



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, NOVEMBER 1, 2016

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, November 1, 2016 to be approved as proposed or amended.

**Consent:**

1. Council Minutes 10-18-2016
2. Council Minutes 10-25-2016
3. Fox Engineering, Water Treatment Plant Improvements, \$25,292.00
4. Veenstra & Kimm, Industrial Park Rise Improvements – Design Services, \$4,696.33
5. Veenstra & Kimm, Industrial Park Rise Improvements – General Services, \$1,739.18
6. IMWCA, Premium Installment #6, \$9,673.00
7. Neumiller Electric, Well #7 Upgrades, \$9,681.45
8. Trans Iowa Equipment, Service Work on Street Sweeper, \$6,672.25
9. Kevin D. Olson, Professional Services, \$1,055.88
10. Paws & More, May 2015-Oct. 2016, Dogs taken in leu of euthanasia (**revised**), \$1,306.20
11. Café Dodici, 120-122 S. Iowa Ave., Class C Liquor License (LC) (Commercial); Class B Wine Permit; Catering Privilege; Outdoor Service; Sunday Sales. (**renewal**)
12. Department Reports.

**Consent - Other:**

DeLong Construction, Sitler Drive and S Ave H Paving Projects, \$164,737.23

**Claims and Financial Reports:**

Claims as Presented.

**SPECIAL PRESENTATION**

Presentation on Former Library Marketing – Jeff Edberg

Nuisance Abatement Update.

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

**NEW BUSINESS**

Affirm Mayoral Appointment to Nuisance Hearing Panel – Steve Gault

Discussion and Consideration of Health Insurance Renewal for 2017

Discussion and Consideration of Pool Contract Arrangement with YMCA

Discussion and Consideration of a Proposal for CDBG Income Survey Services for Water Plant Project.

**CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS**

Discussion and Consideration of Third Reading of an Ordinance Establishing Grade Elevations for Sitler Drive.

Discussion and Consideration of a Resolution Adopting a Communications Plan.

Discussion and Consideration of Change Order #1 – Industrial Park Water Main Improvements.

Discussion and Consideration of a Resolution Accepting Industrial Park Water Main Improvements Project as Completed.

Discussion and Consideration of First Reading of an Ordinance – Reserves at Briarwood TIF.

**DEPARTMENTAL REPORT**

Police Department  
City Administrator  
City Attorney

**MAYOR & COUNCILPERSONS**

Sandra Johnson, Mayor  
Brendan DeLong  
Steven Gault  
Kerry Janecek  
Jaron Rosien  
Kathryn Salazar  
Millie Youngquist

**ADJOURNMENT**

Illa Earnest, City Clerk

## Council Minutes 10-18-2016

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., Tuesday, October 18, 2016. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Absent: none.

Motion by Rosien, seconded by DeLong, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, October 18, 2016 be approved as proposed. Motion carried.

### Consent:

1. Council Minutes 10-04-2016
2. Iowa City Landscaping, Tree Committee (trees for Sunset Park), \$5,810.88
3. Fox Engineering, Well #6 Pump Replacement, \$4,391.64
4. Fox Engineering, Well #7 Pump Replacement & Electrical Modifications, \$2,463.25
5. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$4,725.00
6. Paws & More, Animal Services April – June, 2016, \$4,000
7. Paws & More, Animal Services July – September, 2016 \$4,250.00
8. Paws & More, Animal Services (dogs (63) taken May 2015-Sept.2016) \$2,938.95
9. Dave Schmitt Construction, Pay App #4, W. 5<sup>th</sup> St. Water Main Project, \$2,052.00
10. Iowa Grow, Inc., Sludge Pumping at WWTP, 3 cents per gallon (approx.1.5 million gallons) Budgeted amount is \$52,500.00
11. Panda Palace, 100 W. Main Street, Special Class C Liquor License (BW) (Beer/Wine), Sunday Sales, **(renewal)**
12. Department Reports.

### Consent - Other:

Item #8 was taken from the agenda pending further information.

Motion by Rosien, seconded by Janecek, to approve the consent agenda 1-7 and 9-12. Motion carried.

Motion by Salazar, seconded by Rosien, to approve payment of all claims. Motion carried.

Finance Officer Kelsey Brown gave the financial reports for September.

Motion by Rosien, seconded by Salazar, to approve the financial reports as presented. Motion carried.

Mayor Johnson announced that now is the time for the public hearing on the Resolution Approving Plans, Specifications, Form of Contract, and Estimate of Cost for Well #6 Improvements.

No written or oral objections were received.

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

Motion by Youngquist, seconded by Gault, to approve the Resolution Approving Plans, Specifications, Form of Contract, and Estimate of Cost for Well #6 Improvements. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-098)**

Mayor Johnson announced that now is the time for the public hearing on the Purchase Agreement with Washington Economic Development Group (WEDG) for Washington Business Park Lot Sales.

No written or oral objections were received.

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

Motion by Rosien, seconded by Youngquist, to approve the Resolution Approving Purchase Agreement Only for Phase I with WEDG for Washington Business Park Lot Sales. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-099)**

Motion by Salazar, seconded by DeLong, to approve the Resolution Approving Gas Facilities Extension Agreement with Interstate Power and Light Company for the Washington Business Park. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-100)**

Motion by Rosien, seconded by DeLong, to approve Change Order #1 that deducts \$19,193.01 from the original contract price of \$218,175.00 for the W. 5<sup>th</sup> Street Water Main Project. Motion carried.

Motion by Rosien, seconded by Youngquist, to approve the Resolution Accepting Public Improvements for W. 5<sup>th</sup> Street Water Main Project. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-101)**

Motion by Janecek, seconded by Gault, to approve the Resolution Approving the Contract with Wemiga Waste, Inc. for the 28E Recycling Center. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-102)**

Motion by Rosien, seconded by Youngquist, to approve the second reading of an Ordinance Amending Chapter 69 of the Code of Ordinances for Sitler Drive/S. Iowa Ave. No Parking Zones. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Youngquist, seconded by Gault, to approve the first reading of an Ordinance Establishing Grade Elevations for Sitler Drive. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Rosien, seconded by Salazar, to approve the third reading and adopt the Ordinance Amending Chapter 155 of the Code of Ordinances to Adopt 2015 International Codes. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1051)**

Motion by DeLong, seconded by Youngquist, that the Regular Session held at 6:00 P.M., Tuesday, October 18, 2016 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor



Council Minutes 10-25-2016

The Council of the City of Washington, Iowa, met in Special Session in the Nicola-Stoufer Room, in the Washington Public Library, 115 W. Washington Street, at 6:00 P.M., Tuesday, October 25, 2016. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist.

Motion by Janecek seconded by Youngquist, that the agenda for the Special Session/Work Session to be held at 6:00 P.M., Tuesday, October 25, 2016 be approved as proposed. Motion carried unanimously.

Mary Patterson, Chairperson of the Washington Historic Preservation Commission, gave some background information on the Commission's duties and responsibilities as set in the City Code of Ordinances. The Commission has been active for several years and now would like to add a couple of new procedures. One request was for establishing a process to inform owners of historic and/or significant properties of possible alternatives to tearing the property down. This would not forbid the owner from doing what they want to do with the property, it would just have a process to inform and educate about some alternatives (grants and other monies available) to destroying the building. Also the Commission would like to establish a process to bring possible historic or significant properties or neighborhoods to council which could to be designated historic property or neighborhoods.

After lengthy discussion, staff will research other cities' ordinances and council will hold further discussions.

Discussion regarding YMCA Pool Contract. No YMCA representatives were present. Representatives from the YMCA will be invited to the November 1, 2016 council meeting to answer council questions and hold further discussion.

Discussion on the draft communications plan.

Motion by Rosien, seconded by Gault, to approve the second reading of an Ordinance Establishing Grade Elevations for Sitler Drive. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by DeLong, seconded by Youngquist, to approve the third reading and adopt the Ordinance Amending Code of Ordinances Chapter 69 –S. Iowa Avenue and Sitler Drive - No Parking Zones. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1052)**

Motion by Youngquist, seconded by Gault, to approve the Resolution Approving a Letter of Agreement for S. 15<sup>th</sup> Avenue Paving Project/Subdivision. Roll call on motion: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-103)**

Motion by DeLong, seconded by Rosien, that the Special Session held at 6:00 P.M., Tuesday, October 25, 2016 be adjourned. Motion carried unanimously.

