek, to table Discussion and Consideration of Aquatic Center Bath House Roof Replacement. Roll call on motion: Ayes: DeLong, Janecek, Salazar, Youngquist, Zieglowsky. Nays: none. Absent: Rosien. Motion carried.

Motion by Salazar, seconded by DeLong, to remove from the table Discussion and Consideration of 28E Recycling Center RFP. Roll call on motion: Ayes: DeLong, Janecek, Salazar, Youngquist, Zieglowsky. Nays: none. Absent: Rosien. Motion carried.

Motion by Salazar, seconded by DeLong, to approve the 28E Recycling Center RFP as modified and proceed with getting the RFP out to contractors. Motion carried.

Mayor Johnson announced that now is the time for the public hearing on Approving Proceeding with the Issuance and Sale of not to Exceed \$6,400,000 Aggregate Principal Amount of Revenue Bonds (United Presbyterian Home Project) Series 2016.

No written or oral objections were received.

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

Motion by Youngquist, seconded by Salazar, to approve the Resolution Approving Proceeding with the Issuance and Sale of not to Exceed \$6,400,000 Aggregate Principal Amount of Revenue Bonds (United Presbyterian Home Project) Series 2016 of the City of Washington, Iowa, and Related Matters. Roll call on motion: Ayes: DeLong, Janecek, Salazar, Youngquist, Zieglowsky. Nays: none. Absent: Rosien. Motion carried. **(Resolution No. 2016-073).**

Bids received for Electrical Modifications at Municipal Well #7:

Primex	\$66,312.00
Neumiller Electric	\$52,439.00

Motion by Salazar, seconded by Youngquist, to approve the Resolution Making Award of Construction Contract for Electrical Modifications at Well #7 to Nuemiller Electric. Roll call on motion: Ayes: DeLong, Janecek, Salazar, Youngquist, Zieglowsky. Nays: none. Absent: Rosien. Motion carried. **(Resolution No. 2016-074)**

After discussion, motion by Youngquist, seconded by Salazar, to approve the Resolution Providing for Notice of Intent to Fill Council (Ward 2) Vacancy by Appointment. Roll call on motion: Ayes: DeLong, Janecek, Salazar, Youngquist, Zieglowsky. Nays: none. Absent: Rosien. Motion carried. **(Resolution No. 2016-075)**

Motion by Salazar, seconded by Youngquist, to approve the Resolution Endorsing Application for REAP Grant Funds – Willow Pond Trail. Roll call on motion: Ayes: DeLong, Janecek, Salazar, Youngquist, Zieglowsky. Nays: none. Absent: Rosien. Motion carried. **(Resolution No. 2016-076)**

Motion by Zieglowsky, seconded by DeLong, that the Regular Session held at 6:00 P.M., Monday, August 1, 2016 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

July 26, 2016

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

Invoice #: 714763
Client #: 11307
Matter #: 53
Billing Attorney: JLC

INVOICE SUMMARY

RE: GENERAL URBAN RENEWAL

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

Total Professional Services	\$ 46.00
Total Expenses	<u>\$ 15.60</u>

TOTAL THIS INVOICE **\$ 61.60**

INVOICE

INV62174

IMWCA

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION

500 SW 7TH STREET, SUITE 101

DES MOINES, IA 50309-4506

PHONE: 800-257-2708

DATE

8/1/2016

PAGE:

1

Mbr No: Member Name:

0706 Washington, City of

Washington, City of
215 E Washington

Washington IA 52353

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

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	WASHI001	AG0075				
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	INSTALL2	Installment 3 of 8 - Work Comp Prem 16-17			9,673.00	\$9,673.00

This invoice is due on September 1, 2016.

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

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

Thank You

Subtotal	\$9,673.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$9,673.00

A & R Land Services, Inc.

1609 Golden Aspen Drive, Suite 104
Ames, IA 50010
515-337-1197

Invoice No. WASH-HWY1-16-6

INVOICE

Customer

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

Date 8/5/2016
Order No. WASH-HWY1-2016

Qty	Description	Unit Price	TOTAL
	JUNE 2016 (Water Main Easement Parcels)		
5	ROW Services for City of Washington, Iowa Highway 1 Water Main Project	\$65.00	\$325.00
	Mileage for project trips taken.	\$0.540	
	Color copies/printing.	\$0.50	
	Black and white copies/printing.	\$0.10	
	Abstractor/Courthouse Fees	\$1.00	
	Postage	\$1.00	
	Recording Fees	\$1.00	
	SubTotal		\$325.00
	Shipping & Handling		\$0.00
	Taxes Iowa		

Payment Details

- Cash
 Check
 Credit Card

Name _____
CC # _____
Expires _____

SubTotal \$325.00
Shipping & Handling \$0.00
Taxes Iowa
TOTAL \$325.00

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

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

Your Expert Right of Way Resource



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 40252
 Date 07/30/2016

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

Professional Services for the Period of 06/26/2016 to 07/30/2016

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	90.00	40,281.00	41,670.00	1,389.00
Construction Staking	2,700.00	100.00	2,700.00	2,700.00	0.00
Total	118,600.00	96.10	112,581.00	113,970.00	1,389.00

	Billed Amount
Tower Paint Inspection Services	
Professional Fees	102.75
Outside Services	
Owens Inspection Services, LLC	7,680.60
	10,304.00
Phase subtotal	18,087.35
Invoice total	\$19,476.35

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 40254
 Date 07/30/2016

Project **342416B Washington Well 7 Pump
 Replacement & Electrical Modifications**

Professional Services for the Period of 06/26/2016 to 07/30/2016

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Design	12,408.25	100.00	4,061.78	12,408.25	8,346.47
Bidding	2,638.00	100.00	1,028.82	2,638.00	1,609.18
Total	15,046.25	100.00	5,090.60	15,046.25	9,955.65

Standard Hourly Rate Phases

Construction Administration
 Professional Fees

	Billed Amount
Phase subtotal	1,849.50

Invoice total \$11,805.15

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 40258
 Date 07/31/2016

Project **342416A Washington Water Treatment Plant Improvements**

Professional Services for the Period of 06/26/2016 to 07/30/2016

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Preliminary Design	126,460.00	52.00	29,085.80	65,759.20	36,673.40
Final Design	177,830.00	0.00	0.00	0.00	0.00
Bidding	16,780.00	0.00	0.00	0.00	0.00
Total	321,070.00	20.48	29,085.80	65,759.20	36,673.40

Invoice total \$36,673.40

Approved by:  _____

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

Applicant License Application (LC0040294)

Name of Applicant: <u>WFEC, Inc</u>		
Name of Business (DBA): <u>Lebowski's Rock n Bowl</u>		
Address of Premises: <u>1601 east Washington Street</u>		
City <u>Washington</u>	County: <u>Washington</u>	Zip: <u>52353</u>
Business	<u>(319) 548-1999</u>	
Mailing	<u>1601 east Washington Street</u>	
City <u>Washington</u>	State <u>IA</u>	Zip: <u>52353</u>

Contact Person

Name <u>Bob Gaal</u>	
Phone: <u>(319) 548-1999</u>	Email <u>bgaal212@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 08/30/2016

Expiration Date: 08/29/2017

Privileges:

- Catering Privilege
- Class C Liquor License (LC) (Commercial)
- Outdoor Service
- Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>462159</u>	Federal Employer ID <u>46-3346701</u>

Ownership

robert gaal

First Name: robert **Last Name:** gaal
City: washington **State:** iowa **Zip:** 52353
Position: President
% of Ownership: 50.00% **U.S. Citizen:** **Yes**

jason prochaska

First Name: jason **Last Name:** prochaska
City: washington **State:** iowa **Zip:** 52353
Position: vice president
% of Ownership: 50.00% **U.S. Citizen:** **Yes**

Insurance Company Information

INVOICE

Illa Earnest
Washington City Clerk
PO Box 516
Washington, IA 52353

Remit to:

WASHINGTON COUNTY AUDITOR
PO BOX 889
WASHINGTON, IOWA 52353

Date: August 12, 2016

DESCRIPTION	AMOUNT	BALANCE
Special City Election Costs – August 2, 2016		
Washington Evening Journal - publications	\$ 201.51	
Adkins-printing ballots/programming memory cards	851.46	
Auditor – printing registers/supplies/postage/mileage	399.87	
Election officials – wages/mileage	<u>1,458.69</u>	
TOTAL	\$ 2,911.53	
City of Washington - BALANCE DUE		\$ 2,911.53
sm	301-6-6020-6794	

Applicant License Application (LC0036352)

Name of Applicant:	<u>Dan's Bar, Inc.</u>				
Name of Business (DBA):	<u>Unc & Neph's</u>				
Address of Premises:	<u>1015 West Madison St.</u>				
City	<u>Washington</u>	County:	<u>Washington</u>	Zip:	<u>52353</u>
Business	<u>(319) 653-4755</u>				
Mailing	<u>1015West Madison</u>				
City	<u>Washington</u>	State	<u>IA</u>	Zip:	<u>52353</u>

Contact Person

Name	<u>David L Sorrell</u>				
Phone:	<u>(319) 653-8822</u>	Email	<u>d.sorrell@mchsi.com</u>		

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 09/15/2015

Expiration Date: 09/14/2016

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Outdoor Service

Sunday Sales

Status of Business

BusinessType:	<u>Privately Held Corporation</u>				
Corporate ID Number:	<u>367624</u>	Federal Employer ID	<u>26-3186918</u>		

Ownership

David Sorrell

First Name: David **Last Name:** Sorrell

City: Washington **State:** Iowa **Zip:** 52353

Position: President

% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	<u>West Bend Mutual Insurance Company</u>				
Policy Effective Date:	<u>09/15/2015</u>	Policy Expiration	<u>09/15/2016</u>		
Bond Effective	Dram Cancel Date:				
Outdoor Service Effective	Outdoor Service Expiration				

Washington Volunteer Fire Department
Aug.3,2016

June Fires

11 City fires	2560.00
3 rural fires	650.00
1 Drill	600.00
14 fires and 1 drill	3810.00

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Bruce McAvoy 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

Fire Prevention is planned

Communication: Thank you from Earl & Susan Wellington and \$250.00 donation

Applications: We are still short one member.

Rescue

Thank you from Bill Hartsock for help at the demo

Ragbri went without any trouble

County meeting went well bad turn out.

Next County meeting will be in Wellman.

Kirkwood fire school is in September.

Training hours gone over.

Sub Drivers needed

High School alarm system is fixed.

Rehab at fires discussed

Discussion of calls: House fire with dog. people interested in getting rescue mask for animals.

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

Maintenance and Construction Report

7/16/16-7/29/16

STREETS: M/C Personnel picked up the remaining storm damage brush residents laid out next to the curb. Personnel completed line painting throughout the City. Personnel also performed crack sealing on North 2nd Ave, completing blocks between East Main St & East 5th St, as well as a few recent concrete replacement area patches. Personnel cold patched the entire town. Personnel poured 34 yards in numerous areas including 'B'-West 3rd intersection. M/C crews prepared for RAGBRAI Friday, July 29. The street sweeper operated around the City.

WATER DISTRIBUTION: M/C Personnel had 11 water shut offs for nonpayment. Personnel shut off an inch and a quarter copper line along Hwy 1 & 92 that was hit by the new fiber line, causing a few residents to be without water for a couple of hours.

SEWER COLLECTION: M/C Personnel N/A

STORM SEWER COLLECTION: M/C Personnel N/A

MECHANIC/SHOP: M/C Personnel serviced 301 (cont'd on engine repair), PD Tahoe (brakes and A/C), PD 25 (brakes), PD 96 (A/C), 504 (fuel leak, loaded and hauled to shop) and PD 97 (rotate tires).

OTHER: M/C Personnel responded to 52 One Call Locates. Personnel continued yard waste and brush pick up, bags YTD 8,320. M/C Call Sign radio frequency (WQFT 621) has been renewed to 9/29/2026.

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

**WWTP report
August 16, 2016
Council meeting**

- **After hour alarm and dog call outs –**
30th dog call, Safety Center reported a dog to be picked up 600 Blk E Harrison, 1:00 p.m. Jason
31st dog call, Safety Center reported a dog to be picked up at the Car Dr, 8:00 p.m. Jason
2nd dog call, Safety Center reported a dog to be picked up at 617 South 7th, 9:15 p.m. Jason
4th WWTP, high stair screen float alarm, 10:20 p.m. Jason
5th Parkside Estates lift station high sound alarm, 2:35 a.m. Jason
8th dog call, Safety Center reported dog to be picked up at Safety Center, 5:00 a.m. Jason
10th WWTP, high TSS alarm, 6:45 p.m. Fred
11th dog call, Safety Center reported dog to be picked up at 708 W Main, 4:30 p.m. Jason
12th WWTP, high stair screen float alarm, 2:04 a.m. Fred
- **Dept Head meetings –** I attended the meetings on the 2nd & 9th.
- **WWTP July 2016 Discharge Monitoring Report (DMR) –** Average daily flow **1.965** million gallons (mg), maximum daily flow **3.890** mg, minimum daily flow **1.212** mg. There were **no** violations of the WWTP's NPDES discharge permit. Total precipitation for July 2016 = **>5.93"** (recorded at the WWTP).