Illa Earnest, City Clerk

Sandra Johnson, Mayor



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 40587  
 Date 09/30/2016

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

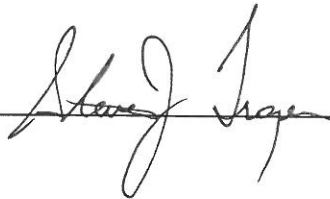
Professional Services for the Period of 08/28/2016 to 09/30/2016

**Lump Sum Phases**

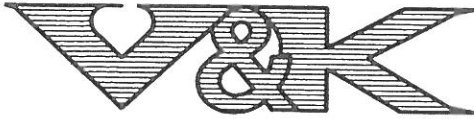
Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
<b>Preliminary Design</b>	126,460.00	90.00	88,522.00	113,814.00	25,292.00
<b>Final Design</b>	177,830.00	0.00	0.00	0.00	0.00
<b>Bidding</b>	16,780.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>321,070.00</b>	<b>35.45</b>	<b>88,522.00</b>	<b>113,814.00</b>	<b>25,292.00</b>

**Invoice total      \$25,292.00**

Approved by: \_\_\_\_\_



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



# VEENSTRA & KIMM, INC.

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

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

## STATEMENT OF PROFESSIONAL SERVICES

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

October 21, 2016  
Project No: 24644  
Invoice No: 18

Project Manager Leland Belding III

Engineering services for Industrial Park Rise Improvements - Design Services:

### Professional Services from September 18, 2016 to October 15, 2016

#### Professional Personnel

	Hours	Rate	Amount	
Engineer III-A	31.00	119.00	3,689.00	
Engineer IV	8.00	103.00	824.00	
Surveyor II	2.00	83.00	166.00	
Totals	41.00		4,679.00	
<b>Total Labor</b>				<b>4,679.00</b>

#### Reimbursable Expenses

Miscellaneous Expense			8.58	
<b>Total Reimbursables</b>			<b>8.58</b>	<b>8.58</b>

#### Unit Billing

Duplication			4.50	
Duplication-8.5 X11 Color			4.25	
<b>Total Units</b>			<b>8.75</b>	<b>8.75</b>

#### Billing Limits

	Current	Prior	To-Date	
Total Billings	4,696.33	179,710.37	184,406.70	
Limit			190,000.00	
Remaining			5,593.30	
			<b>Total this Invoice</b>	<b>\$4,696.33</b>

#### Billings to Date

	Current	Prior	Total
Labor	4,679.00	175,500.00	180,179.00
Expense	8.58	961.69	970.27
Unit	8.75	3,248.68	3,257.43
<b>Totals</b>	<b>4,696.33</b>	<b>179,710.37</b>	<b>184,406.70</b>



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

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

## STATEMENT OF PROFESSIONAL SERVICES

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

October 21, 2016  
Project No: 24645  
Invoice No: 9

Project Manager Leland Belding III

Engineering services for Industrial Park Rise Improvements - General Services:

### Professional Services from September 18, 2016 to October 15, 2016

#### Professional Personnel

	Hours	Rate	Amount	
Clerical III	4.50	43.00	193.50	
Engineer III-A	5.00	119.00	595.00	
Technician III	13.00	69.00	897.00	
Totals	22.50		1,685.50	
<b>Total Labor</b>				<b>1,685.50</b>

#### Unit Billing

Duplication			1.60	
Duplication-8.5 X11 Color			5.10	
Mileage			46.98	
<b>Total Units</b>			<b>53.68</b>	<b>53.68</b>

#### Billing Limits

	Current	Prior	To-Date	
Total Billings	1,739.18	23,456.51	25,195.69	
Limit			36,000.00	
Remaining			10,804.31	
			<b>Total this Invoice</b>	<b>\$1,739.18</b>

#### Billings to Date

	Current	Prior	Total
Labor	1,685.50	22,563.50	24,249.00
Expense	0.00	682.81	682.81
Unit	53.68	210.20	263.88
<b>Totals</b>	<b>1,739.18</b>	<b>23,456.51</b>	<b>25,195.69</b>



# INVOICE

INV63170

## IMWCA

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION

500 SW 7TH STREET, SUITE 101

DES MOINES, IA 50309-4506

PHONE: 800-257-2708

DATE

11/1/2016

PAGE:

1

Mbr No: 0706    Member Name: 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	INSTALL5	Installment 6 of 8 - Work Comp Prem 16-17			9,673.00	\$9,673.00

This invoice is due by December 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

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF THREE

PAGES

TO OWNER:  
 City of Washington  
 215 E. Washington Street  
 Washington, IA 52353

PROJECT: Well #7 Upgrades

FROM CONTRACTOR:  
 Neumiller Electric  
 605 Hwy 1 West  
 Iowa City, IA 52246

VIA ARCHITECT:  
 Fox Engineering  
 414 South 17th ST, Suite 107  
 Ames, IA 50010

APPLICATION NO: 1

PERIOD TO: 10/25/16

JOB #: 641701  
 Neumiller Project #: 16-108-C  
 CONTRACT DATE

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	52,439.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	52,439.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	10,191.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	510
b. 5 % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	509.55
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	9,681.45
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	
8. CURRENT PAYMENT DUE	\$	9,681.45
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	42,757.55

CONTRACTOR:

By: Craig Merchant Digitally signed by Craig Merchant  
 DN: cn=Craig Merchant, o=Neumiller Electric, email=Craig.Merchant@neumillerelectric.com, c=USA Date: \_\_\_\_\_

State of: \_\_\_\_\_ County of: \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
 Notary Public:  
 My Commission expires: \_\_\_\_\_

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED . . . . . \$ \_\_\_\_\_

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>	\$0.00	\$0.00
<b>NET CHANGES by Change Order</b>	\$0.00	





4507 SE Rio Court  
 Ankeny, IA 50021  
 515-289-9994 • 800-933-1190  
 Fax: 515-289-9995

**MacQueen Equipment Group**  
 1125 East 7th Street  
 St. Paul, MN 55106  
 www.macqueeneq.com  
 (phone) 651-645-5726

**Ship To:** CITY OF WASHINGTON  
 515 E 6TH ST 52353

**Invoice To:** CITY OF WASHINGTON  
 215 E WASHINGTON ST  
 WASHINGTON IA 52353

Branch TRANS IOWA EQUI *REPRINT*		
Date 10/24/16	Time 22:45:46 (B)	Page 01
Account No WASHI002	Phone No 3196536584	Inv No W00046
Ship Via PH 319-458-0367	Purchase Order ZACH	
Tax ID No		
		Salesperson 140

**SERVICE INVOICE**

STK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS
C001316	PELICAN NS		1E NS2044D 1E NS2044D		
REPAIR# 1 C 1740 TJ				09/13/16 09/22/16 09/22/16	
HYDRAULIC HOSE LEAK					
<u>COMPLAINT:</u>					
FIND HYDRAULIC HOSE LEAK AND REPLACE ANY HOSE THAT LOOK WORN/BAD.					
<u>CORRECTION:</u>					
TESTED UNIT AND FOUND LEAK. REMOVED LEAKING HOSE AND REPLACE WITH NEW HOSE. REFILLED UNIT WITH HYDRAULIC FLUID. REPLACED O-RING ON RH HOPPER LIFT CYLINDER.					
1079765	HOSE ASSY		1 N	134.95	134.95
				PARTS	134.95
				LABOR	731.85
11000003				REPAIR TOTAL==>	866.80

REPAIR# 2 C 1740 TJ				09/13/16 09/23/16 09/22/16	
WATER PUMP ISSUE					
<u>COMPLAINT:</u>					
ELECTRIC WATER PUMP ISSUE, NO WATER PRESSURE. PER THE CUSTOMER, MIGHT HAVE A RESTRICTION OR KINK IN A WATER LINE GOING TO PUMP THAT IS BURNING UP THE WATER PUMP.					
<u>CORRECTION:</u>					
TESTED THE HIGH/ LOW FLOW, TESTED GOOD. DISCOVERED LOW PRESSURE SWITCH HAD SHORT AND LEAKING. REPLACED 3 PSI SWITCH. ALSO CLEANED Y CONNECTOR AND SPRAY WATER COIL.					
1048596	LOW WATER PRES		1 M	31.84	31.84
				PARTS	31.84
				LABOR	932.40
11000003				REPAIR TOTAL==>	964.24

CONTINUED ON PAGE 02

Quality Environmental Solutions and Support



MACQUEEN EQUIPMENT GROUP

www.macqueeneq.com

X

Received By

Date



4507 SE Rio Court  
 Ankeny, IA 50021  
 515-289-9994 • 800-933-1190  
 Fax: 515-289-9995

**MacQueen Equipment Group**  
 1125 East 7th Street  
 St. Paul, MN 55106  
 www.macqueeneq.com  
 (phone) 651-645-5726

**Ship To:** CITY OF WASHINGTON  
 515 E 6TH ST 52353

**Invoice To:** CITY OF WASHINGTON  
 215 E WASHINGTON ST  
 WASHINGTON IA 52353

Branch TRANS IOWA EQUI		
Date 10/24/16	Time 22:45:46 (B)	Page 02
Account No WASHI002	Phone No 3196536584	Inv No W00046
Ship Via PH 319-458-0367	Purchase Order ZACH	
Tax ID No		
		Salesperson 140