CBOD5 removal 85% required	result = 100%
Influent CBOD5 monthly average =	76.2 mg/L
Effluent CBOD5 monthly average =	0 mg/L

TSS removal 85% required	result = 97.9%
Influent TSS monthly average =	103.1 mg/L
Effluent TSS monthly average =	2.2 mg/L

- **Reports –** I submitted the data from the three (3) NPDES permit expanded effluent pollutant scans to our IDNR permit writer in Des Moines for his review. I also sent a copy of the data to Rob Baker of FOX to review. Rob reviewed the data and he doesn't think our NPDES permit will be amended to require additional testing parameters. However the permit writer will review the data and determine if any additional testing will be required. Working on the final data packet for the USEPA laboratory performance evaluation. The data packet is due to the USEPA by August 26, 2016. The WWTP lab, Test America, and UHL all provided acceptable test results for the audit samples used for this evaluation. After the final packet has been sent out nothing further is required until the spring/summer of 2017.
- **WWTP operator/Animal Control Officer job opening –** Parker Turner has transferred from the M/C Dept to fill this position. Parker's first day at the WWTP will be August 22nd.
- **Lift stations –** Jason cleaned the floats, scraped the walls, and removed the floating debris from the three (3) lift stations on the 11th. Thanks to M/C Dept for providing Parker to operate the vacuum trailer to assist Jason with removing the floating debris from the wet wells. Jason was called to Parkside Estates lift station at 2:35 a.m. on the 5th for a high sound alarm. Upon his arrival he found one of vacuum pumps (primes the big pumps) had failed. He switched the big pumps from lead to lag to get by until normal hours. Jason had the old vacuum pump removed and replaced with a used one we had in stock. The lift station was back to normal operation by 11:00 a.m.
- **Police speed trailer –** Thanks to Lyle for setting up the speed trailer at the WWTP. We were having a lot of people speeding through the WWTP to get to the yard waste center. This has slowed people down.

- **Effluent composite sampler after UV treatment** – This refrigerated sampler (from the old WWTP) used for 24 hour effluent composite sampling has quit cooling the samples during the sample collection period. IDNR requires samples be kept at a temperature of 4-6 degrees celsius during collection. This model of sampler is obsolete and we may have problems getting repair parts. We're in the process of determining if this sampler's cooling unit can be repaired. If not we will be looking at replacing this sampler and it was not budgeted for. These samplers are not cheap.
- **RAGBRAI** – Things went well during RAGBRAI. We had around 20-25 RV's dump their waste at the WWTP on Friday and Saturday. The RV dump site on West View Drive was also used by several people to get rid of their waste since it was available 24 hrs a day. Thanks to M/C Dept for monitoring this site during RAGBRAI. The portable toilet companies also discharged at the WWTP. Invoices were sent to Action Services and Moore's Portable Toilets for their dumping fees.
- **Thanks to Zach** – He repaired a gas leak on Truck #504. Serviced Truck #502.
- **WWTP laboratory glass dishwasher**- Kevin of Archer's repaired the dishwasher since it had quit running.
- **WWTP Lab/Office Building water heater** – Jimmy from Carson's repaired the water heater since it had quit heating.

Fred E. Doggett
8/12/2016 1:29 PM

CITY OF WASHINGTON, IOWA

CLAIMS REPORT FOR AUGUST 16, 2016

POLICE	ACE-N-MORE	SUPPLIES	11.56
	ALLIANT ENERGY	ALLIANT ENERGY	343.87
	ALTENHOFEN, BEN	MEAL REIMBURSEMENT	21.66
	ARAMARK UNIFORM SERV INC.	RUG SERVICE	229.75
	ARNOLD MOTOR SUPPLY	PARTS	21.17
	BARRON MOTOR SUPPLY	PARTS	143.42
	CHARLES CAPPER AUTO CENTER INC	PARTS	272.61
	COBB OIL CO, INC.	FUEL	1,031.83
	CUSTOM IMPRESSIONS INC	POLOS	335.61
	EICCD	CPR CARD CLASS	45.00
	EMBROIDERY BARN	ALTERATIONS AND EMBLEM	63.00
	GALLS LLC	SUPPLIES/TROUSERS	386.09
	IOWA LAW ENFORCMT ACADEMY	CHEM MUNIT. RECERT. HUSCHK	125.00
	MARCO TECHNOLOGIES LLC.	COPIER	86.33
	MARCO, INC.	COPIER PMT	103.00
	MOORE'S BP AMOCO INC	TOWING & STORAGE HONDA MOT	220.00
	QUILL	SUPPLIES	217.80
	STREICHER'S POLICE EQUIP	PARTS	124.00
	VANWILLIGEN, BRIAN	MEALS	26.22
	VISA	LODGING AND FUEL	165.46
	WASH CO AUDITOR	AUGUST COMMUNICATIONS	20,682.58
	WASHINGTON COUNTY CLERK OF COURT	COURT COSTS	77.00
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	381.00
		TOTAL	25,113.96

FIRE	ACE-N-MORE	SUPPLIES	2.50
	ALLIANT ENERGY	ALLIANT ENERGY	687.73
	ARNOLD MOTOR SUPPLY	PARTS	221.25
	BUSINESS RADIO SALES INC	RADIO MAINTENANCE	51.75
	CENTRE STATE INTERNATIONAL	PART	65.47
	COBB OIL CO, INC.	FUEL	154.15
	FELD FIRE	BULLARD PART	204.00
	HIWAY SERVICE CENTER	PARTS	416.18
	SADLER POWER TRAIN	TRUCK PARTS	649.80
	VISA	MEETING	171.09
		TOTAL	2,623.92

DEVELOP SERV	COBB OIL CO, INC.	FUEL	78.86
		TOTAL	78.86

LIBRARY	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	ALLIANT ENERGY	ALLIANT ENERGY	2,313.73
	BAKER & TAYLOR	LIBRARY MATERIALS	831.96
	CARSON PLUMBING & HEATING SRVS INC	URINAL REPAIR	142.25
	MEDIACOM	JULY AND AUGUST SERVICE	592.12
	RECORDED BOOKS LLC	AUDIO BOOKS	84.53
	VISA	SUPPLIES & POSTAGE	104.54
		TOTAL	4,113.13

PARKS	ACE-N-MORE	TRASH CAN	114.71
	ALLIANT ENERGY	ALLIANT ENERGY	1,360.99
	CINTAS FIRST AID & SAFETY	MEDICAL KIT RE-SUPPLY	48.13
	COBB OIL CO, INC.	FUEL	410.54

GREINER DISCOUNT TIRES	TIRE REPAIR	26.45
IOWA PARKS & RECREATION ASSOCIATION	MEMBERSHIP DUES	155.00
KEN GINGERICH	MULCH WAGON RENTAL	300.00
O'REILLY AUTOMOTIVE INC	PART	23.36
WASHINGTON RENTAL	TRIMMER LINE	18.95
WINDSTREAM IOWA COMMUNICATIONS	SERVICE	106.09
	TOTAL	2,564.22

POOL	ACE-N-MORE	POOL MECHANICAL RM REPAIR	35.63
	POWER COM MOTOR CONTROL	POOL MAIN PUMP	2,122.31
	VISA	POOL SIGNS	89.34
		TOTAL	2,247.28

CEMETERY	ACE-N-MORE	RECYCLING CART PARTS/SHOP TOOLS	97.25
	ALLIANT ENERGY	ALLIANT ENERGY	114.75
	ARNOLD MOTOR SUPPLY	PART FOR DUMP TRUCK	37.94
	ATCO INTERNATIONAL	OIL ABSORBANT POWDER	167.76
	LOWRY EQUIPMENT	PARTS	354.40
	PATS SALES AND SERVICE	SEAT FOR MOWER	637.00
	VISA	OFFICE SUPPLIES	59.91
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	71.43
		TOTAL	1,540.44

FINAN ADMIN	ACE-N-MORE	OLD LIBRARY KEYS	5.16
	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	ALLIANT ENERGY	ALLIANT ENERGY	1,008.87
	ARMSTRONG HEATING & AIR CONDITIONING I	OLD LIBRARY AIR MAINTENANC	103.35
	CARSON PLUMBING & HEATING SRVS INC	WATER HEATER	798.99
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	138.68
	CUSTOM IMPRESSIONS INC	COUNCILOR APPREC PLACQUE	72.30
	FAREWAY STORES	SUPPLIES	59.95
	GOOGLE INC	MONTHLY SERVICE	212.50
	IGRAPHIX, INC	NOTEBOOK DIVIDERS	7.50
	PURCHASE POWER	POSTAGE METER	1,510.00
	QUILL	SUPPLIES	25.68
	WASH CHAMBER OF COMMERCE	THUR NITE LIVE - SERVICES/LEADER	1,505.00
	WASH COUNTY MINIBUS	LOST- JULY 2016	16,807.23
	WASHINGTON EVENING JOURNAL	DISPLAY & LEGAL ADVERTISIN	835.21
	WASHINGTON VOLUNTEER FIRE DEPARTMENT	SUPPLIES- REIMBURSEMENT	139.31
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	1,217.27
	YOUNGQUIST, MILLIE	DOWNTOWN CONF MASON CITY	308.07
		TOTAL	24,799.07

AIRPORT	ACE-N-MORE	SUPPLIES	68.94
	EASTERN AVIATION FUELS INC	FUEL	8,005.42
	HARRIS BOYZ HEATING & AIR LLC	REPAIR AIR	518.50
	JAMIESON, JEAN	CLEANING SERVICE	245.00
	VISA	YEARLY LISTING ON AIR NAV	102.00
	WEST LAWN CARE	MOWING AIRPORT	2,850.00
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	179.78
		TOTAL	11,969.64

ROAD USE	ALTORFER	ROLLER FOR COLD MIX	1,159.00
	ACE-N-MORE	SUPPLIES	218.24
	ARNOLD MOTOR SUPPLY	PARTS	24.02

	BINNS & STEVENS EXPLOSIVES INC	CALCIUM CHLORIDE	800.00
	CHEMSEARCH	SUPPLIES	105.08
	COBB OIL CO, INC.	FUEL	263.28
	HIWAY SERVICE CENTER	PARTS	184.85
	IDEAL READY MIX	F & JEFFERSON	6,348.00
	IOWA PRISON INDUSTRIES	SIGNS	170.72
	L L PELLING CO	PRE-MIX/RESTRIPE PAINTED PVMT	7,499.56
	LAWSON PRODUCTS INC	BRASS FITTINGS	438.92
	LOGAN CONTRACTORS SUPPLY, INC.	SEALANT	1,399.34
	PYRAMID SERVICES INC.	TAR POT	59.34
	TIFCO INDUSTRIES	PARTS AND TOOLS	491.80
		TOTAL	19,162.15
STREET LIGHTING	ACE-N-MORE	SUPPLIES	100.32
	ALLIANT ENERGY	ALLIANT ENERGY	9,743.71
		TOTAL	9,844.03
HOUSING REHAB	WASH CO TREASURER	420 W 6TH ST LOT PROPERT TAXES	302.00
		TOTAL	302.00
CAPITAL PROJECTS	DOUDS STONE LLC	TOW LOT	1,295.31
		TOTAL	1,295.31
INDUSTRIAL DEVELOP	WASH CO TREASURER	BUSINESS PARK, FARM PROP TAXES	2,746.00
		TOTAL	2,746.00
MUNICIPAL BUILDING	WASH CO TREASURER	LOTS FOR MUNI BLDG DEVELOP PROP TAX	4,178.00
		TOTAL	4,178.00
SIDEWALK REPAIR/REPLACE	ARDUSER, WENDELL	SIDEWALK REPLACEMENT PROGR	900.76
	HAHN, RONALD	SIDEWALK REPLACEMENT PROGR	699.36
	NEWMAN, RICHARD	SIDEWALK REPLACEMENT	45.52
		TOTAL	1,645.64
TREE COMMITTEE	CUSTOM IMPRESSIONS INC	PRINTING-TREE COMM.	10.00
	GEODE FORESTRY INC	SEEDLINGS - TREE COMMITTEE	100.00
	IOWA CITY LANDSCAPING	TREE	129.00
	MARSHALL, JOHN	SUPPLIES- TREE GIVEAWAY	72.00
	WASHINGTON EVENING JOURNAL	TREE COMMITTEE ADVERTISING	273.41
		TOTAL	584.41
LIBRARY GIFT	BAKER & TAYLOR	LIBRARY MATERIALS	74.36
	FAREWAY STORES	SUMMER SCHOOL SUPPLIES	23.98
	VISA	SUPPLIES & POSTAGE	47.89
	WEST MUSIC	PIANO TUNING	110.00
		TOTAL	256.23
WATER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	19,489.27
	COBB OIL CO, INC.	FUEL	32.23
	DEBLER, SAMANTHA	WATER DEPOSIT REFUND	118.17
	JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	13.50

KANNADA, JENNIFER	WATER DEPOSIT REFUND	52.12
LOTHRIDGE, MELISSA	WATER DEPOSIT REFUND	64.63
WAGNER, PAIGE	WATER DEPOSIT REFUND	122.40
WATER SOLUTIONS UNLIMITED	CHEMICALS	2,518.25
WINDSTREAM IOWA COMMUNICATIONS	SERVICE	97.88
	TOTAL	22,508.45

WATER DIST

ACE-N-MORE	SUPPLIES	110.25
ALLIANT ENERGY	ALLIANT ENERGY	24.14
ARNOLD MOTOR SUPPLY	PARTS	0.99
CERTIFIED LABORATORIES	SUPPLIES	377.70
CHEMSEARCH	SUPPLIES	170.00
COBB OIL CO, INC.	FUEL	400.08
GREINER DISCOUNT TIRES	TIRES	111.50
MIDWEST WHEEL	SINGLE TIRE WORK BENCH	34.99
RIVER PRODUCTS	BALLAST STONE	566.26
TITAN MACHINERY	SERVICE- FUSE PROBLEM	541.53
WELLINGTON, EARL	TOOLS AND PARTS	418.05
WINDSTREAM IOWA COMMUNICATIONS	SERVICE	91.06
	TOTAL	2,846.55

SEWER PLANT

ALLIANT ENERGY	ALLIANT ENERGY	438.62
ATCO INTERNATIONAL	GLOVES	136.47
COBB OIL CO, INC.	FUEL	51.79
HACH COMPANY	LAB TESTING SUPPLIES	312.89
KCII	EMPLOYMENT ADVERTISING	309.12
MINCER FORD	PARTS	207.18
STATE HYGIENIC LAB	NPDES 3RD ROUND TESTING FEE	914.00
SUPPLY WORKS	SUPPLIES	118.47
TELEDYNE ISCO, INC.	PUMP TUBING- TAX EXEMPT	229.00
VISA	DOG POUND AND OFFICE SUPPL	132.92
WINDSTREAM IOWA COMMUNICATIONS	SERVICE	240.05
	TOTAL	3,090.51

SEWER COLLECT

ALLIANT ENERGY	ALLIANT ENERGY	1,015.41
ARNOLD MOTOR SUPPLY	PARTS	30.72
CHEMSEARCH	SUPPLIES	399.42
COBB OIL CO, INC.	FUEL	285.54
GILLUND ENTERPRISES	SUPPLIES	210.98
HIWAY SERVICE CENTER	PARTS	55.70
IDEAL READY MIX	READY MIX	69.00
KIMBALL MIDWEST	SUPPLIES	330.31
WINDSTREAM IOWA COMMUNICATIONS	SERVICE	91.06
	TOTAL	2,488.14

ANIMAL CONTROL

VISA	DOG POUND AND OFFICE SUPPL	11.76
	TOTAL	11.76

SANITATION

RECYCLING SERVICES AGENCY	AUGUST RECYCLING	1,395.83
	TOTAL	1,395.83

TOTAL 147,405.53

**CITY OF WASHINGTON, IA
VISA Card Charges - 2016**

CLAIMS REPORT 08/16/2016

LIBRARY/LIBRARY GIFT
 HOBBY LOBBY - SUMMER SCHOOL SUPPLIES
 ENDICIA FEES - POSTAGE FEE
 WALMART - SUMMER SCHOOL AND DVD
 WALMART - OFFICE SUPPLIES
 WALMART - SUMMER SCHOOL SUPPLIES
 SUN*PUBLISHING COMPANY - 2 YEAR SUBSCRIPTION TO SUN MAGAZINE

PARK
 IN THE SWIM - CATALOG - POOL SIGNS
 SMARTSIGN - POOL SIGNS

12.58
 9.95
 33.83
 8.63
 17.44
 70.00

52.39
 37.44

152.43

89.83

POLICE
 KUM & GO - FUEL AMES
 AMERICINN- LODGING FOR BEN ALTENHOFEN - ALICE TRAINING
 AMERICINN - LODGING FOR BRIAN VANWILLIGEN - ALICE TRAINING

SEWER PLANT/SANITATION
 WALMART - OFFICE AND DOG POUND SUPPLIES

19.86
 72.80
 72.80

144.68

FIRE
 CASEYS - PIZZA FOR MEETING

CEMETERY
 WALMART - OFFICE SUPPLIES

165.46
 171.09

144.68

59.91

171.09

59.91

AIRPORT
 AIRNAV - BASIC LISTING ON AIRNAV.COM (ONE YEAR)

102.00

102.00

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CITY OF WASHINGTON
MONTH TO DATE TREASURERS REPORT
JULY 31, 2016

FUND	7/1/2016	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	7/31/2016
	BEGINNING CASH BALANCE					ENDING CASH BALANCE
001-GENERAL FUND	1,000,000.00	122,527.39	-	525,119.12	-	597,408.27
002-AIRPORT FUND	225,517.92	8,945.00	-	46,937.93	-	187,524.99
010-CHAMBER REIMBURSEMENT	1,054.05	4,938.24	-	6,527.59	-	(535.30)
011-MAIN STREET REIMBURSEMENT	632.45	3,968.56	-	5,149.70	-	(548.69)
012-WEDG REIMBURSEMENT	-	6,491.09	-	8,734.62	-	(2,243.53)
110-ROAD USE	810,566.76	68,480.01	-	63,591.33	-	815,455.44
112-EMPLOYEE BENEFITS	-	7,323.54	-	7,323.54	-	-
114-EMERGENCY LEVY	-	651.08	-	651.08	-	-
121-LOCAL OPTION SALES TAX	-	67,228.91	-	67,228.91	-	-
134-URBAN RENEWAL AREA #7	629.22	-	-	-	-	629.22
145-HOUSING REHABILITATION	51,031.80	-	-	210.00	-	50,821.80
146-LMI TIF SET-ASIDE	56,983.87	-	-	-	-	56,983.87
200-DEBT SERVICE	4,963.94	24,520.33	-	19,090.39	-	10,393.88
300-CAPITAL EQUIPMENT	291,396.04	-	-	28,990.39	-	262,405.65
301-CAPITAL PROJECTS FUND	718,877.81	213,245.13	-	131,761.75	-	800,361.19
305-RIVERBOAT FOUND CAP PROJ	94,827.75	-	-	-	-	94,827.75
308-INDUSTRIAL DEVELOPMENT	478,750.29	8.07	-	7,248.00	-	471,510.36
309-MUNICIPAL BUILDING	626,831.76	-	-	-	-	626,831.76
310-WELLNESS PARK	25,569.41	-	-	-	-	25,569.41
311-SIDEWALK REPAIR & REPLACE	63,332.31	-	-	5,479.16	-	57,853.15
312-TREE REMOVAL & REPLACE	15,000.00	-	-	-	-	15,000.00
510-MUNICIPAL BAND	1,018.70	-	-	-	-	1,018.70
520-DOG PARK	4,420.76	-	-	-	-	4,420.76
530-TREE COMMITTEE	7,458.99	-	-	-	-	7,458.99
540-POLICE FORFEITURE	486.75	-	-	-	-	486.75
545-SAFETY FUND	700.00	-	-	-	-	700.00
550-PARK GIFT	149,393.47	0.89	-	1,584.04	-	147,810.32
570-LIBRARY GIFT	26,542.94	98.00	-	419.34	-	26,221.60
580-CEMETERY GIFT	43,572.06	-	-	55.00	-	43,517.06
590-CABLE COMMISSION	8,761.14	-	-	-	-	8,761.14
600-WATER UTILITY	1,142,357.16	158,044.84	-	158,429.58	-	1,141,972.42
601-WATER DEPOSIT FUND	20,740.00	1,050.00	-	1,650.00	-	20,140.00
603-WATER CAPITAL PROJECTS	-	117,578.82	-	117,578.82	-	-
610-SANITARY SEWER	680,392.61	180,294.90	-	141,688.41	-	718,999.10
613-SEWER CAPITAL PROJECTS	207,445.04	-	-	2,149.26	-	205,295.78
670-SANITATION	126,556.87	31,057.94	-	32,671.95	-	124,942.86
910-LIBRARY TRUST	218,673.55	19.79	-	-	-	218,693.34
950-SELF INSURANCE	175,016.97	1,762.93	-	3,525.79	-	173,254.11
951-UNEMPLOYMENT SELF INS	109.67	211.64	-	-	-	321.31
TOTAL BALANCE	7,279,612.06	1,018,447.10	-	1,383,795.70	-	6,914,263.46

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	940,859.52 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	257,035.67	0.01%
Investment in IPAIT	1,487,856.33	0.01%
Wash St Bank - Library Acct	167,722.07	0.01%
Wash St - Farm Mgmt Acct	57,105.33	
Wash St Bank - CD - 1/9/13 - renewed	500,000.00	0.75%
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	502,326.34	0.62%
CBI Bank & Trust - CD - 2/19/2016	501,008.20	0.82%
IPAIT CD - 3/9/2016	500,000.00	1.00%
IPAIT CD - 6/7/2016	500,000.00	0.82%
TOTAL CASH IN BANK	6,914,263.46	

(1) Washington State Bank	1,020,144.75
Outstanding Deposits & Checks	(79,285.23)
	<u>940,859.52</u>

CITY OF WASHINGTON
YEAR TO DATE TREASURERS REPORT
JULY 31, 2016

FUND	7/1/2016 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	7/31/2016 ENDING CASH BALANCE
001-GENERAL FUND	1,000,000.00	122,527.39	-	525,119.12	-	597,408.27
002-AIRPORT FUND	225,517.92	8,945.00	-	46,937.93	-	187,524.99
010-CHAMBER REIMBURSEMENT	1,054.05	4,938.24	-	6,527.59	-	(535.30)
011-MAIN STREET REIMBURSEMENT	632.45	3,968.56	-	5,149.70	-	(548.69)
012-WEDG REIMBURSEMENT	-	6,491.09	-	8,734.62	-	(2,243.53)
110-ROAD USE	810,566.76	68,480.01	-	63,591.33	-	815,455.44
112-EMPLOYEE BENEFITS	-	7,323.54	-	7,323.54	-	-
114-EMERGENCY LEVY	-	651.08	-	651.08	-	-
121-LOCAL OPTION SALES TAX	-	67,228.91	-	67,228.91	-	-
134-URBAN RENEWAL AREA #7	629.22	-	-	-	-	629.22
145-HOUSING REHABILITATION	51,031.80	-	-	210.00	-	50,821.80
146-LMI TIF SET-ASIDE	56,983.87	-	-	-	-	56,983.87
200-DEBT SERVICE	4,963.94	24,520.33	-	19,090.39	-	10,393.88
300-CAPITAL EQUIPMENT	291,396.04	-	-	28,990.39	-	262,405.65
301-CAPITAL PROJECTS FUND	718,877.81	213,245.13	-	131,761.75	-	800,361.19
305-RIVERBOAT FOUND CAP PROJ	94,827.75	-	-	-	-	94,827.75
308-INDUSTRIAL DEVELOPMENT	478,750.29	8.07	-	7,248.00	-	471,510.36
309-MUNICIPAL BUILDING	626,831.76	-	-	-	-	626,831.76
310-WELLNESS PARK	25,569.41	-	-	-	-	25,569.41
311-SIDEWALK REPAIR & REPLACE	63,332.31	-	-	5,479.16	-	57,853.15
312-TREE REMOVAL & REPLACE	15,000.00	-	-	-	-	15,000.00
510-MUNICIPAL BAND	1,018.70	-	-	-	-	1,018.70
520-DOG PARK	4,420.76	-	-	-	-	4,420.76
530-TREE COMMITTEE	7,458.99	-	-	-	-	7,458.99
540-POLICE FORFEITURE	486.75	-	-	-	-	486.75
545-SAFETY FUND	700.00	-	-	-	-	700.00
550-PARK GIFT	149,393.47	0.89	-	1,584.04	-	147,810.32
570-LIBRARY GIFT	26,542.94	98.00	-	419.34	-	26,221.60
580-CEMETERY GIFT	43,572.06	-	-	55.00	-	43,517.06
590-CABLE COMMISSION	8,761.14	-	-	-	-	8,761.14
600-WATER UTILITY	1,142,357.16	158,044.84	-	158,429.58	-	1,141,972.42
601-WATER DEPOSIT FUND	20,740.00	1,050.00	-	1,650.00	-	20,140.00
603-WATER CAPITAL PROJECTS	-	117,578.82	-	117,578.82	-	-
610-SANITARY SEWER	680,392.61	180,294.90	-	141,688.41	-	718,999.10
613-SEWER CAPITAL PROJECTS	207,445.04	-	-	2,149.26	-	205,295.78
670-SANITATION	126,556.87	31,057.94	-	32,671.95	-	124,942.86
910-LIBRARY TRUST	218,673.55	19.79	-	-	-	218,693.34
950-SELF INSURANCE	175,016.97	1,762.93	-	3,525.79	-	173,254.11
951-UNEMPLOYMENT SELF INS	109.67	211.64	-	-	-	321.31
TOTAL BALANCE	7,279,612.06	1,018,447.10	-	1,383,795.70	-	6,914,263.46

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	940,859.52 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	257,035.67	0.01%
Investment in IPAIT	1,487,856.33	0.01%
Wash St Bank - Library Acct	167,722.07	0.01%
Wash St - Farm Mgmt Acct	57,105.33	
Wash St Bank - CD - 1/9/13 - renewed	500,000.00	0.75%
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	502,326.34	0.62%
CBI Bank & Trust - CD - 2/19/2016	501,008.20	0.82%
IPAIT CD - 3/9/2016	500,000.00	1.00%
IPAIT CD - 6/7/2016	500,000.00	0.82%
TOTAL CASH IN BANK	6,914,263.46	

(1) Washington State Bank	1,020,144.75
Outstanding Deposits & Checks	(79,285.23)
	<u>940,859.52</u>



Form 517007 {5-2016}
Office of Local Systems
Ames, IA 50010

City Name
WASHINGTON
City Number
8171

City Street Financial Report

Report Generated
8/9/2016 4:29 PM
Fiscal Year
2016
Sheet
1 of 9

Cover Sheet

Now therefore let it be resolved that the city council WASHINGTON, Iowa
(City Name)

On _____ did hereby approve and adopt the annual
(month/day/year)

City Street Financial Report from July 1, 2015 to June 30, 2016
(Year) (Year)

Contact Information

Name	E-mail Address	Street Address	city	ZIP Code
Kelsey Brown	kbrown@washingtoniowa.net	215 East Washington	Washington	52353-0000
Hours	Phone	Extension	Phone(Alternative)	
8:00 A.M.-5:00 P.M.	319-653-6584	0000000122	319-653-6585	

Preparer Information

Name	E-mail Address	Phone	Extension
Kelsey Brown	kbrown@washingtoniowa.net	319-653-6584	0000000122

Mayor Information

Name	E-mail Address	Street Address	city	ZIP Code
Sandra Johnson - Mayor	sjohnson@washingtoniowa.net	215 East Washington	Washington	52353-0000
Phone	Extension			
319-653-6584				

Resolution Number _____

Signature Mayor

Signature City Clerk



Form 517007 {5-2016}
Office of Local Systems
Ames, IA 50010

City Name
WASHINGTON
City Number
8130

City Street Financial Report

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8/9/2016 4:29 PM
Fiscal Year
2016
Page
2 of 9

Summary Statement Sheet

Column 1 Column 2 Column 3 Column 4
Road use Other Steeet Street Debt Totals
Tax Fund Monies