**SERVICE INVOICE**

STK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS
C001316	PELICAN		1E NS2044D		
	NS		1E NS2044D		
REPAIR# 3 C 1740 TJ		09/13/16	09/26/16	09/22/16	
CONVEYOR/BEARING REPLACEMENT					
<u>COMPLAINT:</u>					
REPLACE UPPER AND LOWER BEARINGS AND CONVEYOR BELT.					
<u>CORRECTION:</u>					
REMOVED CONVEYOR UPPER AND LOWER BEARINGS. INSTALLED NEW BEARINGS. REMOVED CONVEYOR AND REPLACED WITH NEW BELT. RAN CONVEYOR ADJUSTING AS NEEDED.					
1015801	BELT SPLICE HDW	1	46.86		46.86
	BELT SPLICE HDWRE KIT				
1034473	BEARING - E/F	2	107.44		214.88
1075388	CAP-LWR CONVYR	2	16.31		32.62
	CAP-LWR CONVYR BRG				
1078123	BRG-LWR ROLL	2	83.95		167.90
1082386	BELT-CHEVRON 15	1	968.23		968.23
	BELT-CHEVRON 157.0"				
5008407	FELT SEAL RING	2	6.28		12.56
	PARTS				1443.05
	LABOR				1365.56
11000003	REPAIR TOTAL==>				2808.61

REPAIR# 4 C 1740 TJ 09/13/16 09/28/16 09/22/16  
 DIRT SHOE PART INSTALL  
COMPLAINT:  
 REPLACE DIRT SHOE PARTS THAT CUSTOMER IS PROVIDING. ALSO TEST UNIT COMPLETELY FOR OTHER POSSIBLE ISSUES.  
CORRECTION:  
 REMOVED LH & RH TOW BRACKET PINS, RH DIRT SHOE, SPRINGS AND TOW BARS. REPLACE WITH ALL NEW PARTS AND TESTED. ALL GOOD.  
 ADDITIONAL REPAIRS NEEDED:

CONTINUED ON PAGE 03

*Quality Environmental Solutions and Support*



MACQUEEN EQUIPMENT GROUP

www.macqueeneq.com

X  
 Received By \_\_\_\_\_ Date \_\_\_\_\_



4507 SE Rio Court  
 Ankeny, IA 50021  
 515-289-9994 • 800-933-1190  
 Fax: 515-289-9995

**MacQueen Equipment Group**  
 1125 East 7th Street  
 St. Paul, MN 55106  
 www.macqueeneq.com  
 (phone) 651-645-5726

**Ship To:** CITY OF WASHINGTON  
 515 E 6TH ST 52353

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Tax ID No		
		Salesperson 140

**SERVICE INVOICE**

STK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS
C001316	PELICAN		1E NS2044D		
	NS		1E NS2044D		
MB LIFT CYLINDER ON RH SIDE HAD MOVEABLE PIN. RE-INSTALLED PIN AND PUT ON NEW E TYPE SNAP RING. WELDED 2 HOLD DOWN BRACKETS TO CONVEYOR COVER TO HOLD DOWN MAIN BROOM FRONT COVER. INSTALLED NEW MB FRONT COVER. ALSO PUT IN 4 NEW RETAINING NUTS FOR FASTENING MB COVER WELDMENT TO UNIT.					
1031769	SAFETY SNAP PIN	2	1.21		2.42
	SAFETY SNAP PIN-C				
1076767	.312-18 NUT RET	4	1.61		6.44
	.312-18 NUT RETAINER				
1078768	TUBE-COVER HOLD	1	74.99		74.99
	TUBE-COVER HOLD-DWN				
1078796	PL-MBRM CVR HOL	4	2.43		9.72
	PL-MBRM CVR HOLDDOWN				
1079055	COVER-MAINBROOM	1	122.13		122.13
	COVER-MAINBROOM, FRT				
5009429	RTNG RING, .574	1	.22		.22
	RTNG RING, .574 ID				
			PARTS		215.92
			LABOR		787.80
11000003			REPAIR TOTAL==>		1003.72

REPAIR#	5 C 1740 TJ	09/13/16	09/14/16	09/22/16	
	TRAVEL TIME				
	SUBLET	PICK/DEL, PENSKE	1	508.92	508.92
				LABOR	519.96
				SUBLET	508.92
11000003				REPAIR TOTAL==>	1028.88

\*\*\*\*\* WORK ORDER TOTALS \*\*\*\*\*  
 CONTINUED ON PAGE 04

Quality Environmental Solutions and Support



MACQUEEN EQUIPMENT GROUP™

www.macqueeneq.com

X  
 Received By \_\_\_\_\_ Date \_\_\_\_\_





4507 SE Rio Court  
 Ankeny, IA 50021  
 515-289-9994 • 800-933-1190  
 Fax: 515-289-9995

**MacQueen Equipment Group**  
 1125 East 7th Street  
 St. Paul, MN 55106  
 www.macqueeneq.com  
 (phone) 651-645-5726

**Ship To:** CITY OF WASHINGTON  
 515 E 6TH ST 52353

**Invoice To:** CITY OF WASHINGTON  
 215 E WASHINGTON ST  
 WASHINGTON IA 52353

Branch TRANS IOWA EQUI		
Date 10/24/16	Time 22:45:46 (B)	Page 04
Account No WASHI002	Phone No 3196536584	Inv No W00046
Ship Via PH 319-458-0367	Purchase Order ZACH	
Tax ID No		
		Salesperson 140

**SERVICE INVOICE**

STK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS
C001316	PELICAN	1E	NS2044D		
	NS	1E	NS2044D		
			PARTS		1825.76
			LABOR		4337.57
			SUBLET		508.92
			IN HOUSE CHARGE		6672.25

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 GROUP™

X  
 \_\_\_\_\_  
 Received By Date

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

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

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October 28, 2016

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

**OCTOBER, 2016 INVOICE**

For legal services rendered to the City of Washington, Iowa

TOTAL HOURS	10.5 hours (reg)
TOTAL MILEAGE	198 miles
Hourly Rate	\$90/hour- Reg
Mileage Rate	\$0.56 per mile
TOTAL FOR THIS INVOICE	\$1,055.88

PAWS & More Animal Shelter

1004 1/2 West Madison Street  
Washington, IA 52353

Invoice

Date	10/19/2016
------	------------

Invoice #	48
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Bill To  
City of Washington  
215 E Washington St  
Washington, IA 52353

Terms	DUE UPON RE...
-------	----------------

*01/18  
aid +  
approved*

Description	Quantity	Rate	Amount
Animal Services-July thru Sept. 2016		4,250.00	4,250.00
Animal Services-Dog pound dogs taken in leu of euthanasia- May 2015 thru Oct. 19, 2016	28	46.65	1,306.20
<b>Total</b>			\$5,556.20

*pay \$1,306.20* *KB*  
*10/20/16*



**Applicant License Application ( LC0033534 )**

<b>Name of Applicant:</b> <u>DODICI, Inc.</u>		
<b>Name of Business (DBA):</b> <u>Cafe Dodici</u>		
<b>Address of Premises:</b> <u>120-122 S Iowa Ave</u>		
<b>City</b> <u>Washington</u>	<b>County:</b> <u>Washington</u>	<b>Zip:</b> <u>52353</u>
<b>Business</b>	<u>(319) 653-4012</u>	
<b>Mailing</b>	<u>PO Box 406</u>	
<b>City</b> <u>Washington</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>52353</u>

**Contact Person**

<b>Name</b> <u>Melinda Lord</u>	
<b>Phone:</b> <u>(319) 653-4301</u>	<b>Email</b> <u>accounting@cafedodici.com</u>

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 12/01/2016

**Expiration Date:** 11/30/2017

**Privileges:**

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

**Status of Business**

<b>BusinessType:</b> <u>Privately Held Corporation</u>	
<b>Corporate ID Number:</b> <u>291585</u>	<b>Federal Employer ID</b> <u>20-0845326</u>

**Ownership**

**Tsalika Drown**

**First Name:** Tsalika                      **Last Name:** Drown  
**City:** Washington                      **State:** Iowa                      **Zip:** 52353  
**Position:** Owner  
**% of Ownership:** 40.00%                      **U.S. Citizen:** Yes

**Lorraine Williams**

**First Name:** Lorraine                      **Last Name:** Williams  
**City:** Washington                      **State:** Iowa                      **Zip:** 52353  
**Position:** Owner  
**% of Ownership:** 30.00%                      **U.S. Citizen:** Yes