Round Figures to Nearest Dollars

A. BEGINNING BALANCE				
Column 1	Column 2	Column 3	Column 4	
Road use	Other Steeet	Street Debt	Totals	
Tax Fund	Monies			
1. July 1 Balance	\$79,186	\$595,698	\$1,005,489	\$1,680,373
2. Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3. Adjusted Balance	\$79,186	\$595,698	\$1,005,489	\$1,680,373
B. REVENUES				
1. Road Use Tax	\$897,927			\$897,927
2. Property Taxes		\$0	\$0	\$0
3. Special Assessments		\$0	\$0	\$0
4. Miscellaneous		\$122,725	\$0	\$122,725
5. Proceeds from Bonds, Notes, and Loans		\$0	\$250,000	\$250,000
6. Interest Earned		\$0	\$0	\$0
7. Total Revenues (Lines B1 thru B6)	\$897,927	\$122,725	\$250,000	\$1,270,652
C. Total Funds Available (Line A3 + Line B7)				
	\$977,113	\$718,423	\$1,255,489	\$2,951,025

Column 1 Column 2 Column 3 Column 4
Road use Other Steeet Street Debt Totals
Tax Fund Monies

Round Figures to Nearest Dollars

EXPENSES				
Column 1	Column 2	Column 3	Column 4	
Road use	Other Steeet	Street Debt	Totals	
Tax Fund	Monies			
D. Maintenance				
1. RoadWay Maintenance	\$763,826	\$0	\$0	\$763,826
2. Snow and Ice Removal	\$26,037	\$0	\$0	\$26,037
E. Construction, Reconstruction and Improvements				
1. Engineering	\$8,863	\$0	\$0	\$8,863
2. Right of Way Purchased	\$0	\$0	\$0	\$0
3. Street/Bridge Construction	\$0	\$0	\$0	\$0
4. Traffic Services	\$0	\$0	\$0	\$0
F. Administration	\$86,243	\$0	\$0	\$86,243
G. Equipment	\$0	\$0	\$0	\$0
H. Miscellaneous	\$0	\$0	\$0	\$0
J. street Debt				
1. Bonds, Notes and Loans -Principal Paid	\$0	\$0	\$820,142	\$820,142
2. Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$32,683	\$32,683
TOTALS				
K. Total Expenses (Lines D thru J)	\$884,969	\$0	\$852,825	\$1,737,794
L. Ending Balance (Line C-K)	\$92,144	\$718,423	\$402,664	\$1,213,231
M. Total Funds Accounted For (K + L = C)	\$977,113	\$718,423	\$1,255,489	\$2,951,025

City Street Financial Report

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City Name
WASHINGTON
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Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
173---Reimbursement For Damages	\$5,500.00	\$0.00
190---Other Miscellaneous	\$13,297.00	\$0.00
194---General Fund Transfers	\$103,928.00	\$0.00
Line B4 Totals	\$122,725.00	\$0.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
Line H Totals		

City Street Financial Report

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Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	101	06/04/2008	\$1,829,160	100	2018	\$737,420	\$620,250	\$25,277	\$620,250	\$25,277	\$117,170
<input type="checkbox"/>	General Obligation	Street Improvements	102	07/02/2012	\$250,000	100	2017	\$100,000	\$50,000	\$1,490	\$50,000	\$1,490	\$50,000
<input type="checkbox"/>	General Obligation	Street Improvements	103	07/01/2013	\$250,000	100	2018	\$148,714	\$50,000	\$1,115	\$50,000	\$1,115	\$98,714
<input type="checkbox"/>	General Obligation	Street Improvements	104	07/01/2014	\$250,000	100	2019	\$199,568	\$49,892	\$2,644	\$49,892	\$2,644	\$149,676
<input checked="" type="checkbox"/>	General Obligation	Street Improvements	105	07/21/2015	\$250,000	100	2019	\$250,000	\$50,000	\$2,157	\$50,000	\$2,157	\$200,000
New Bond Totals					\$250,000	\$250,000	Totals	\$1,435,702	\$820,142	\$32,683	\$820,142	\$32,683	\$615,560

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Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Check here if there are no entities for this year

Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
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Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
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City Street Financial Report

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City Name
WASHINGTON
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5140

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
340	2011	Vacstar Vactrailer VS800DT	\$16,375	\$0		\$0		Yes	NOCH
113	1998	GMC C7500 dump truck	\$0	\$0		\$0		Yes	NOCH
337	1970	Massey Ferguson tractor	\$0	\$0		\$0		Yes	NOCH
330	2011	John Deere 310SJ back hoe	\$79,000	\$0		\$0		Yes	NOCH
155	2003	EDCO concrete grinder	\$0	\$0		\$0		Yes	NOCH
144	1986	Chevrolet tank truck	\$0	\$0		\$0		Yes	NOCH
139	1988	Cimline concrete saw	\$0	\$0		\$0		Yes	NOCH
134	2001	Caterpillar grader	\$0	\$0		\$0		Yes	NOCH
133	1997	John Deere loader	\$0	\$0		\$0		Yes	NOCH
132	1950	Massey-Harris tractor	\$0	\$0		\$0		Yes	NOCH
131	2001	John Deere loader	\$0	\$0		\$0		Yes	NOCH
117	2000	GMC C7500 dump truck	\$0	\$0		\$0		Yes	NOCH
111	1995	Ford F700 dump truck	\$0	\$0		\$0		Yes	NOCH
104	2002	Ford F150 Ext pick up	\$0	\$0		\$0		Yes	NOCH
103	2002	Ford F250 pick up	\$0	\$0		\$0		Yes	NOCH
102	2001	For F150 XLT pick up	\$0	\$0		\$0		Yes	NOCH
1051	2007	EZ Liner streetline painter	\$0	\$0		\$0		Yes	NOCH
1061	1996	Berry tar kettle	\$0	\$0		\$0		Yes	NOCH
631	1986	Sullair air compressor	\$0	\$0		\$0		Yes	NOCH



Form 517007 {5-2016}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

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City Number
4130

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
119	2009	International 7400 dump truck		\$0	\$0		\$0	Yes	NOCH
004	1997	Ford F-150		\$0	\$0		\$0	Yes	NOCH
301	2007	Ford F-550 dump truck		\$0	\$0		\$0	Yes	NOCH
302	1996	Ford F-250		\$0	\$0		\$0	Yes	NOCH
303	2001	Ford F-150		\$0	\$0		\$0	Yes	NOCH
304	1990	Ford F-250		\$0	\$0		\$0	Yes	NOCH
311	1992	International 4900 dump truck		\$0	\$0		\$0	Yes	NOCH
335	1998	Sewer Equip - sewer jet		\$0	\$0		\$0	Yes	NOCH
601	2007	Ford F-550 dump truck		\$0	\$0		\$0	Yes	NOCH
602	1989	Ford F-250 utility box		\$0	\$0		\$0	Yes	NOCH
611	2000	GMC C-7500 dump truck		\$0	\$0		\$0	Yes	NOCH
630	2011	John Deere 310SJ backhoe	\$79,000	\$0	\$0		\$0	Yes	NOCH
635	1994	Homelite generator		\$0	\$0		\$0	Yes	NOCH
137	2010	Elgin Pelican Sweeper	\$133,000	\$0	\$0		\$0	Yes	NOCH
105	2013	Chevrolet 2500HD Silverado 4X4	\$26,478	\$0	\$0		\$0	Yes	NOCH
1050	2013	EZ Liner Street Painter - walk behind	\$3,197	\$0	\$0		\$0	Yes	NOCH
	2000	International 4900	\$7,750	\$0	\$0		\$0	Yes	NOCH
	1999	International Dump Truck	\$19,500	\$0	\$0		\$0	Yes	NOCH
340	2011	Vacstar Vactrailer VS800DT	\$16,375	\$0	\$0		\$0	Yes	NOCH
	2015	Ford F250 flatbed	\$26,316	\$0	\$0		\$0	Yes	NEW



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Office of Local Systems
Ames, IA 50010

City Name
WASHINGTON
City Number
0000

City Street Financial Report

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Explanation Sheet

Comments

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City Street Financial Report

City Name
WASHINGTON

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Monthly Payment Sheet

Month	Road Use tax Payments
July	\$74,711.75
August	\$100,645.03
September	\$89,269.26
October	\$68,283.36
November	\$77,672.90
December	\$78,401.68
January	\$65,344.90
February	\$75,101.62
March	\$77,045.66
April	\$53,435.23
May	\$57,510.06
June	\$80,505.45
Totals	\$897,926.90

RESOLUTION NO. 2016-

A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDS

WHEREAS, the City Council recognizes the importance of historic preservation in our community; and

WHEREAS, to this end, the City has created and supported a Historic Preservation Commission; and

WHEREAS, the Historic Preservation Commission is interested in research and preparation of a nomination for the West Side Residential Historic District and has indicated interest in applying for a CLG grant to this end:

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

The City Council endorses the submission of a Certified Local Government grant application for research and preparation of a nomination of the West Side Residential Historic District to the National Register of Historic Places.

The City Council agrees that the City of Washington will receive, manage, and disperse the grant funds when available.

PASSED AND APPROVED this 16th day of August, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk



**Washington Police Department
215 E. Washington
Washington, IA 52353**



Chief of Police Greg Goodman
Investigator/Lt. Shawn Ellingson
Lieutenant Ron See
Lieutenant Lyle Hansen

phone: 319-653-2256
Tip: 800-847-7492
Fax: 319-653-2317

8/12/2016

TO: Mayor and City Council
From: Chief of Police
RE: Requested patrol vehicle

Lt. Ron See has done a lot of research and determined in his case the best fit would be the Ford Explorer Interceptor Police Pursuit Vehicle. Lt. See has been driving a 2010 Ford Crown Victoria and just before Ragbrai the engine expired a total failure and that vehicle is now out of service.

We asked for and received a bid from Capper Auto for a Ford Explorer of \$25,147.10. Delivery time for this vehicle is four (4) to six (6) months.

We have received bid from Keltek for the upfit on the vehicle of \$5,596.21.

The total price for the vehicle and upfit from Capper Auto is \$30,743.31.

Thank you

Greg L. Goodman
Chief of Police
Washington, IA. 52353

CAPPER Auto

CNGP530

VEHICLE ORDER CONFIRMATION

06/27/16 17:22:36

==>

Dealer: F41772

2017 EXPLORER 4-DOOR

Page: 1 of 1

Order No: 9999 Priority: H3 Ord FIN: QF269 Order Type: 5B Price Level: 725

Ord Code: 500A Cust/Flt Name: CITY OF WASIN PO Number:

	RETAIL	DLR INV	RETAIL	DLR INV
K8A 4DR AWD POLICE	\$31510	\$30407.00	SP DLR ACCT ADJ	\$(1269.00)
.112.6" WB			SP FLT ACCT CR	(873.00)
YZ OXFORD WHITE			FUEL CHARGE	4.10
9 CLTH BKTS/VNL R			B4A NET INV FLT OPT	NC 7.00
W EBONY BLACK			DEST AND DELIV	945 945.00
500A EQUIP GRP			TOTAL BASE AND OPTIONS	32680 29435.10
.PREM SINGLE CD			TOTAL	32680 29435.10
99R .3.7L V6 TIVCT	NC	NC	*THIS IS NOT AN INVOICE*	
44C .6-SPD AUTO TRAN	NC	NC	*TOTAL PRICE EXCLUDES COMP PRICE ALLOW*	
60R NOISE SUPPRESS	100	95.00		
794 PRICE CONCESSN				
REMARKS TRAILER				
86P FRT LMP HOUSING	125	119.00		
FLEX-FUEL				
153 FRT LICENSE BKT	NC	NC		

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

F9=View Trailers

S099 - PRESS F4 TO SUBMIT

QC20177

fmcdealr@MININT-CP9HFOP

Jun 27, 2016 4:22:56 PM

#29,435.10

(4,288.00) GPC

#25,147.10

Ends 8/31/16
Vehicle must be ordered

Which this is my net - net. Actual cost.

Attn: Nick



QUOTATION

Quote Number: 12208A

Quote Date: 08/9/2016

Main Phone: 641-227-2222

Email: sales@keltekinc.com

Address: PO Box 14 Baxter, IA 50028

Quote Total: 5,596.21

Quoted To:

Washington Police
215 E Washington St

Washington
IA 52353

Ph: 319-653-2256

Deliver To:

Washington Police
215 E Washington St

Washington
IA 52353

Quote Notes:

Account	Customer Contact	Order Ref	Terr	Rep	Quote Valid for:	
100781	Greg Goodman	2017 FORD SUV	2	CK	30 Days	
Item Code	Item Description	Quantity	List	Disc %	Unit Price	Line Total
	Ron See, 319-591-6030, RSee@washingtioniowa.net Installation of 2017 Ford SUV Interceptor (color?) Removal of 2010 Crown Vic, Unit 92 Reuse: Cencom Gold Controller, Camera Digital Ally DVM500+ Radio 2 (1) Motorola XTL2500 & (1) Kenwood Radar MPH B3 - 990653 Slimlighter (2) from Crown Vic and place rear side windows Modify R/B to RR and the other to BB Customer provide: Cencom Gold siren light controller Siren Light Controller, Remote Mt, Inter- 5 Hrs	1.00	\$0.00	0.00	\$0.00	\$0.00
REUSE CONTROLLER	REUSE LIGHT CONTROLLER					
	Reuse Cencom Gold Siren Speaker(s) and Bracket(s) - 1 Hrs	1.00	\$328.00	43.00	\$186.96	\$186.96
SA315P	SA315P SPEAKER, BLACK PLASTIC	1.00	\$41.00	43.00	\$23.37	\$23.37
SAK52	Ford Interceptor SUV -2013-16 Driver Side - Lower Grille Ford Explorer, 2014-2016 Lighting, Headlights - 1.5 Hrs **vehicle ordered with option 60A**	1.00	\$129.00	43.00	\$73.53	\$73.53
SSFFP16	Headlight Flasher 16 SUV Interceptor SUV - Vehicle must be orderd with option 60A Lighting, Grill - 1.5 Hrs	1.00	\$234.00	43.00	\$133.38	\$266.76
I3JC	TRIO ION R/B W/ WHT OVERRIDE Lighting, Fog Lights - 1.5 Hrs None Lighting, Front Corners - 1 Hrs	2.00	\$234.00	43.00	\$133.38	\$266.76
I3JC	TRIO ION R/B W/ WHT OVERRIDE Lighting, Front Sides - 1 Hrs None Lighting, Mirrors - 4 Hrs None Lighting, Spot Light Upgrade - .5 Hrs None Lighting, Lower Windshield - 1 Hrs None Lighting, Upper Windshield - 1 Hrs	2.00				