**Alessandro Scipioni**

**First Name:** Alessandro

**Last Name:** Scipioni

**City:** Washington

**State:** Iowa

**Zip:** 52353

**Position:** Owner

**% of Ownership:** 30.00%

**U.S. Citizen:** No

**Insurance Company Information**

**Insurance Company:** West Bend Mutual Insurance Company

**Policy Effective Date:** 12/01/2016

**Policy Expiration** 12/01/2017

**Bond Effective**

**Dram Cancel Date:**

**Outdoor Service Effective**

**Outdoor Service Expiration**

**Temp Transfer Effective**

**Temp Transfer Expiration Date:**

**WWTP report  
November 1, 2016  
Council meeting**

- **After hour alarm and dog call outs** –  
16<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 803 North 7<sup>th</sup>, 12:30p.m. Parker  
17<sup>th</sup> WWTP, high priority alarm, 6:56 p.m. Fred  
22<sup>nd</sup> dog call, Safety Center reported a dog to be picked up at Paws & More, 1:00 p.m. Jason  
22<sup>nd</sup> dog call, Safety Center reported a dog to be picked up at the Police station, 3:10 p.m. Jason
- **Dept Head meetings** – I attended the meetings on the 18<sup>th</sup> and 25<sup>th</sup>.
- **WWTP generator** – A service tech from the 3E Company was at the WWTP on October 18, 2016 to perform the bi-annual preventative maintenance contract work. I also requested they collect a fuel sample to be analyzed before winter.
- **Bi-annual sampling** – Jason collected samples at Bazooka-Farmstar and Montchevre-Betin, Inc on the 18<sup>th</sup> for analysis. Results from both places came back under their discharge limits.
- **Fall cleanup** – Had a meeting at the WWTP on the 18<sup>th</sup> to discuss what needs to be done in preparation for this year's fall cleanup. We got things setup for fall cleanup this morning at the WWTP. We already have had four (4) people wanting to unload this morning.
- **JD riding mower** – Parker and Jason replaced all filters on the mower, greased it, and changed all oils in it. We may have to mow one more time but it's ready for winter storage.
- **LS tractor/bush hog mower** – Jason hooked the mower back up. He mowed around the outside of the chain link fences, tall weeds along farm field divides, water ways, tall weeds in and around the new business park, and the south city field where it had flooded and ruined the corn crop.
- **WWTP maintenance** – Parker and Jason have hosed off the SBR decanters, changed oil and greased a digester blower, skimmed floating grease chunks out of the SBR tanks and off the water surface that entered the WWTP when the M/C Dept was flushing and jetting the city sewer system as part of their routine maintenance. We replaced twenty nine (29) paper air filters on the 20<sup>th</sup> preparing the HVAC systems for winter operation.
- **Used pump** – Jason took a used pump from the old WWTP to Iowa Pump Works (IPW) in Ankeny so IPW could retrofit it to be installed in the East EQ. The estimated cost was \$1,118.60. By retrofitting the old pump to work in the East EQ saved around \$4,000.00 from us having to purchase a new pump.
- **Thanks to Zach** – He fixed the seat on the LS tractor and also put a new carb kit in our four inch (4") portable gas pump.

**Fred E. Doggett  
10/28/2016 10:39 AM**

Washington Volunteer Fire Department  
October 12,2016

August Fires

3 City fires	390.00
2 rural fires	550.00
0 Drill	000.00
5 fires	940.00

Meeting was preceded by Operation Edith 714 lights this year

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Randy Tisor made a motion to pay all bills against the department. Seconded by Kevin Shultz.

Motion passed

Committees; Social ; snacks after meeting

Fire Prevention Thank You for all the help

Rescue

Communication: Ragbrai donation of \$2000.00.

Applications: We are still short one member.

Old business: County meeting in Wellman Talked about box alarm..

Kirkwood fire school :Doug Sanders Rehab. , Brendan DeLong First Five, mark Chenoweth

Reading smoke. Phil Morris rehab.

Rehab. Ron See is helping.

New business:FF I : Nic Williams, Andy Miller and Parker Turner passed except Haz mat retest Nov. 22.

Jim Seward benefit went well. The Dept. Donated a painted air bottle.

Physicals will be November 15 from 4-7pm and 16 from 8-10am

October 19 Training. 6:00pm Bio diesel plant then United Suppliers Then The Auditorium

After fires we all need to come to the station and get trucks back in service.

Truck #2 is back in service.

The burn trailer needs some work before we take it to the schools.

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

10/8/16-10/21/16

**STREETS:** M/C Personnel began the leaf program, and are staying on schedule to this point. The total leaf loads to date is 11. The street sweeper swept the town.

**WATER DISTRIBUTION:** M/C Personnel repaired a water box (rod) located at 407 South 2<sup>nd</sup> Ave. Personnel repaired water main break at 622 South 2<sup>nd</sup> Ave, used a repair sleeve on the 4 inch CIP.

**SEWER COLLECTION:** M/C Personnel completed flushing terminal manholes and trouble spots using 32,000 gallons in the last couple weeks.

**STORM SEWER COLLECTION:** M/C Personnel completed installing the 15 inch storm sewer pipe along West 3<sup>rd</sup> St. Personnel have yet to set a structure at the beginning and will begin pouring back concrete very soon.

**MECHANIC/SHOP:** M/C Personnel serviced #111 (king pin and front end repair), Case backhoe (new belt), Cat end loader (plow mount) and PD 25 (replace transfer case output, replace DRL and rotate tires).

**OTHER:** M/C Personnel responded to 59 One Call Locates. Yard waste and bag pick up continued, total bags YTD 13,330.

*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.*

**DELONG CONSTRUCTION, INC.**  
**SITLER DRIVE AND H AVENUE**

**QUANTITIES COMPLETE AS OF 10/25/16**

	Contract Qty	Unit Price	Adjusted Contract Value	JTD Qty complete	Previous Qty	Qty this period	JTD Extension
1	TRAFFIC CONTROL	1	LS \$ 2,000.00	\$ 2,000.00	0.5	0.5	0 \$ 1,000.00
2	MOBILIZATION	1	LS \$ 17,000.00	\$ 17,000.00	1	1	0 \$ 17,000.00
3	CLEARING AND GRUBBING	1	LS \$ 4,200.00	\$ 4,200.00	1	1	0 \$ 4,200.00
4	STRIPPING, SALVAGING AND SPREADING TOPSOIL	730	CY \$ 8.75	\$ 6,387.50	365	365	0 \$ 3,193.75
5	EXCAVATION, CLASS 10, ONSITE	610	CY \$ 13.00	\$ 7,930.00	610	350	260 \$ 7,930.00
6	BELOW GRADE EXCAVATION (CORE OUT)	120	CY \$ 35.00	\$ 4,200.00	13.29	13.29	0 \$ 465.15
7	SUBGRADE PREPARATION	1798	SY \$ 1.50	\$ 2,697.00	1949	1798	151 \$ 2,923.50
8	SUBBBASE, MODIFIED, 6" THICK	1798	SY \$ 7.50	\$ 13,485.00	1949	1798	151 \$ 14,617.50
9	REMOVE EXISTING 18" ADS CULVERT	60	LF \$ 10.00	\$ 600.00	60	60	0 \$ 600.00
10	REMOVE EXISTING 24" ADS CULVERT	43	LF \$ 10.00	\$ 430.00	65	65	0 \$ 650.00
11	TRENCH FOUNDATION	3	TONS \$ 40.00	\$ 120.00			0 \$ -
12	STORM SEWER, TRENCHED, PVC, SDR35, 6" DIA	18	LF \$ 35.00	\$ 630.00	18	18	0 \$ 630.00
13	STORM SEWER, TRENCHED, RCP, 12" DIA	23	LF \$ 45.00	\$ 1,035.00	23	23	0 \$ 1,035.00
14	STORM SEWER, TRENCHED, RCP, 18" DIA WITH GRANULAR	73	LF \$ 75.00	\$ 5,475.00	73	73	0 \$ 5,475.00
15	STORM SEWER, TRENCHED, RCP, 24" DIA WITH GRANULAR	61	LF \$ 92.00	\$ 5,612.00	61	61	0 \$ 5,612.00
16	PIPE APRON, 24"	1	EA \$ 1,650.00	\$ 1,650.00	1	1	0 \$ 1,650.00
17	PIPE APRON GUARD, 24"	1	EA \$ 960.00	\$ 960.00	1	1	0 \$ 960.00
18	LONGITUDINAL SUBDRAIN, TYPE 1, 4"	1264	LF \$ 9.00	\$ 11,376.00	1190	1190	0 \$ 10,710.00
19	SUBDRAIN CLEANOUT, TYPE A-1	2	EA \$ 650.00	\$ 1,300.00	2	2	0 \$ 1,300.00
20	SUBDRAIN OUTLET, CONNECTION TO STRUCTURE	4	EA \$ 500.00	\$ 2,000.00	4	4	0 \$ 2,000.00
21	STORM MANHOLE, SW-401, 48"	1	EA \$ 2,800.00	\$ 2,800.00	1	1	0 \$ 2,800.00
22	STORM INTAKE, SW-510 WITH INSERT	2	EA \$ 6,400.00	\$ 12,800.00	2	2	0 \$ 12,800.00
23	STORM INTAKE, SW-512, 18" DIA WITH SW604 TYPE 3A C	1	EA \$ 2,050.00	\$ 2,050.00	1	1	0 \$ 2,050.00
24	SANITARY MANHOLE ROTATE AND ADJUSTMENT, MINOR	2	EA \$ 1,650.00	\$ 3,300.00	2	2	0 \$ 3,300.00
25	FIELD TILE RISER RELOCATION	1	EA \$ 650.00	\$ 650.00	1	1	0 \$ 650.00
26	CONNECT TO EXISTING STORM SEWER MANHOLE	1	EA \$ 1,500.00	\$ 1,500.00	1	1	0 \$ 1,500.00
27	PCC PAVEMENT, 7" CLASS 3 WITH INTEGRAL CURB	1518	SY \$ 43.65	\$ 66,260.70	1453	1537	-84 \$ 63,423.45
28	PAVEMENT REMOVAL, PCC, ACC, AND GRAULAR DRIVEWAY &	349	SY \$ 9.50	\$ 3,315.50	381	320	61 \$ 3,619.50
29	PCC SIDEWALK, 4"	328	SY \$ 34.00	\$ 11,152.00	346		346 \$ 11,764.00
30	DETECTABLE WARNINGS	10	SF \$ 35.00	\$ 350.00	10		10 \$ 350.00
31	PCC DRIVEWAY 6"	116	SY \$ 43.00	\$ 4,988.00	116		116 \$ 4,988.00
32	PCC DRIVEWAY 7"	117	SY \$ 47.35	\$ 5,539.95	117		117 \$ 5,539.95
33	FULL DEPTH PATCHING, PCC, 7" CLASS 3 UNIT PRICE ON	21	SY \$ 156.00	\$ 3,276.00			0 \$ -
34	SUBBASE OVEREXCAVATION	1	TONS \$ 50.00	\$ 50.00			0 \$ -
35	PARTIAL DEPTH PATCHING, PCC	878	SF \$ 46.50	\$ 40,827.00	878		878 \$ 40,827.00
36	CRACK AND JOINT CLEANING AND FILLING, HOT POUR	69	LF \$ 3.00	\$ 207.00	69		69 \$ 207.00
37	PAVEMENT REMOVAL, PCC, EXISTING STREET	683	SY \$ 9.00	\$ 6,147.00	658.95	658.95	0 \$ 5,930.55
38	SEEDING, FERTILIZING AND MULCHING, STABILIZATION	0.9	AC \$ 3,400.00	\$ 3,060.00			0 \$ -
39	SWPPP MANAGEMENT	1	LS \$ 1,000.00	\$ 1,000.00	1	0.25	0.75 \$ 1,000.00
40	EROSION STONE WITH ENGINEERING FABRIC	15	TONS \$ 50.00	\$ 750.00			0 \$ -
41	SILT FENCE	400	LF \$ 2.00	\$ 800.00			0 \$ -
42	REMOVAL OF SILT FENCE	400	LF \$ 1.50	\$ 600.00			0 \$ -
43	INLET PROTECTION DEVICE	2	EA \$ 165.00	\$ 330.00			0 \$ -
44	INLET PROTECTION DEVICE MAINTENANCE	2	EA \$ 100.00	\$ 200.00			0 \$ -
45	CONSTRUCTION SURVEY	1	LS \$ 4,800.00	\$ 4,800.00	1	0.75	0.25 \$ 4,800.00
46	PAINTED PAVEMENT MARKINGS, DURABLE	11	STA \$ 50.00	\$ 550.00			0 \$ -
47	PAINTED SYMBOLS AND LEGEND	2	EA \$ 150.00	\$ 300.00			0 \$ -
101	TRAFFIC CONTROL	1	LS \$ 2,000.00	\$ 2,000.00	1	1	0 \$ 2,000.00
102	MOBILIZATION	1	LS \$ 9,500.00	\$ 9,500.00	1	0.25	0.75 \$ 9,500.00
103	CLEARING AND GRUBBING	51	UNIT \$ 80.00	\$ 4,080.00	51	51	0 \$ 4,080.00
104	STRIPPING, SALVAGING AND SPREADING TOPSOIL	500	CY \$ 9.00	\$ 4,500.00	400	150	250 \$ 3,600.00
105	EXCAVATION, CLASS 10, ONSITE	150	CY \$ 20.00	\$ 3,000.00	50		50 \$ 1,000.00
106	BELOW GRADE EXCAVATION (CORE OUT)	20	CY \$ 40.00	\$ 800.00			0 \$ -
107	SUBGRADE PREPARATION	1340	SY \$ 1.50	\$ 2,010.00	1340		1340 \$ 2,010.00
108	SUBBBASE, MODIFIED, 6" THICK	1340	SY \$ 7.65	\$ 10,251.00	1340		1340 \$ 10,251.00
109	STORM SEWER, TRENCHED, RCP, 12" DIA	72	LF \$ 56.00	\$ 4,032.00	60	60	0 \$ 3,360.00
110	REMOVE STORM SEWER, 6" ADS	35	LF \$ 10.00	\$ 350.00	35	35	0 \$ 350.00
111	PIPE APRON, 12"	2	EA \$ 1,350.00	\$ 2,700.00	2	2	0 \$ 2,700.00
112	PIPE APRON GUARD, 12"	2	EA \$ 670.00	\$ 1,340.00			0 \$ -
113	LONGITUDINAL SUBDRAIN, TYPE 1, 4"	490	LF \$ 9.00	\$ 4,410.00	436		436 \$ 3,924.00
114	SUBDRAIN CLEANOUT, TYPE A-1	5	EA \$ 650.00	\$ 3,250.00			0 \$ -
115	SUBDRAIN OUTLET, CONNECTION TO STRUCTURE	5	EA \$ 500.00	\$ 2,500.00	5		5 \$ 2,500.00
116	STORM INTAKE, SW-501	2	EA \$ 3,670.00	\$ 7,340.00	2	2	0 \$ 7,340.00
117	REMOVE STORM INTAKE	1	EA \$ 600.00	\$ 600.00	1		1 \$ 600.00
118	PCC PAVEMENT, 7" CLASS 3 WITH INTEGRAL CURB	1081	SY \$ 47.65	\$ 51,509.65	1275		1275 \$ 60,753.75
119	PAVEMENT REMOVAL, PCC EXISTING DRIVEWAY	8	SY \$ 15.00	\$ 120.00	8		8 \$ 120.00
120	GRANULAR SURFACING	86	TONS \$ 25.00	\$ 2,150.00			0 \$ -
121	PAVEMENT REMOVAL, PCC, EXISTING STREET	1028	SY \$ 8.50	\$ 8,738.00	1032.1	946.5	85.6 \$ 8,772.85
122	SEEDING, FERTILIZING AND MULCHING, STABILIZATION	1	AC \$ 3,150.00	\$ 3,150.00			0 \$ -
123	SWPPP MANAGEMENT	1	LS \$ 1,000.00	\$ 1,000.00	0.5	0.25	0.25 \$ 500.00
124	EROSION STONE WITH ENGINEERING FABRIC	30	TONS \$ 50.00	\$ 1,500.00			0 \$ -
125	SILT FENCE	480	LF \$ 2.00	\$ 960.00			0 \$ -
126	REMOVAL OF SILT FENCE	480	LF \$ 1.50	\$ 720.00			0 \$ -
127	INLET PROTECTION DEVICE	2	EA \$ 165.00	\$ 330.00			0 \$ -
128	INLET PROTECTION DEVICE MAINTENANCE	2	EA \$ 100.00	\$ 200.00			0 \$ -
129	CONSTRUCTION SURVEY	1	LS \$ 2,700.00	\$ 2,700.00	1	0.25	0.75 \$ 2,700.00
			\$ -	\$ -			0 \$ -
	BELOW GRADE EXCAVATION & FILL WITH DIRT		CY \$ 30.00	\$ -	250.6		250.6 \$ 7,518.00
	CLEARED TWO TREES		EA \$ 750.00	\$ -	2		2 \$ 1,500.00
			\$ -	\$ -			0 \$ -
	CONTRACT VALUE:		\$ 402,431.30		VALUE OF COMPLETED WORK:		\$ 382,580.95
					LESS 3% RETAINAGE:		\$ 11,477.43
					LESS PREVIOUS PAYMENTS:		\$ 206,366.29
					DUE:		\$ 164,737.23