QUOTATION

Main Phone: 641-227-2222

Email: sales@keltekinc.com

Account	Order Ref	Whse	Terr	Rep	Our Order No.	Quote Valid for
100781	2017 FORD SUV	MAIN	2	CK	12208A	30 Days
Item Code	Item Description	Quantity	List	Disc %	Unit Price	Line Total
SLPMMRB	SLIMLIGHTER SUPER-LED RED/BLU <i>Lighting, Light Bar - 3 Hrs</i> <i>None</i> <i>Lighting, Mid Sides - 2 Hrs</i> <i>None</i> <i>Lighting, Rear Sides - 2.5 Hrs</i> <i>Use 2 slim lights from Back of Crown Vic here</i> <i>Reuse Slimlighter from Crown Vic, change modules to all red and all blue</i>	1.00	\$403.00	43.00	\$229.71	\$229.71
REUSE IONS	REUSE IONS <i>Lighting, Lower Deck/Hatch - 2 Hrs</i> <i>None</i> <i>Lighting, Upper Deck/Hatch - 2 Hrs</i>	1.00	\$0.00	0.00	\$0.00	\$0.00
SLPMMRB	SLIMLIGHTER SUPER-LED RED/BLU <i>Lighting, Rear Tail Lights - 2 Hrs</i>	2.00	\$403.00	43.00	\$229.71	\$459.42
VTX609R	VERTEX SUPER-LED LIGHT RED <i>Lighting, Backup Lights - 1.5 Hrs</i>	2.00	\$135.00	43.00	\$76.95	\$153.90
VTX609C	VERTEX SUPER-LED LIGHT WHITE <i>Lighting, Trunk/Endgate - 2.5 Hrs</i> <i>None</i> <i>Push Bumper -4 Hrs</i> <i>None</i> <i>Push Bumper Wrap -1 Hrs</i> <i>None</i> <i>Push Bumper Lighting -1 Hr</i> <i>None</i> <i>Equipment Console - 1 Hr</i>	2.00	\$135.00	43.00	\$76.95	\$153.90
C-VS-1400-INUT-H	2013-2016 Ford Interceptor Utility Police Vehicle Specific 14 in Console - Housing Only	1.00	\$288.75	43.00	\$164.59	\$164.59
C-EB40-CCS-1P	1-Piece Equipment Mounting Bracket, 4" Mounting Space, F its Whelen Cencom Ccsrn, Customer wants controller mounted in headliner	1.00	\$32.55	43.00	\$18.55	\$18.55
C-EB25-XTL-1P	2.5" Equip. Mounting Brkt. (1 PC) - Motorola XLT2500 XLT5000-05, APX-7500	1.00	\$29.40	43.00	\$16.76	\$16.76
C-LP3-PS2	3 Lighter plug outlet w/2 switch cut outs - 2"	1.00	\$52.50	43.00	\$29.93	\$29.93
091-219	Dual port USB, fits into switch slot on bracket, LED indic., 3 Amps Max - IPAD/IPHO	1.00	\$40.00	0.00	\$40.00	\$40.00
C-SW-B	Switch blank	1.00	\$5.25	43.00	\$2.99	\$2.99
C-AP-0325	3 in accessory pocket, 2.5 in deep	1.00	\$48.30	43.00	\$27.53	\$27.53

Continued...



QUOTATION

Main Phone: 641-227-2222

Email: sales@keltekinc.com

Account	Order Ref	Whse	Terr	Rep	Our Order No.	Quote Valid for
100781	2017 FORD SUV	MAIN	2	CK	12208A	30 Days
Item Code	Item Description	Quantity	List	Disc %	Unit Price	Line Total
C-CUP2-I	Internal cup holders - 4"	1.00	\$44.10	43.00	\$25.14	\$25.14
C-FP-1	1 in Filler Plate	2.00	\$11.55	43.00	\$6.59	\$13.17
C-FP-05	1/2 in Filler Plate	1.00	\$11.55	43.00	\$6.58	\$6.58
MMSU-1	Single Unit Magnetic Mic Mount	1.00	\$26.83	0.00	\$26.83	\$26.83
C-MCB	Mic clip bracket	2.00	\$14.70	43.00	\$8.38	\$16.76
REUSE COMPUTER	REUSE COMPUTER (LAPTOP/ TABLET) <i>Reuse Lenovo Thinkpad</i> <i>Computer Dock - 1 Hr</i> <i>Confirm reuse</i> <i>Computer, Antenna - 1 Hr</i> <i>None using WiFi</i> <i>Computer, Mounting - 2.5 Hrs</i>	1.00	\$0.00	0.00	\$0.00	\$0.00
7170-0148	Kit, Ford Utility Police Interceptor, Pedestal <i>Mobile Printer - .25 Hrs</i> <i>Reuse Printer</i>	1.00	\$671.00	37.75	\$417.70	\$417.70
REUSE PRINTER	REUSE PRINTER <i>Mobile Printer, Mounting - 1 Hr</i> <i>No front partition will need to be an arm rest solution</i>	1.00	\$0.00	0.00	\$0.00	\$0.00
C-ARM-104	Molded armrest to mount to trak-mount base	1.00	\$155.45	43.00	\$88.61	\$88.61
C-PM-109	Brother printer mount <i>Imaging Scanner - .5 Hrs</i> <i>None</i> <i>Camera - 4 Hrs</i> <i>Reuse camera, make and model needed</i>	1.00	\$157.50	43.00	\$89.78	\$89.78
REUSE CAMERA	Reuse Camera <i>Radar -2 Hr</i> <i>Reuse Radar, make and model needed</i> <i>Radio 1 and Antenna(s) - 2 Hrs</i> <i>Reuse Radio, make and model needed (confirm equip bracket)</i>	1.00	\$0.00	0.00	\$0.00	\$0.00
REUSE RADIO	Reuse Radio	1.00	\$0.00	0.00	\$0.00	\$0.00
MB8U	Laird Antenna - 0-1000 MHz, 3/4" Brass Mt, 17' RG58 coax cable. Connector not included	1.00	\$11.16	0.00	\$11.16	\$11.16
QWB152	VHF Antenna -152-162-MHZ BLACK Ground Plane - 18"	1.00	\$9.48	0.00	\$9.48	\$9.48
RFU-505	UHF MALE CRIMP CONNECTOR <i>Radio 2 and Antenna(s) -2 Hrs</i> <i>None</i> <i>Radio, Scanner and Antenna(s) -2 Hr</i> <i>None</i> <i>Radio, Vehicular Repeater and Antenna(s) -2 Hrs</i>	1.00	\$2.40	0.00	\$2.40	\$2.40

Continued...



QUOTATION

Main Phone: 641-227-2222

Email: sales@keltekinc.com

Account	Order Ref	Whse	Terr	Rep	Our Order No.	Quote Valid for
100781	2017 FORD SUV	MAIN	2	CK	12208A	30 Days
Item Code	Item Description	Quantity	List	Disc %	Unit Price	Line Total
	<i>None</i>					
	<i>Radio, AVL and Antenna(s) - 3 Hrs</i>					
	<i>None</i>					
	<i>Radio, CB and Antenna(s) - 2 Hrs</i>					
	<i>None</i>					
	<i>Prisoner Transport, Front -2 Hrs</i>					
	<i>None</i>					
	<i>Prisoner Transport, Rear -2 Hrs</i>					
	<i>None</i>					
	<i>Prisoner Transport, Window Guards -2 Hrs</i>					
	<i>None</i>					
	<i>Prisoner Transport, Seat Replacement -2 Hrs</i>					
	<i>None</i>					
	<i>Prisoner Transport, Seat Belt System -1 Hr</i>					
	<i>None</i>					
	<i>Weapon(s) Mounting, (1) - 1.5 Hrs</i>					
	<i>None</i>					
	<i>Flashlight, (1) - .5 Hrs</i>					
	<i>Reuse flashlight, make and model needed</i>					
REUSE FLASHLIGHT	REUSE FLASHLIGHT	1.00	\$0.00	0.00	\$0.00	\$0.00
	<i>Vehicle Control Module, (1) -2.5 Hrs</i>					
	<i>None</i>					
	<i>Power Management, Distribution</i>					
POWER MANAGEMENT KIT	Kit includes all components to complete power management system (fuses, relay, etc)	1.00				
CG-X	Chargeguard-select order CGX100	1.00	\$99.00	0.00	\$99.00	\$99.00
185080F	BUSS HI-AMP CIRCUIT BREAKER, SWITCHABLE WITH A MANUAL TRIP PUSH BUTTON	2.00	\$28.91	0.00	\$28.92	\$57.83
V23232D0001X001	75 AMP Relay	2.00	\$25.40	0.00	\$25.41	\$50.81
15600-12-21	ATC FUSE PANEL W/ GROUNDING PAD, 12 POSITION	2.00	\$15.15	0.00	\$15.15	\$30.30
HHF	3-20 AMP ATC FUSE HOLDER W/ COVER	2.00	\$1.79	0.00	\$1.79	\$3.57
	<i>Equipment Tray -1 Hr</i>					
TK0476ITU12	Setina Easy Lift Cargo Deck w/ Lower Tray, Extended, fits 13-17 Interceptor Utility	1.00	\$499.00	17.75	\$410.43	\$410.43
SH	Shipping and Handling Fee - Billed at time of invoice unless otherwise specified	1.00	\$250.00	0.00	\$250.00	\$250.00

Continued...



QUOTATION

Main Phone: 641-227-2222

Email: sales@keltekinc.com

Account	Order Ref	Whse	Terr	Rep	Our Order No.	Quote Valid for
100781	2017 FORD SUV	MAIN	2	CK	12208A	30 Days
Item Code	Item Description	Quantity	List	Disc %	Unit Price	Line Total
INSTALL - KELTEK	Installation at KELTEK	36.00	\$65.00	20.00	\$52.00	\$1872.00

Complete Shipments vs Partial -KELTEK only ships complete orders unless partials are specifically requested (shipments may be from multiple manufacturers). Partial shipments may result in multiple shipments and multiple invoices with payment terms starting at time of invoice.

Returns: Special order item sales are final. Returns need to be completed within 90 days of invoice. All returns are subject to a 50% restocking fee or a replacement order of 1.5 times the original order amount. Items need to be unopened and in original packaging. Please contact your inside sales rep for RA information.

Warranty: Please contact your inside sale rep for details.

Payment Methods: KELTEK accepts cash, check, Visa or Mastercard. There is a 2.31% processing fee for use of a credit card. Prepayment required if new account or no terms.

Subtotal:	5,596.21
Sales Tax:	0.00
Grand Total:	5,596.21

Brent Hinson

From: Nick Pacha
Sent: Saturday, August 06, 2016 11:41 AM
To: Brent Hinson
Subject: Pool bath house replacement

Brent, I talked with Nick Brenneman from Brenneman builders who had the lowest bid on the pool house roof replacement and told him the concerns of the council with the Owens Corning shingles. He was very confident in the quality of the Owens Corning shingles. He said many companies in the area are putting those shingles on exclusively. The landmark Certain Teed shingles were the ones several years ago that had all the warranty issues. He said the Owens Corning has sure nail technology which reinforces the area where the nails go to help increase the wind resistance to up to 130mph. The Owens Corning he quoted is the Duration series. This is a middle of the road shingle which he has had good luck with and the next level up doesn't really make sense as it is a lot more expensive and only gets a 10 year longer pro-rated warranty. I didn't get a chance to talk with Washington Lumber yet. I can talk to them on Monday Aug. 15 when I get back and let you know what they say.

Brenneman said if we wanted to go with landmark shingles he could do that it would be \$200 more total from his previous bid. Let me know if you have any questions. I should have email access and cell phone access while on vacation. Thanks and have a great weekend.



Nick Pacha

Parks Superintendent
City of Washington (Pop. 7,266)
215 East Washington St.
Washington, IA 52353
(p) 319-653-5220

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Nick Pacha

From: Nick Pacha
Sent: Tuesday, July 26, 2016 11:04 AM
To: Brent Hinson
Subject: Bath house roof replacement

The parks board had discussion and action at its last meeting on 7/13/16 on contractors for replacement of the pool bathhouse roof this late summer/early fall.

I solicited 3 bids for the project.

- Brennehan Builders = \$9,015
- Hagans home repair = \$10,275
- Homes by Hamilton = \$19,955

With all things being equal, 30 year shingles, 30lb felt, tear off, disposal, and extra charges for any damaged sheathing repair. The Park board made the motion to go with Brennehan Builders.

Please let me know if you have any questions.

Thanks,



Nick Pacha

Parks Superintendent
City of Washington (Pop 7,266)
215 East Washington St
Washington, IA 52353
(p) 319-653-5220

Budgeted at \$12,000.

BH

ESTIMATE

Brenneman Builders
2605 Highway 22
Riverside, IA 52327
(319)430-9569

DATE: JULY 5, 2016

TO Washington Pool

	DESCRIPTION		
	Tear off and remove 1 layer of old shingles, replace 42 square of shingles with Owens Corning Duration Shingles		
	Cut in and install lo-omni ridge vent where needed		
	Repaper roof with 30 pound felt, and use ice and water barrier where needed		
	Labor and Materials	Total	\$9015.00*
	*To Install new drip edge would be an additional \$300.00		
	Any additional layers of old shingles to remove and any sheeting repair found after tear off will be an additional charge		

HAGANS HOME REPAIR
RICH HAGANS
106 W 17TH ST
WASHINGTON, IA 52855
319-553-2578

JOB ESTIMATE

PHONE

DATE 12-12-14

TO

5 yr. Workmanship
Guarantee

Pool Roof

JOB DESCRIPTION

TEAR off EXISTING ROOF AND REPLACE

30 yr. Landmark Shingle

30 # Roofing Felt

ODG Roof Trim

Valley Flashing / Rubber Boot

Ridge Vent

Color

Materials + Labor 10,000-

Truck 275-

Waste Removal

Upon delivery of materials a check
for 6000⁰⁰ is NEEDED - The Remaining
Balance when job is complete.

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED
ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT
INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR
AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORSEEN
PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE
WORK IS STARTED

ESTIMATED
JOB COST

10,275.00

ESTIMATED
BY

Rich Hagans

Homes By Hamilton LLC

Questions? Call Jason M-F 8am-5pm: 319-217-2180

E-mail Us: jhamilton@homes-by-hamilton.com

Project	Date
	5/3/2016

Estimate

Description	Total
Architectural grade laminated shingles. Oakridge, 30 year, algae-resistant	
Material, per SQ	6,443.90
Labor, per SQ	3,776.06
Hip and ridge shingles with sealant. High ridge, algae-resistant	
Material, per LF	819.66
Labor, per LF	233.03
Roofing felt. 30-pound, ASTM-D226	
Material, per SQ	881.96
Labor, per SQ	309.47
Ridge ventilators. 4' long, hinged for steep roof	
Material, per Ea	0.00
Labor, per Ea	0.00
Ridge vent rolled. 10' long, black	
Material, per Ea	152.62
Labor, per Ea	185.41
Ice and water shield. 2 SQ roll (Six feet from leading edge and valleys)	
Material, per SF	1,576.59
Labor to install building papers. Self-adhesive, typical	
Labor, per SF	339.19
Flashing, galvanized steel. Valley cover	
Material, per LF	0.00
Labor, per LF	0.00
Shingle starter strip. Per linear foot	
Material, per LF	234.30
Labor, per LF	222.50
No Caulk Pipe Flashing. Vent pipe flash cone, 3 in.-4 in. pipe	
Material, per Ea	29.19
Labor, per Ea	33.18
Aluminum drip edge. 2-3/4 in. x 1-3/4 in. x 10', white	
Material, per Ea	285.78
Labor, per Ea	431.38
Removal of single-layer asphalt shingles. (2.5 Sq per CY and 240 lbs per Sq) ***10,800lbs***	
Labor, per SQ	2,295.22
Dumpster. Hauling cost, per load	
Subcontract, per Ea	1,029.60
Dumpster. Add to per load charge, per ton	
Subcontract, per Ton	445.50
OSB roof sheathing. 7/16 in. x 4' x 8'	
Material, per SF	0.00
Labor, per SF	0.00
Roofing nail coils. 3 penny, 1-1/4 in., 7,200 nails, galvanized	
Material, per Box	102.86
Galvanized roofing staples	
Material, per Box	69.64
*Architectual Roofing subtotal	19,897.03
Studs. 2 in. x 4 in. x 96 in.	
Material, per Ea	0.00
Labor, per Ea	0.00
OSB floor sheathing. 1/2 in. x 4' x 8' (Estimated Sheeting Damage)	
Material, per Ea	24.91
Labor, per Ea	33.79
Plain shank stick collated framing nails. 3-1/2 in. x 0.131 in., coated, box of 2,000	
Material, per Box	0.00
*Site Protection subtotal	58.70
Total	

Homes By Hamilton LLC

Questions? Call Jason M-F 8am-5pm: 319-217-2180

E-mail Us: jhamilton@homes-by-hamilton.com

Project	Date
	5/3/2016

Estimate

--

Description	Total
Extension boom rental. 8,000 lb, 40' lift, 4 wheel steering, Rental for Week Equipment, per Ea	0.00
*Project Subtotal	19,955.73
*Project Total	19,955.73

All work and material purchased from Homes by Hamilton comes with a two year transferable warranty. Warranty covers materials supplied by us and the labor. Client has a continuous opportunity to receive a \$50 referral check for each referral received that results in a signed contract of \$3000 or more.

Total **\$19,955.74**

Brent Hinson

From: Owen Gerard
Sent: Wednesday, August 10, 2016 11:39 AM
To: Brent Hinson
Cc: Jenny Blankenship
Subject: Engagement Letter
Attachments: Financial Advisory Engagement Letter 08-10-16.pdf; G-42 Municipal Advisor Conflicts of Interest Disclosures 08-10-16.pdf

Brent,

Attached are the two documents I mentioned we would be sending over regarding PFM's name change and new regulations around disclosures. Below is a quick summary of why we move our financial advisory practice into a new fully regulated operating company. I am available all day today and tomorrow to discuss in further detail if you would find that helpful.

As you know, the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010 and its associated regulations have had significant impact on the municipal market, and in particular, the ways in which financial advisors conduct day-to-day business with issuers and underwriters. As part of the new municipal advisor regulatory regime, effective June 23rd, financial advisors are required to provide certain provisions in writing and also make specific notifications to clients.

Attached to this email is an Engagement Letter outlining the scope of services to be performed in connection with the annual cashflow updates. The Engagement Letter also includes additional disclosures now required under MSRB Rule G-42. Also attached is a Disclosure of Conflicts of Interest and Other Information. Section III will include disclosure items specific to our work together.

As a consequence of this new regulation framework, The PFM Group has begun transitioning financial advisory services (registered municipal advisory services) provided by Public Financial Management, Inc. to a new operating company, PFM Financial Advisors LLC. This is the final step in aligning the various operating activities (financial advisor, asset management, swap advisors, etc.) in separate entities that are registered with the appropriate regulatory authorities. Delivery of our services will not be impacted as current financial advisory personnel will continue to provide services to our clients and will be dually registered municipal advisors until the transition of clients is complete.

As soon as practicable please respond to this email confirming your receipt of the Engagement Letter and Disclosure Document. The City is not required to sign any of these documents.

Please feel free to contact Jon or myself if you have any questions regarding these documents.

Owen

Owen J. Gerard, CFA
Senior Analyst
PFM Financial Advisors LLC
Public Financial Management, Inc.
801 Grand Avenue, Suite 3300 | Des Moines, IA 50309
Phone: 515.724.5730 | Fax: 515.243.6994 | www.pfm.com

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801 Grand Avenue
Suite 3300
Des Moines, IA 50309

515 243-2600
515 243-6994 fax
www.pfm.com

August 10, 2016

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

Dear Brent,

The purpose of this letter (this “Engagement Letter”) is to confirm our agreement that PFM Financial Advisors LLC (“PFM”) will act as financial advisor to City of Washington, Iowa (the “Client”) in connection with the issuance of approximately \$4,600,000 Water Revenue SRF Loan, Series 2017 to be issued via the State of Iowa’s revolving fund loan program. PFM will provide, upon request of the Client, financial planning and debt issue development services, as applicable and set forth in Exhibit A to this Engagement Letter. Most tasks requested by Client will not require all services provided for in Exhibit A and as such the specific scope of services for such task shall be limited to just those services required to complete the task.

PFM is a registered municipal advisor with the Securities and Exchange Commission (the “SEC”) and the Municipal Securities Rulemaking Board (the “MSRB”), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2. As of the date of this letter, Client has **not** designated PFM as its independent registered municipal advisor (“IRMA”) for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the “IRMA exemption”). Client agrees not to represent that PFM is Client’s IRMA with respect to any aspect of a municipal securities issuance or municipal financial product, without PFM’s prior written consent.

MSRB Rule G-42 requires that municipal advisors make written disclosures to its Clients of all material conflicts of interest and certain legal or disciplinary events. Such disclosures are provided in PFM’s disclosure statement delivered to Client together with this agreement.

PFM’s services will commence as soon as practicable after the receipt of this Engagement Letter by the Client and a request by the Client for such service. Any material changes in or additions to the scope of services described in Exhibit A shall be promptly reflected in a written supplement or amendment to this Engagement Letter. Services provided by PFM which are not included in the scope of services set forth in Exhibit A of this agreement shall be completed as agreed in writing in advance between the Client and the PFM. Upon request of Client, PFM or an affiliate of PFM may agree to additional services to be provided by PFM or an affiliate of PFM, by a separate agreement between the Client and PFM or its respective affiliate.

For the services described in Exhibit A, PFM's professional fees will be paid as provided in Exhibit B. In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses, as outlined in Exhibit B, which are incurred by PFM. Upon request of Client, documentation of such expenses will be provided.

This Engagement Letter shall remain in effect until all related activities associated with this transaction are complete unless canceled in writing by either party upon thirty (30) days written notice to the other party. PFM shall not assign any interest in this Engagement Letter or subcontract any of the work performed under this Engagement Letter without the prior written consent of the Client; provided that upon notice to Client, PFM may assign this Engagement Letter or any interests hereunder to a municipal advisor entity registered with the SEC that directly or indirectly controls, is controlled by, or is under common control with, PFM.

All information, data, reports, and records ("Data") in the possession of the Client or any third party necessary for carrying out any services to be performed under this Engagement Letter shall be furnished to PFM and the Client shall, and shall cause its agent(s) to, cooperate with PFM in its conduct of reasonable due diligence in performing the services. To the extent Client requests that PFM provide advice with regard to any recommendation made by a third party, Client will provide to PFM written direction to do so as well as any Data it has received from such third party relating to its recommendation. Client acknowledges and agrees that while PFM is relying on the Data in connection with its provision of the services under this agreement, PFM makes no representation with respect to and shall not be responsible for the accuracy or completeness of such Data.

All notices given under this Engagement Letter will be in writing, sent by email or registered United States mail, with return receipt requested, addressed to the party for whom it is intended, at the addresses on the first page of this Engagement Letter.

All materials, except functioning or dynamic financial models, prepared by PFM pursuant exclusively to this Engagement Letter will be the property of the Client. Subject to the preceding exception, upon termination of this Engagement Letter, PFM will deliver to the Client copies of any and all material pertaining to this Engagement Letter.

The Des Moines office of PFM will provide the services set forth in this Engagement Letter. PFM may, from time to time, supplement or otherwise amend team members. The Client has the right to request, for any reason, PFM to replace any member of the advisory staff. Should the Client make such a request, PFM will promptly suggest a substitute for approval by the Client.

PFM will maintain insurance coverage with policy limits not less than as stated in Exhibit C. Except to the extent caused by willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties under this Engagement Letter on the part of PFM or any of its associated persons, neither PFM nor any of its associated persons shall have liability to any person for any act or omission in connection with performance of its services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other financial product or investment, or for any financial or other damages resulting from Client's election to act or not to act, as the case

may be, contrary to or, absent negligence on the part of PFM or any of its associated persons, upon any advice or recommendation provided by PFM to Client.


PFM, its employees, officers and representatives at all times will be independent contractors and will not be deemed to be employees, agents, partners, servants and/or joint ventures of Client by virtue of this Engagement Letter or any actions or services rendered under this Engagement Letter.

This Engagement Letter represents the entire agreement between Client and PFM and may not be amended or modified except in writing signed by PFM.

Please have an authorized official of the Client acknowledge receipt of this Engagement Letter and respond to us to acknowledge the terms of this engagement.

Sincerely,

PFM FINANCIAL ADVISORS LLC



Jon Burmeister
Managing Director



Jenny Blankenship
Director

EXHIBIT A
SCOPE OF SERVICES

Financial planning and debt issue development services related to the issuance of approximately \$4,600,000 Water Revenue SRF Loan, Series 2017 to be issued via the State of Iowa's revolving fund loan program.

- Develop a financing plan in concert with staff which would include recommendations as to the timing and number of series of bonds to be issued and provide advice as to the various financing alternatives available to the Client.
- Develop alternatives related to debt transactions including evaluation of revenues available, maturity schedule and cash flow requirements.
- Identify key bond covenant features and advise as to the financial consequences of provisions to be included in bond resolutions regarding security, creation of reserve funds, flow of funds, redemption provisions, additional parity debt tests, etc.; review and comment on successive drafts of bond resolutions.
- Review the terms, conditions and structure of any proposed debt offering undertaken by the Client and provide suggestions, modifications and enhancements where appropriate and necessary to reflect the constraints or current financial policy and fiscal capability.
- PFM will review and analyze three years of audited financial statements to develop an understanding of the historical financial performance, credit strengths and weakness and financial trends.
- Based on our review of the historical performance, PFM will develop a specialized financial and capital planning model to articulate the historical, current and projected financial performance.
- PFM will work with staff to develop assumptions, which will be used to project financial performance into the future.
- PFM will review the current debt and its structure, if applicable. This would include, but not limited to, reviewing the existing revenue debt for the possibility of refunding to produce debt service savings. In addition, PFM will review existing bond and note resolutions as to existing covenants regarding minimum net operating revenue requirements, debt service reserve funds and additional bond tests.
- PFM will review the magnitude and timing of capital projects identified in capital improvement plans. Financing strategies will be developed to fund the capital improvement plans. Strategies may include modifying the timing of the capital projects, use of pay-as-you-go, bond financing or the use of cash reserves.
- Through the use of our financial and capital planning model and assistance from staff, we will formulate a financing plan to fund the capital projects and the costs associated with them.
- Review the requirements and submit analysis to Iowa Finance Authority as they pertain to the client's obligation, if necessary.

EXHIBIT B
COMPENSATION FOR SERVICES

1. Municipal Advisory Fees

For financial planning and debt issue development services related to the issuance of approximately \$4,600,000 Water Revenue SRF Loan, Series 2017 to be issued via the State of Iowa's revolving fund loan program, PFM will be paid a one-time fee of \$12,100, payable upon closing.

For services related to ongoing annual cashflow updates as required by the Iowa Finance Authority ("IFA"), PFM will be paid a fee of \$2,000 for each annual update. It is the understanding of PFM that IFA will reimburse the Client for \$4,000 upon submitting PFM's invoice to them.