<b>POLICE</b>	ALTORFER	OIL ANALYSIS	84.00
	ARAMARK UNIFORM SERV INC.	RUG SERVICE	486.84
	COMPUTER RESOURCE SPECIALIST	COMPUTER MAINTENANCE	45.00
	JOHN DEERE FINANCIAL	DOG FOOD	19.99
	L-TRON CORPORATION	THERMAL PAPER	162.00
	MARCO, INC.	COPIER	103.00
	MOORE'S BP AMOCO INC	IMPOUND AND STORAGE	245.00
	QUILL	SUPPLIES	53.25
	SUNSET LAW ENFORCEMENT	SUPPLIES	3,435.00
	UP-TOWN AUTO WASH	REFILL CAR WASH	100.00
	VISA	SOFTWARE, VIRUS PROT	4,071.78
	WASHINGTON NOON KIWANIS CLUB	DUES - ELLINGSON	117.00
	WASHINGTON PUBLIC HEALTH	FLU SHOTS	390.00
		<b>TOTAL</b>	<b>9,312.86</b>
	<b>FIRE</b>	ACE ELECTRIC. INC	GENERATOR MAINTENANCE
ALLIANT ENERGY		ALLIANT ENERGY	31.11
BEAUCHAMP, TOM		MILEAGE REIMB	519.48
TOYNE INC		SERVICE ON TRUCKS & MILEAGE	4,043.12
VISA		REPAIR	91.96
WINDSTREAM IOWA COMMUNICATIONS		SERVICE	173.11
		<b>TOTAL</b>	<b>5,771.53</b>
<b>DEVELOPMENT SERVICES</b>	CLERK OF COURT	MUNICIPAL INFRACTION -918 E MAIN	80.00
	IABO - IA ASSOC OF BLDG OFFICIALS	MEMBERSHIP DUES	50.00
	LUKE WASTE MANAGEMENT	ABATEMENT OF TRASH	65.00
	VISA	SCHOOLING, LODGING	332.64
	WAL-MART	PARTS AND SUPPLIES	19.88
		<b>TOTAL</b>	<b>547.52</b>
<b>LIBRARY</b>	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	AMAZON	LIBRARY MATERIALS	839.47
	CARSON PLUMBING & HEATING SRVS INC	WATER HEATER REPLACEMENT	753.14
	DEMCO	BOOK COVERS	83.84
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	179.71
	GALE/CENGAGE LEARNING	WESTERNS	36.34
	I TECH TECHNOLOGY EXPERTS	5 STAFF COMPUTERS & INSTAL	3,279.95
	ODE DESIGN	BOOK	44.00
	RECORDED BOOKS LLC	BOOKS	157.48
	VISA	POSTAGE, BOOKS, SUPPLIES	846.65
	WCDC INC	WINDOW WASHING	30.00
	WEIDNER, JOLISA	MILEAGE ON CONFERENCE TRAV	142.02
		<b>TOTAL</b>	<b>6,436.60</b>
<b>PARKS</b>	ARMSTRONG, BROOKE	MUNI BAND STIPEND 2016	49.50
	BAUGHMAN, ARNEL	MUNICIPAL BAND STIPEND 201	126.50
	BELL, PETE	MUNI BAND STIPEND 2016	60.50
	BLACK, SAWYER	MUNI BAND STIPEND 2016	55.00
	BORDWELL, VIRGINIA	MUNI BAND STIPEND 2016	121.00
	BROCK, RON	MUNI BAND STIPEND 2016	110.00
	BROCK, WAYNE	MUNI BAND STIPEND 2016	126.50
	BROOKS, BETH	MUNI BAND STIPEND 2016	71.50
	BROOKS, NORMAN	MUNI BAND STIPEND 2016	82.50
	BROTHERTON, AL	MUNI BAND STIPEND 2016	99.00
	CARTER, JEREMIAH	MUNI BAND STIPEND 2016	77.00
	CHALUPA, MARTHA	MUNICIPAL BAND STIPEND 2016	55.00
	CONLON, WALTER	MUNI BAND STIPEND 2016	104.50
	DIAZ, VANESA	MUNI BAND STIPEND 2016	66.00
	FLEMING, DAVID	MUNI BAND STIPEND 2016	88.00
	GOLL, JESSICA	MUNI BAND STIPEND 2016	22.00
	GOLL, SADIE	MUNI BAND STIPEND 2016	38.50
	GUERRA, GEORGE	MUNI BAND STIPEND 2016	77.00
	HANCOCK, JIM	MUNI BAND STIPEND 2016	110.00
	HANIFAN, TOM	MUNI BAND STIPEND 2016	88.00
	HARRIS, ELIZABETH	MUNI BAND STIPEND 2016	121.00
	HARRIS, JOHN	MUNI BAND STIPEND 2016	99.00
	JOHN DEERE FINANCIAL	MOWER REPAIR	33.38
	JOHNSON, BARRY	MUNI BAND STIPEND 2016	99.00
	JOHNSON, CHRISTIAN	MUNI BAND STIPEND 2016	126.50
	KAZAKOV, ANGELINA	MUNI BAND STIPEND 2016	77.00
	KAZAKOV, LUBOV	MUNI BAND STIPEND 2016	71.50

KAZAKOV, ROZALIA	MUNI BAND STIPEND 2016	77.00
KUNZ, DAVID	MUNI BAND STIPEND 2016	55.00
LEVSEN, DENNIS	MUNI BAND STIPEND 2016	55.00
LEVSEN, GREG	MUNI BAND STIPEND 2016	88.00
LUJANO, RIO	MUNI BAND STIPEND 2016	55.00
MARR, DICK	MUNI BAND STIPEND 2016	104.50
MCCLELLEN, COLLETTE	MUNI BAND STIPEND 2016	27.50
MCCURDY, GARY	MUNI BAND STIPEND 2016	110.00
MCNAMAR, TAMERA	MUNI BAND STIPEND 2016	82.50
MCNAMAR, TOM	MUNI BAND DIRECTOR STIPEND	1,725.00
MEADER, EMILY	MUNI BAND STIPEND 2016	115.50
MILLER, CARLEY	MUNI BAND STIPEND 2016	93.50
MURPHY, JANE	MUNI BAND STIPEND 2016	82.50
MURPHY, JANE	MUNI BAND LIBRARIAN STIPEN	275.00
NOVY, TRISTAN	MUNI BAND STIPEND 2016	82.50
PATTERSON, DON	MUNI BAND STIPEND 2016	88.00
RABER, ED	MUNI BAND STIPEND 2016	104.50
RABER, ERICKA	MUNI BAND STIPEND 2016	93.50
RABER, MEREDITH	REISSUE MUNIBAND STIPEND 2015	47.25
REED, DONIELLE	MUNI BAND STIPEND 2016	99.00
RUNYON, HEATHER	MUNI BAND STIPEND 2016	27.50
SCHROCK, STEPHANIE	MUNI BAND STIPEND 2016	115.50
SCHUMAKER, ROSS	MUNI BAND STIPEND 2016	115.50
SEDLACEK, CHEYENNE	MUNI BAND STIPEND 2016	126.50
STANTON, BENJAMIN	MUNI BAND STIPEND 2016	82.50
STARK, FRED	MUNI BAND STIPEND 2016	93.50
TODD, NICOLAS	MUNI BAND STIPEND 2016	82.50
TOWNER, PAUL	MUNI BAND STIPEND 2016	126.50
VANCE, CARYSSA	MUNI BAND STIPEND 2016	77.00
WAL-MART	PARTS AND SUPPLIES	107.99
WATERS, TY	MUNI BAND STIPEND 2016	115.50
WIERS, JOHN	MUNI BAND STIPEND 2016	22.00
WINGA JR, JOHN	MUNI BAND STIPEND 2016	126.50
WOLLENBERG, JEAN	MUNI BAND STIPEND 2016	104.50
WOLLENBERG, NICK	MUNI BAND STIPEND 2016	49.50
	<b>TOTAL</b>	<b>7,089.12</b>

<b>CEMETERY</b>	ALLIANT ENERGY	ALLIANT ENERGY	24.06
	ARNOLD MOTOR SUPPLY	PARTS	37.51
	ATCO INTERNATIONAL	SUPPLIES	533.98
	BIG COUNTRY SEEDS	GRASS SEED & COVER MULCH	544.50
	LOWRY EQUIPMENT	PARTS	73.68
	RICE, DAVID	LOT SALE REFUND	150.00
	TIFCO INDUSTRIES	COTTER PINS	129.95
		<b>TOTAL</b>	<b>1,493.68</b>

<b>FINAN ADMIN</b>	ARMSTRONG HEATING & AIR CONDITIONING I	FURNACE MAINTENANCE	549.50
	BAKER PAPER CO.	COPY PAPER	141.75
	BERRY	WINDSTREAM DIRECTORY	23.20
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	138.68
	FAREWAY STORES	SUPPLIES	30.44
	GOOGLE INC	MONTHLY SERVICE	212.50
	MARIE ELECTRIC INC.	ELECTRICAL RECEPTABLE	75.27
	PIP PRINTING	ENVELOPES	611.52
	QUILL	SUPPLIES	130.03
	ROTARY CLUB OF WASHINGTON	DUES	145.30
	SITLER'S SUPPLIES INC.	LED BULBS	540.00
	VISA	VARIOUS	895.71
	WASHINGTON EVENING JOURNAL	ADVERTISING	468.74
		<b>TOTAL</b>	<b>3,962.64</b>

<b>AIRPORT</b>	CARSON PLUMBING & HEATING SRVS INC	SWITCH	94.43
	ALLIANT ENERGY	ALLIANT ENERGY	682.24
		<b>TOTAL</b>	<b>776.67</b>

<b>ROAD USE</b>	AGRILAND FS, INC	GRASS SEED	254.00
	ALTORFER	PARTS	612.42
	ARNOLD MOTOR SUPPLY	PARTS	447.62
	BARRON MOTOR SUPPLY	PARTS	78.62
	CENTRE STATE INTERNATIONAL	PARTS #117	404.55
	CHEMSEARCH	SUPPLIES	164.93
	GREINER DISCOUNT TIRES	TRACTOR TIRE REPAIR	58.50
	HIWAY SERVICE CENTER	PARTS	46.89