2. Reimbursable Expenses

In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses incurred, including travel, meals, lodging, printing, telephone, postage and other ordinary costs which are incurred by PFM. Appropriate documentation can be provided.

EXHIBIT C
INSURANCE STATEMENT

PFM Financial Advisors LLC (“PFM”) has a complete insurance program, including property, casualty, comprehensive general liability, automobile liability and workers compensation. PFM maintains professional liability and fidelity bond coverages which total \$25 million and \$10 million, respectively. PFM also carries a \$10 million cyber liability policy.

Our Professional Liability policy is a “claims made” policy and our General Liability policy claims would be made by occurrence.

1. Deductibles/SIR:

Automobile \$250 comprehensive & \$500 collision
Cyber Liability \$50,000
General Liability \$0
Professional Liability (E&O) \$1,000,000
Financial Institution Bond \$75,000

2. Insurance Company & AM Best Rating:

Professional Liability (E&O).....Indian Harbor Insurance Company; and
.....Continental Casualty Company; (both are A)
Financial Institution Bond.....Federal Insurance Company; (A++)
Cyber LiabilityIndian Harbor Insurance Company (A)
General LiabilityGreat Northern Ins. Company; (A++)
Automobile Liability.....Federal Insurance Company
Excess /Umbrella LiabilityFederal Insurance Company
Workers Compensation.....Pacific Indemnity Company; (A++)
& Employers Liability

DISCLOSURE OF CONFLICTS OF INTEREST AND OTHER INFORMATION PFM Financial Advisors LLC

I. Introduction

PFM Financial Advisors LLC (hereinafter, referred to as “We,” “Us,” or “Our”) is a registered municipal advisor with the Securities and Exchange Commission (the “SEC”) and the Municipal Securities Rulemaking Board (the “MSRB”), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2. In accordance with MSRB rules, this disclosure statement is provided by Us to each client prior to the execution of Our advisory agreement with written disclosures of all material conflicts of interests and legal or disciplinary events that are required to be disclosed with respect to providing financial advisory services pursuant to MSRB Rule G-42(b) and (c) (ii). We employ a number of resources to identify and subsequently manage actual or potential conflicts of interest in addition to disclosing actual and potential conflicts of interest provided herein.

How We Identify and Manage Conflicts of Interest

Code of Ethics. The Code requires that all employees conduct all aspects of Our business with the highest standards of integrity, honesty and fair dealing. All employees are required to avoid even the appearance of misconduct or impropriety and avoid actual or apparent conflicts of interest between personal and professional relationships that would or could interfere with an employee’s independent exercise of judgment in performing the obligations and responsibilities owed to a municipal advisor and Our clients.

Policies and Procedures. We have adopted policies and procedures that include specific rules and standards for conduct. Some of these policies and procedures provide guidance and reporting requirements about matters that allows Us to monitor behavior that might give rise to a conflict of interest. These include policies concerning the making of gifts and charitable contributions, entertaining clients, and engaging in outside activities, all of which may involve relationships with clients and others that are important to Our analysis of potential conflicts of interest.

Supervisory Structure. We have both a compliance and supervisory structure in place that enables Us to identify and monitor employees’ activities, both on a transaction and Firm-wide basis, to ensure compliance with appropriate standards. Prior to undertaking any engagement with a new client or an additional engagement with an existing client, appropriate municipal advisory personnel will review the possible intersection of the client’s interests, the proposed engagement, Our engagement personnel, experience and existing obligations to other clients and related parties. This review, together with employing the resources described above, allows Us to evaluate any situations that may be an actual or potential conflict of interest.

Disclosures. We will disclose to clients those situations that We believe would create a material conflict of interest, such as: 1) any advice, service or product that any affiliate may provide to a client that is directly related to the municipal advisory work We perform for such client; 2) any payment made to obtain or retain a municipal advisory engagement with a client; 3) any fee-splitting arrangement with any provider of an investment or services to a client; 4) any conflict that may arise from the type of compensation arrangement We may have with a client; and 5) any other actual or potential situation that We are or become aware of that might constitute a material conflict of interest that could reasonably expect to impair Our ability to provide advice to or on behalf of clients consistent with regulatory requirements. If We identify such situations or circumstances, We will prepare meaningful disclosure that will describe the implications of the situation and how We intend to manage the situation. We will also disclose any legal or disciplinary events that are material to a client’s evaluation or the integrity of Our management or advisory personnel. We will provide this disclosure (or a means to access this information) in writing prior to starting Our proposed engagement, and will provide such additional information or clarification as the client may request. We will also advise Our clients in writing of any subsequent material conflict of interest that may arise, as well as the related implications, Our plan to manage that situation, and any additional information such client may require.

II. General Conflict of Interest Disclosures

Disclosure of Conflicts Concerning the Firm’s Affiliates

Our affiliates offer a wide variety of financial services, and Our clients may be interested in pursuing services separately provided by an affiliate. The affiliate’s business with the client may be perceived as an incentive for Us to recommend a course of action designed to increase the level of the client’s business activities with the affiliate or to recommend against a course of action that would reduce the client’s business activities with the affiliate. In either instance, We may be perceived

as recommending services for a client that are not in the best interests of Our clients, but rather are in Our interests or the interests of Our affiliates. Accordingly, We mitigate any perceived conflict of interest that may arise in this situation by disclosing it to the client, and by requiring that there be a review of the municipal securities transaction or municipal financial product to ensure that it is suitable for the client in light of various factors, after reasonable inquiry, including the client's needs, objectives and financial circumstances. Further, We receive no compensation from Our affiliates with respect to a client introduction or referral. If a client chooses to work with an affiliate, We require that the client consult and enter into a separate agreement for services, so that the client can make an independent, informed, evaluation of the services offered.

Disclosure of Conflicts Related to the Firm's Compensation

From time to time, We may be compensated by a municipal advisory fee that is or will be set forth in an agreement with the client to be, or that has been, negotiated and entered into in connection with a municipal advisory service. Payment of such fee may be contingent on the closing of the transaction and the amount of the fee may be based, in whole or in part, on a percentage of the principal or par amount of municipal securities or municipal financial product. While this form of compensation is customary in the municipal securities market, it may be deemed to present a conflict of interest since We may appear to have an incentive to recommend to the client a transaction that is larger in size than is necessary. Further, We may also receive compensation in the form of a fixed fee arrangement. While this form of compensation is customary, it may also present a potential conflict of interest, if the transaction requires more work than contemplated and We are perceived as recommending a less time consuming alternative contrary to the client's best interest so as not to sustain a loss. Finally, We may contract with clients on an hourly fee bases. If We do not agree on a maximum amount of hours at the outset of the engagement, this arrangement may pose a conflict of interest as We would not have a financial incentive to recommend an alternative that would result in fewer hours. We manage and mitigate all of these types of conflicts by disclosing the fee structure to the client, and by requiring that there be a review of the municipal securities transaction or municipal financial product to ensure that it is suitable for the client in light of various factors, after reasonable inquiry, including the client's needs, objectives and financial circumstances.

Disclosure concerning providing services to State and Local Government Clients

We regularly provide municipal advisory services to state and local governments, their affiliates, and component units. While Our clients have expressed that this experience in providing services to a wide variety of clients generally provides great benefit for all of Our clients, there may be or may have been clients with interests that are different from (and adverse to) other clients. If for some reason any client sees Our engagement with any other particular client as a conflict, We will mitigate this conflict by engaging in a broad range of conduct, if and as applicable. Such conduct may include one or any combination of the following: 1) disclosing the conflict to the client; 2) requiring that there be a review of the municipal securities transaction or municipal financial product to ensure that it is suitable for the client in light of various factors, including the client's needs, objectives and financial circumstances; 3) implementing procedures that establishes an "Informational Bubble" that creates physical, technological and procedural barriers and/or separations to ensure that non-public information is isolated to particular area such that certain governmental transaction team members and supporting functions operate separately during the course of work performed; and 4) in the rare event that a conflict cannot be resolved, We will withdraw from the engagement.

Disclosure Related to Legal and Disciplinary Events

As a registered municipal advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2, Our legal, disciplinary and judicial events are required to be disclosed on Our forms MA and MA-I filed with the SEC, in '**Item 9 Disclosure Information**' of form MA, '**Item 6 Disclosure Information**' of form MA-I, and if applicable, the corresponding disclosure reporting page(s) ("DRP"). To review the foregoing disclosure items and material change(s) or amendment(s), if any, clients may electronically access PFM Financial Advisors LLC filed forms MA and MA-I on the SEC's Electronic Data Gathering, Analysis, and Retrieval system, listed by date of filing starting with the most recently filed, at:

PFM Financial Advisors LLC (PFMFA):

<http://www.sec.gov/cgi-bin/browse-edgar?company=PFM+Financial&owner=exclude&action=getcompany>

III. Specific Conflicts of Interest Disclosures – City of Washington, Iowa

To Our knowledge, following reasonable inquiry, We are not aware of any other actual or potential conflict of interest that could reasonably be anticipated to impair Our ability to provide advice to or on behalf of the client in accordance with applicable standards of conduct of MSRB Rule G-42.

District #5 Maintenance Office
P.O. Box 400, Fairfield, IA 52556
Phone: 641-472-6142 | Email: jeff.owen@dot.iowa.gov

August 2, 2016

City of Washington
215 E. Washington St.
Washington, Iowa 52353

Dear City Official:

Enclosed is the upcoming 5-Year Agreement for Maintenance and Repair of Primary Roads in Municipalities. Please have this agreement signed and returned to me at the address listed above. If you have any questions please give us a call.

Sincerely Yours,



Lisa Luko, Engineering Office Assistant



Iowa Department of Transportation

Agreement for Maintenance and Repair of Primary Roads in Municipalities

This Agreement made and entered into by and between the Municipality of Washington, Washington County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

I. The Department shall maintain and repair:

- A. Freeways (functionally classified and constructed)
 - 1. Maintain highway features including ramps and repairs to bridges.
 - 2. Provide bridge inspection.
 - 3. Highway lighting.
- B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)
 - 1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
 - 2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
 - 3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
 - 4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
 - 5. Vehicular Bridges: Structural maintenance and painting as necessary.
 - 6. Provide bridge inspection.
- C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)
 - 1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.
- D. City Streets Crossing Freeway Rights of Way (See II.C)
 - 1. Roadsides within the limits of the freeway fence.
 - 2. Surface drainage of right of way.
 - 3. Traffic signs and pavement markings required for freeway operation.
 - 4. Guardrail at piers and bridge approaches.
 - 5. Bridges including deck repair, structural repair, berm slope protection and painting.
 - 6. Pavement expansion relief joints and leveling of bridge approach panels.

II. The Municipality shall maintain and repair:

- A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)
 - 1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
 - 2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
 - 3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.
 - 4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove

snow and ice from sidewalks on bridges used for pedestrian traffic.

- 5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
- 6. Clean, sweep and wash streets when considered necessary by the Municipality.
- 7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.

B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)

- 1. Maintain and repair highway facilities due to utility construction and maintenance.
- 2. Removal of trees as necessary and the trimming of tree branches as necessary.
- 3. Maintain sidewalks.

C. City Streets Crossing Freeway Rights of Way (See I.D)

- 1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
- 2. Mark traffic lanes on the cross street.
- 3. Remove snow on the cross street, including bridges over the freeway.
- 4. Clean and sweep bridge decks on streets crossing over freeway.
- 5. Maintain all roadside areas outside the freeway fence.
- 6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways."
 - B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
 - C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
 - D. To comply with the current Utility Accommodation Policy of the Department.
 - E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.
- IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.
- V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.
- VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.
- VII. This Agreement shall be in effect for a five year period from July 1, 2016 to June 30, 2021

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

City of Washington
MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By _____

BY _____
District Engineer

Date _____

Date _____

*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

August 12, 2016

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

From: Brent Hinson
City Administrator

Re: Water Plant Planning & Design Loan Proceedings

Back in May of this year, the City Council authorized the application for a 0% interest Planning & Design Loan through the Iowa Finance Authority. This request was approved, and now we need to complete the legal proceedings to do this borrowing. You are asked to approve a resolution setting the hearing & further action on this borrowing for the September 6 meeting.

This action would move things forward on a \$507,000 loan for design expenses on the water plant. This zero percent loan would be rolled into the final financing of the project through the State Revolving Fund. The total project is expected to be around \$4.6 million, including all contingencies.

Council Member _____ introduced the following Resolution entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$507,000 WATER REVENUE CAPITAL LOAN NOTES OF THE CITY OF WASHINGTON, IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$507,000 WATER REVENUE CAPITAL LOAN NOTES OF THE CITY OF WASHINGTON, IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of Washington, Iowa should provide for the authorization of a Loan and Disbursement Agreement and the issuance of Water Revenue Capital Loan Notes, in the amount of not to exceed \$507,000, as authorized by Sections 384.24A, 384.82 and 384.83, Code of Iowa, as amended, for the purpose of providing funds to pay costs as hereinafter described; and

WHEREAS, it is proposed that the City fund its costs on an interim basis under Section 76.13 of the Code of Iowa, anticipating in part, the future receipt of the proceeds of the issuance of said Water Revenue Capital Loan Notes; and

WHEREAS, the City has applied for a loan through the Iowa Drinking Water State Revolving Fund Program pursuant to which the Iowa Finance Authority has agreed to purchase the City's Notes and has requested that such Notes be issued as a single Note in a denomination equal to the total amount of the issue as authorized by Chapter 384, Code of Iowa; and

WHEREAS, the Loan and Disbursement Agreement and Note shall be payable solely and only out of the net earnings of the Municipal Water System and shall be a first lien on the future net earnings of the Utility; and shall not be general obligations of the City or payable in any

manner by taxation and the City shall be in no manner liable by reason of the failure of the net revenues to be sufficient for the payment of the Loan and Disbursement Agreement and Note; and

WHEREAS, before a Loan and Disbursement Agreement may be authorized and Water Revenue Capital Loan Notes issued to evidence the obligation of the City thereunder, it is necessary to comply with the provisions of the City Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Council proposes to take action for the authorization of the Loan and Disbursement Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the City to such action.