	JOHN DEERE FINANCIAL	SUPPLIES	234.49	
	KIMBALL MIDWEST	PART	141.60	
	LAWSON PRODUCTS INC	PARTS & SUPPLIES	249.86	
	MARTIN EQUIPMENT OF IA-IL	SNOW PUSHER	619.50	
	MOSE LEVY CO INC	SUPPLIES	125.88	
	SADLER POWER TRAIN	PARTS	831.15	
	TIFCO INDUSTRIES	PARTS	454.61	
	ZARNOTH BRUSH WORKS	GUTTER BROOM AND CABLE	816.00	
		<b>TOTAL</b>	<b>5,540.62</b>	
<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY	71.18	
		<b>TOTAL</b>	<b>71.18</b>	
<b>CAPITAL EQUIPMENT</b>	CAPPER FORD	POLICE - 2016 FORD EXPLORER	25,147.10	<b>AS APPROVED BY COUNCIL</b>
		<b>TOTAL</b>	<b>25,147.10</b>	
<b>SIDEWALK REPAIR</b>	JASON HAMILTON	SIDEWALK REPLACEMENT REIMB	887.64	
		<b>TOTAL</b>	<b>887.64</b>	
<b>LIBRARY GIFT</b>	AMAZON	LIBRARY MATERIALS	464.61	
	CUSTOM IMPRESSIONS INC	TAB T-SHIRTS	230.20	
	LET'S CENTER	PROGRAM	60.00	
	VISA	POSTAGE, BOOKS, SUPPLIES	43.86	
		<b>TOTAL</b>	<b>798.67</b>	
<b>WATER PLANT</b>	CARROLL, SUSAN	MILEAGE REIMB	14.58	
	DOMINGUEZ, ISIAH	WATER DEPOSIT REFUND	99.72	
	ECKLOR, KIM	WATER DEPOSIT REFUND	40.74	
	EVANS WELDING LLC	WELDING SERVICE	410.10	
	FERGUSON WATERWORKS# 2516	METERS	7,109.28	
	HERMSEN, BRIAN	WATER DEPOSIT REFUND	108.26	
	KLEESE, TRACY & AMY	WATER DEPOSIT REFUND	39.79	
	MCCLEARY, CHAD	MILEAGE REIMB TO CONFERENC	349.92	
	MCCRACKEN, FAUNNE	WATER DEPOSIT REFUND	46.53	
	MORATAYA, JOSE CRUZ	WATER DEPOSIT REFUND	69.54	
	MUNICIPAL SUPPLY INC	RESETTER	80.40	
	POSTMASTER	BULK MAILING OF WATER BILLS	795.80	
	STATE HYGIENIC LAB	TESTING	294.50	
	STREFF, ROSE	MILEAGE REIMB	2.81	
	TOLANDER, CARISSA	WATER DEPOSIT REFUND	38.86	
	TUSING, DELEN	WATER DEPOSIT REFUND	119.74	
	VISA	MEALS, DNR FEES, SOFTWARE	421.52	
	WATER SOLUTIONS UNLIMITED	CHEMICALS	4,621.45	
		<b>TOTAL</b>	<b>14,663.54</b>	
<b>WATER DISTRIBUTION</b>	AEROSAW INC	E 2ND & HARRISON PATCHES	150.00	
	ARNOLD MOTOR SUPPLY	SUPPLIES	38.97	
	BARRON MOTOR SUPPLY	PARTS	82.39	
	GARD SPECIALISTS CO INC	SAW BLADES	145.04	
	HIWAY SERVICE CENTER	PARTS	32.99	
	IOWA ONE CALL	SERVICE	99.50	
	KLEESE, TIM	BOOT REIMBURSEMENT	100.00	
	LAWSON PRODUCTS INC	SAFETY CANS	104.06	
	PRODUCTIVITY PLUS	BACKHOE REPAIR	476.75	
	USA BLUEBOOK	SAFETY GLASSES	97.02	
	WAL-MART	PARTS AND SUPPLIES	45.94	
		<b>TOTAL</b>	<b>1,372.66</b>	
<b>SEWER PLANT</b>	ARNOLD MOTOR SUPPLY	LAB TOWELS	27.98	
	ATCO INTERNATIONAL	PLANT CHEMICALS	399.60	
	JOHN DEERE FINANCIAL	MOWER PARTS	34.54	
	TESTAMERICA LABORATORIES INC	TESTS	1,423.80	
	TIFCO INDUSTRIES	COUPLINGS	40.76	
		<b>TOTAL</b>	<b>1,926.68</b>	
<b>SEWER COLLECTION</b>	AEROSAW INC	W 3RD ST PATCH	250.00	
	ARNOLD MOTOR SUPPLY	PARTS	474.66	
	BARRON MOTOR SUPPLY	PARTS	15.96	
	CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	48.61	
	DOUDS STONE LLC	ROADSTONE	350.67	

HIWAY SERVICE CENTER	HIWAY SERVICE CENTER	92.02
JOHN DEERE FINANCIAL	SUPPLIES	21.73
RIVER PRODUCTS	ROADSTONE	891.64
SEWER EQUIPMENT	SEWER JET SUPPLIES	376.72
UTILITY EQUIPMENT CO	SEWER PIPE	705.60
WASHINGTON EVENING JOURNAL	ADVERTISING	34.50
	<b>TOTAL</b>	<b>3,262.11</b>

<b>ANIMAL CONTROL</b>	JOHN DEERE FINANCIAL	DOG FOOD	47.95
	TOWN & COUNTRY VET CLINIC	FEES	79.75
		<b>TOTAL</b>	<b>127.70</b>

<b>SANITATION</b>	EL HERALDO HISPANO, INC.	ADVERTISING	150.00
	LUKE WASTE MANAGEMENT	REFUSE/RECYCLING/BULKY ITEMS	28,637.50
	PIP PRINTING	ANNUAL STICKERS AND STICKE	2,548.85
	WASH CO HUMANE SOCIETY	OCTOBER COLLECTIONS	419.79
		<b>TOTAL</b>	<b>31,756.14</b>

<b>TOTAL</b>	<b>120,944.66</b>
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**CITY OF WASHINGTON, IA  
VISA Card Charges - 2016**

**CLAIMS REPORT 11/1/2016**

**POLICE**  
NIGHTREAPER - 3 DAY BALLISTIC SHIELD TRAINING - JOHNSON  
MCAFFEE INSTITUTE - CERTIFIED CYBER INVESTIGATIVE EXPERT TRAINING - GOODMAN  
FS\*TECHSMITH - COMPUTER RECORDING SOFTWARE FOR FORENSIC STUDY OF CASES  
BEST BUY - DRONE (THE POLICE RECEIVED A \$1000 GRANT FOR THIS)  
ITUNES - REIMBURSED BY GOODMAN  
BEST WESTERN - JOHNSON LODGING FOR SHIELD TRAINING

750.00  
1,500.00  
299.00  
1,299.99  
9.99  
212.80

**LIBRARY**  
ENDICIA FEES - POSTAGE FEE  
AMER LIB ASSOC - YOUNG ADULT LIBRARY SERVICES ASSOCIATION/LIBRARY SUPPORT STAFF  
WALMART - OFFICE SUPPLIES  
IOWA LIBRARY ASSOCIATION - ILA CONFERENCE - JENISA  
IOWA LIBRARY ASSOCIATION - ILA CONFERENCE - LINDA  
IOWA LIBRARY ASSOCIATION - ILA CONFERENCE - JO  
IOWA LIBRARY ASSOCIATION - ILA CONFERENCE - DEBBIE  
WALMART - OFFICE SUPPLIES  
PAYPAL\*DBUTHER - ALLIANT GRANT - SPANISH  
UPSP POSTAGE - POSTAGE  
PAYPAL \*BOATAPOLLO - ALLIANT GRANT - SPANISH  
PAYPAL\*SUPREMEMOVI - ALLIANT GRANT - SPANISH  
PAYPAL\*BETTERWORLD - ALLIANT GRANT SPANISH  
CREDIT VOUCHER - RETURNS TO WALMART

9.95  
74.00  
14.94  
125.00  
125.00  
85.00  
206.00  
12.23  
12.92  
200.00  
15.99  
7.97  
6.98  
(5.47)  
**890.51**

**4,071.78**

**FINAN ADMIN**  
MICROSOFT - WINDOWS 10 FOR MAYORS COMPUTER  
JACK STACK BBQ - MEAL HINSON WHILE IN KANSAS CITY  
WESTIN KASAS CITY - LODGING HINSON WHILE IN KANSAS CITY

199.99  
39.00  
656.72

**WATER PLANT**  
IA DNR FEES - DNR FEES  
MICROSOFT - POWERPOINT  
MICROSOFT - WORD AND EXCEL  
IA DNR FEES - DNR FEES  
SPORTS PAGE - MCCLEARY  
TACO JOHNS - MCCLEARY

40.00  
109.99  
219.98  
30.00  
14.00  
7.55  
**421.52**

**895.71**

**FIRE**  
SAMSUNG TELECOM - REPAIR

91.96

**ENGINEERING**  
PRAIRIE MEADOWS RACE - BRUNS IAEI CONFERENCE LODGING

332.64

**91.96**

**332.64**

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IOB #	ADDRESS	Ward	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
	<b>OCTOBER 2016</b>											
1	corner 12th and 3rd	2	city	tall weeds along road	3-Oct	4-Oct	email	17-Oct	*	occupant at 1122 E 3rd St trims weeds for parking on lot	SED	CLOSED
2	1122 E 3rd St	2	city	trash & trash bags on porch	4-Oct	4-Oct	hanger	6-Oct			MH	CLOSED
3	515 N Ave C	1	city	couch in driveway	4-Oct	4-Oct	verbal	7-Oct			MH	CLOSED
4	1003 N Iowa Ave	1	city	tv in front of garage	4-Oct	4-Oct	hanger				MH	CLOSED
5	601 S Marion Ave	4	city	tall grass, vol trees in bushes	4-Oct	4-Oct	phone			Reported to USDA Rural Development 319-986-5800 ext 4 emailed Richard Cohen 10-19	MH	CLOSED
6	220 W 6th St	1	city	trees growing out of bushes	4-Oct	4-Oct	letter	17-Oct	*		MH	CLOSED
7	602 N 6th Ave	2	city	tall grass	4-Oct	4-Oct	hanger	6-Oct			MH	CLOSED
8	917 N Iowa Ave	1	city	trash, junk, truck on grass	4-Oct	4-Oct	letter	26-Oct	*	10-27-16 has started cleanup	MH	open
9	436 E Monroe St	3	city	dumpster, mattresses, trash around garage	5-Oct	5-Oct	letter	18-Oct	*	letter to owner at 419 S 6th Ave	MH	CLOSED
10	847 S Marion Ave	4	city	computer table at curb	6-Oct	6-Oct	hanger				MH	CLOSED
11	1116 E 7th St	2	city	weeds around poles vol trees around fencing	6-Oct	6-Oct	phone			Modline left message 653-6511 Ken Bach	MH	open
12	918 E Main St	2	city	parking on grass again repeat offender	6-Oct	11-Oct	PD			Served Municipal Infraction Papers	MH	open
13	907 S 4th Ave	3	citizen	Mattress junk covered with tarp rear yard	10-Oct	10-Oct	phone			talked to owner-will get it straightened out asap	MH	CLOSED
14	433 E Jefferson St	3	city	weeds in rear yard junk all over	10-Oct	18-Oct	letter	31-Oct	*		MH	open
15	321 W Washington St	1	city	mattress by curb chair, couch on porch	10-Oct	10-Oct	hanger			Raph Apts	MH	CLOSED
16	807 W 2nd St	1	city	2 tv's under truck	10-Oct	10-Oct	hanger				MH	CLOSED
17	213 W Main St	1	city	3 couches behind building	10-Oct	10-Oct	letter				MH	open
18	1608 N 5th Ave	2	city	mattresses couches by building	10-Oct	10-Oct	phone				MH	CLOSED
19	813 S 2nd Ave	3	DNR	trash bag on rear deck	18-Oct	18-Oct	hanger	20-Oct	*	contact person Bert Knoll 653-2135	MH	CLOSED
20	319 E 2nd St	2	city	couch at curb	18-Oct	18-Oct	hanger				MH	CLOSED
21	220 N 2nd Ave	1	city	tv beside house	18-Oct	18-Oct	phone				MH	open
22	517 S Ave C	4	city	trash bags, mattresses at alley	18-Oct	18-Oct	phone				MH	CLOSED
23	725 W Madison St	4	city	couch beside house	20-Oct	20-Oct	hanger				MH	open
24	725 W Madison St	4	city	Washing machine by house	20-Oct	20-Oct	hanger				MH	CLOSED
25	510 S Ave B	4	city	tv at curb	20-Oct	20-Oct	hanger				MH	open
26	415 W 2nd St	1	city	tv in driveway	20-Oct	20-Oct	hanger				MH	open
27	221 N Ave D	1	city	trip hazard on sidewalk grass in cracks	24-Oct	24-Oct	letter				MH	CLOSED
28	511 W 3rd St	1	city	trip hazard on sidewalk grass in cracks	24-Oct	24-Oct	letter				MH	open
29	403 E 2nd St	2	citizen	junk and trash in yard	24-Oct	25-Oct	letter	7-Nov	*		MH	open
30	212 S 14th Ave	2	citizen	junk. Can they have a junk yard here?	21-Oct	25-Oct	letter	30-Nov	*		MH	open
31	319 E 2nd St	2	city	trash bags by house	24-Oct	24-Oct	hanger				MH	open
32	1109 N 2nd Ave	1	city	weeds by car pile by alley and pallets by fence	25-Oct	25-Oct	hanger				MH	open
33	212 S 14th St	3	city	tall weeds at rear of lot	25-Oct	25-Oct	hanger	30-Nov	*		MH	open
34	302 W 2nd St	2	city	tv at curb	27-Oct	27-Oct	hanger				MH	open
35	621 W 2nd St	1	city	trash bags at curb too large for pickup	27-Oct	27-Oct	48 hr hanger	29-Oct			MH	open



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



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

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## **Memorandum**

October 28, 2016

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

From: Brent Hinson   
City Administrator

Re: Health Insurance Renewal

We recently received notice from Wellmark that our employee health insurance renewal came back at a 22.75% increase. We had a bad year for major claims in our group, and this contributed to the higher rates. Coupled with this, due to personnel changes and employees opting to switch their coverage, we had a net effect of 3 employees with family coverage that did not previously have it. This increased our cost of premiums, and more or less wiped out the amount we had budgeted for a rate increase (we typically budget a 10% rate increase). Thus, the dollar amount of the 22.75% increase would affect the City's share of premiums and current budget by around \$74,000 if we made no changes. Based on this information, we have undertaken significant efforts to reduce the City's costs while maintaining the best plan possible for the employees.

We are on a non-Affordable Care Act (ACA) "grandmothered" plan, which we self-insure down to save money. We currently buy a plan from Wellmark that has \$3,000 single/\$6,000 family deductibles and \$6,000 single/\$12,000 family out-of-pocket maximum. We self-insure that down to \$500/\$1,000 deductible and \$1,000/\$2,000 out-of-pocket maximum. This self-insurance saves us in the neighborhood of \$100,000 annually versus purchasing the lower deductible plan from Wellmark.

While we did examine options for higher deductible plans in the range of our current plan that would not trigger the requirement to switch to an ACA plan, these plans generally do not work to our financial benefit or that of the employees. Therefore, the main option we have other than renewing our current plan is to switch to an ACA-compliant HMO plan. This would represent a considerable reduction in benefit to our employees, and would limit coverage to Iowa only, and possibly limit in-state providers as well. My recommendation is to renew the current plan, with a change to self-insurance. I believe we all benefit from keeping our current coverage as long as possible, and while 2017 is supposed to be the final year we are "grandmothered", we heard the same thing in 2015 and 2016, so it is

entirely possible we will be able to keep this plan for several years to come. If we switch to the ACA-compliant plan, there is no switching back to the type of plan we currently have.

The good news with this recommendation is that: 1) Last year, we had a 6.45% rate decrease, which saved the City around \$20,000 for this past year; 2) We have come up with adjustments to self-insurance that would save the City \$17,500 on our self-insurance share for this coming year, reducing our increase to around \$56,500 (13.56%); 3) We have a balance of over \$150,000 in our self-insurance fund, which will allow us to hedge as we attempt to maintain as close to the status quo for employees as possible. The self-insurance change would be that we would now self-insure down to a \$1,000/\$2,000 deductible and a \$2,000/\$4,000 out-of-pocket maximum. These are still very good coverage levels.

I look forward to discussion at the meeting.



# Medical Cost Analysis for City of Washington for December 2016

	Renewal Wellmark Alliance Select C53/A49	Wellmark Alliance Select C54/A49	Wellmark Alliance Select C55/A49
<b>Network Type</b>	PPO	PPO	PPO
<b>Annual Deductible</b>			
In-Network (Single/Family)	\$3,000/\$6,000	\$4,000/\$8,000	\$5,000/\$10,000
Out-of-Network (Single/Family)	\$3,000/\$6,000	\$4,000/\$8,000	\$5,000/\$10,000
Employee/Family Deductible	\$1,000/\$2,000	\$1,500/\$3,000	\$2,000/\$4,000
City of Washington Deductible	\$2,000/\$4,000	\$2,500/\$5,000	\$3,000/\$6,000
<b>Coinsurance</b>			
In-Network Providers	20%	20%	20%
Out-of-Network Providers	30%	30%	30%
<b>Annual Out-of-Pocket Maximum</b>			
Employee In-Network (Single/Family)	\$2,000/\$4,000	\$2,500/\$5,000	\$3,000/\$6,000
Employee Out-of-Network (Single/Family)	\$2,000/\$4,000	\$2,500/\$5,000	\$3,000/\$6,000
City of Washington In-Network (Single/Family)	\$4,000/\$8,000	\$5,500/\$11,000	\$7,000/\$14,000
City of Washington Out-of-Network (Single/Family)	\$4,000/\$8,000	\$5,500/\$11,000	\$7,000/\$14,000
In-Network Providers	\$25 Copay	\$25 Copay	\$25 Copay
Out-of-Network Providers	30% after ded	30% after ded	30% after ded
Prescription Drugs	\$100/\$200 ded (waived for Tier 1) then: \$8/\$35/\$50/\$50	\$100/\$200 ded (waived for Tier 1) then: \$8/\$35/\$