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

Section 1. That this Council meet in the Council Chambers, 120 E. Main Street, Washington, Iowa, at _____ o'clock _____ .M., on the 6th day of September, 2016, for the purpose of taking action on the matter of the authorization of a Loan and Disbursement Agreement and the issuance of not to exceed \$507,000 Water Revenue Capital Loan Notes to evidence the obligations of the City thereunder, the proceeds of which will be used to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Water System.

Section 2. That the Clerk is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four clear days nor more than twenty days before the date of said public meeting on the issuance of the Notes.

Section 3. The notice of the proposed action shall be in substantially the following form:

(To be Published on or before September 1, 2016)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA ON THE MATTER OF THE PROPOSED AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$507,000 WATER REVENUE CAPITAL LOAN NOTES, AND THE PUBLIC HEARING ON THE AUTHORIZATION AND ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Council of the City of Washington, Iowa, will hold a public hearing on the 6th day of September, 2016, at _____ o'clock _____.M., in the Council Chambers, 120 E. Main Street, Washington, Iowa, at which meeting the Council proposes to take additional action for the authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority, and the issuance to the Iowa Finance Authority of not to exceed \$507,000 Water Revenue Capital Loan Notes to evidence the obligations of the City under said Loan and Disbursement Agreement, in order to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Municipal Water System. The Notes will not constitute general obligations or be payable in any manner by taxation, but will be payable from and secured by the net revenues of the Municipal Water System.

The proceeds of the Water Revenue Capital Loan Notes may be applied to pay project costs directly or to pay interim financing which the City will issue in anticipation of the future receipt of funds or Note proceeds applicable to the foregoing project and purpose.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City, to the above action. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action for the authorization of said Loan and Disbursement Agreement and the issuance of Notes or will abandon the proposal to issue the Notes.

This Notice is given by order of the Council of City of Washington, Iowa, as provided by Sections 384.24A, 384.82 and 384.83 of the City Code of Iowa, as amended.

Dated this _____ day of _____, 2016.

City Clerk, City of Washington, State of Iowa

(End of Notice)

PASSED AND APPROVED this 16th day of August, 2016.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. _____

RESOLUTION APPROVING LICENSE
AGREEMENT WITH A PROPERTY OWNER

WHEREAS, the owner of the property at 732 West Monroe Street has constructed a retaining wall in the adjacent street right-of-way; and

WHEREAS, as an alternative to removing said retaining wall, the City wishes to allow it to remain, subject to certain conditions.

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

Section 1. Said retaining wall may remain at 732 West Monroe Street, subject to the terms and conditions of the attached License Agreement.

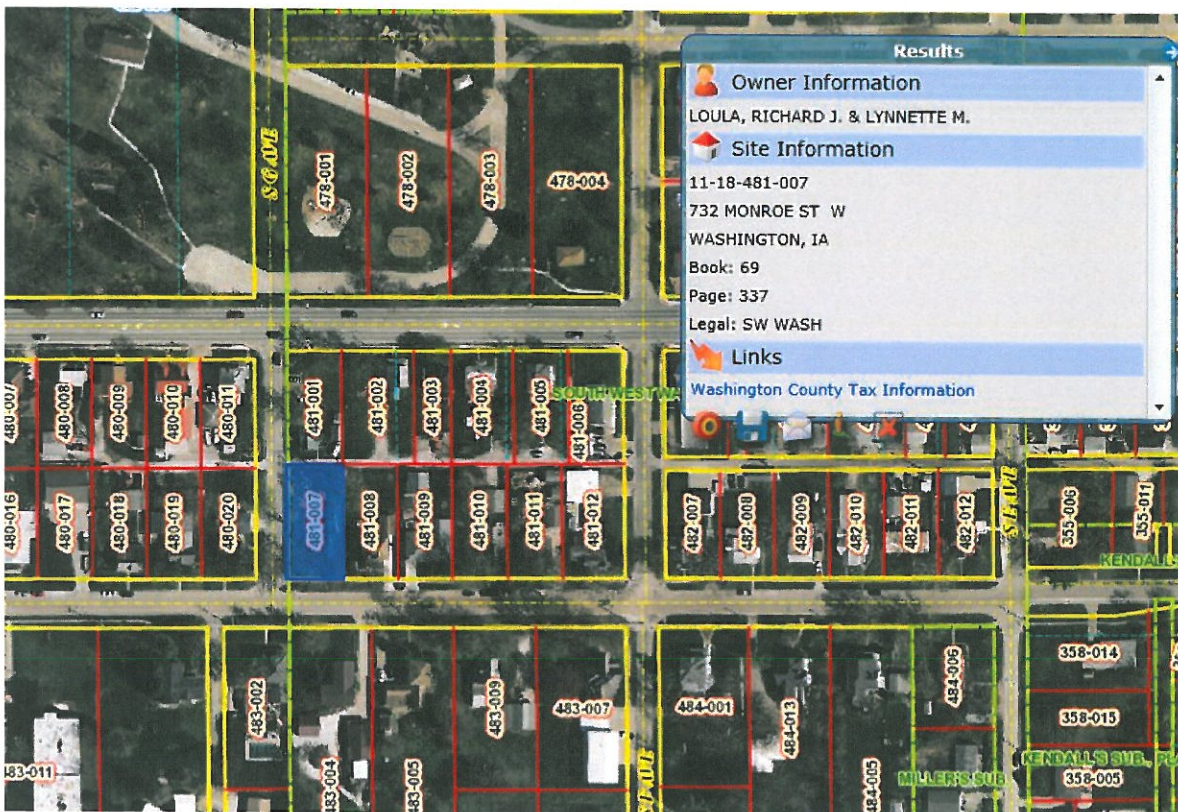
PASSED AND APPROVED this 16th day of August, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

732 West Monroe Retaining Wall License Agreement- 8/12/16



Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 248-1700
Return to: Washington City Clerk, 215 E. Washington Street, Washington, Iowa 52353

LICENSE AGREEMENT

THIS LICENSE AGREEMENT entered into by and between the City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353 (hereafter the "City"); and Richard J. Loula and Lynette M. Loula, 732 W. Monroe Street, Washington, Iowa 52353 (hereafter the "Owner").

WHEREAS, the Owner is the Owner of that certain parcel legally described as follows:

Lot Number Seven (7) in Block Number Five (5) in South West Washington, one of the additions to the town, now City of Washington, Iowa.

(the "Parcel"); and

WHEREAS, the Owner has constructed a retaining wall in the City right-of-way; and

WHEREAS, instead of moving the retaining wall, the City has agreed to grant the Owner a Revocable License Agreement to allow the retaining wall to stay in its current location, subject to the terms and conditions below.

1. Term of the License. The Owner has a License to leave the Owner's retaining wall in the City right-of-way until the City gives the Owner sixty days' written notice to 732 W. Monroe Street, Washington, Iowa 52353.

2. Effect of Termination. Prior to the end of the sixty (60) day termination period, the Owner or its successors and assigns, shall at its sole expenses, remove and haul away the retaining wall and return the right-of-way to as close to its original condition as possible.

3. Indemnification. The Owner shall save, defend and hold the City, its employees, elected and appointed officials and agents, harmless from any and all claims associated with the

retaining wall being able to stay in its current location. In addition, the Owner expressly agrees that the City shall not be held responsible for any damages to the retaining wall for allowing the retaining wall to stay in the right-of-way.

4. No enlargement. The Owner expressly agrees that the Owner shall not expand the retaining wall in the right-of-way during the term of this Agreement.

5. Maintenance. All maintenance of the retaining wall shall be the responsibility of the Owner and the Owner expressly agrees that in the event of the total failure of the retaining wall so that the retaining wall has to be reconstructed, the License will cease to exist and the retaining wall shall be reconstructed only on the Owner's property.

6. Laws and regulations. Both parties to this License Agreement will comply with all federal, state and local laws and regulations in the performance of this Agreement.

7. Waiver. The waiver of a breach of any of the terms and conditions of this License Agreement shall not be construed as being a continuing or permanent waiver of any such conditions, all of which shall remain in full force and effect as to future acts or happenings, notwithstanding any such waiver.

8. Governing Law. This License Agreement will be governed by the laws of the State of Iowa.

9. Severability. Any provision of this License Agreement which conflicts with any law, rule, regulation or ordinance of competent authorities affecting said Development Property, shall be suspended and shall be inoperative so long as such law or ordinance remains in effect.

10. License to Run with the Land. The parties expressly agree that until terminated under the terms of this License Agreement, this License Agreement shall inure to the benefit of the successors of interest of either party and shall run with the land.

11. Payment of Recording Fees. The Owner shall pay all the costs of recording this License Agreement.

IN WITNESS WHEREOF, this instrument is executed this ____ day of _____, 2016.

OWNER:

CITY:

By: _____
Richard J. Loula

Sandra Johnson, Mayor

ATTEST:

Lynette M. Loula

Illa Earnest, City Clerk

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this ____ day of _____, 2016 by Sandra Johnson and Illa Earnest, as Mayor and City Clerk respectively of the City of Washington, Iowa.

Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this ____ day of _____, 2016, by Richard J. Loula and Lynette M. Loula, husband and wife.

Notary Public

*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

August 12, 2016

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

From: Brent Hinson
City Administrator

Re: Designated Physician Policy

We are looking to make a change in our designated physician policy. Currently, we have an entire clinic assigned as the designated physician, and this has at times created unnecessary confusion on work comp cases. We believe establishing a single point of contact for work comp cases would reduce or eliminate this problem, as that provider would be where the buck stops, and the provider would also have the ability to become educated on our occupational safety practices and procedures.

We have discussed this with Dennis Hunger at WCHC, and he recommended Stephanie Sparks, a nurse practitioner, as a possible good choice in this regard. If you approve of this change, we would plan a services initiation meeting in the near future with Stephanie.

RESOLUTION NO. _____

**A RESOLUTION UPDATING CITY OF WASHINGTON
SAFETY MANUAL (DESIGNATED PHYSICIAN POLICY)**

WHEREAS, the City of Washington has adopted an employee safety manual that includes a designated physician to handle worker's compensation cases; and

WHEREAS, it is deemed advantageous to designate a specific individual to handle all worker's compensation cases, as opposed to all medical providers at a clinic as in the current policy.

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

Section 1. The City of Washington hereby amends the Safety Manual for the City of Washington (2013) as indicated in the attached Exhibit A.

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

PASSED AND APPROVED this 16th day of August, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

V. Hiring Practices

Safety starts with the proper hiring practices to ensure that the person being hired for a position is physically and technically capable of safely performing the task(s).

The City of Washington reserves the right to require new employees to undergo a functional capacity examination. The employee will be directed to Jet Physical Therapy. The therapist performing the exam shall present an opinion as to the employee's ability to perform the job responsibilities. (See Attachment 2). The costs of the exam shall be paid by the City of Washington.

a. Job Descriptions

It shall be the responsibility of the safety director to provide a copy of the applicable job description to the therapist conducting the functional capacity examination for each new employee. Each department head shall be responsible for periodically updating all job descriptions within their department to ensure they adequately reflect the requirements of the job.

VI. Medical Services

a. Company Nurse

In the case of an injury that is not a medical emergency, the manager or supervisor and the employee will immediately telephone Company Nurse, the accident reporting agency for the Iowa Municipal Workers' Compensation Association (IMWCA) of which the City of Washington is a member, at 877-740-5017 to speak with a medical professional to ensure proper treatment for the employee's medical needs. The attending nurse will provide the employee with first aid/self-care advice and jointly, with the injured worker, determine whether additional services are required or requested by the employee with the designated physician. Company Nurse will handle all initial reporting of workplace injuries.

b. Designated Physician Policy

The City of Washington has designated ~~the WCHC — Family Medicine~~ Stephanie Sparks, ARNP, in Washington, Iowa as its workers' compensation authorized treating elinie provider as provided by law under Chapter 85.39 of the Code of Iowa. Employees with a work-related illness or injury will be required to have their initial evaluation with this elinie provider. If appropriate, and with prior approval from IMWCA, the elinie provider may make referrals to other specialists.

If an employee decides to go to another provider without the referral from the authorized treating clinic, the employee will be responsible for all expenses related to those visits. No workers' compensation benefits may be claimed unless seen by the authorized treating ~~elinie provider~~.

c. First Aid

Any injury shall be treated by the supervisor or other available personnel in accordance with their individual abilities and the severity of the injury. Each department supervisor or a designee will receive first aid training. In case of

an emergency, go to the emergency room. A doctor's note is required to be turned into the Safety Director and follow-up ~~with Mercy Clinic~~done with the designated physician.

Medical treatment is mandatory for any of the following:

- Severe chest pains
- Traumatic injuries (head injury or severe cut)
- Loss of consciousness or severe dizziness

At least one first aid kit shall be maintained in each occupied building. In addition, a first aid kit shall be located in each vehicle, authorized by medical personnel. It is recommended that kits be inspected on a regular basis, replacing used, missing, soiled, damaged or outdated items. Make sure all employees are advised of the location of the first aid kits. Oral medications such as aspirin, antacids, or salt tablets are not to be provided in these kits.

An eye wash station suitable for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate use if employees are exposed to harmful materials.

RESOLUTION NO. _____

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

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

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

The property of David Harter at 516 W Jefferson St. for the amount of \$125.00. Legal description (07-SD OL 3 S 12ft). Parcel Number (11-17-314-013).

The property of Lloyd Lillie at 521 N Ave B for the amount of \$296.10. Legal Description (01 06 M M Youngs 2nd Add). Parcel Number (11-17-156-005).

and,

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

The property of Wynona Woods at 1218 N. 2nd Avenue for the amount of \$138.40. Legal description (07 38 Highland Park ADD). Parcel Number (11-08-388-002).

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 16th day of August, 2016.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk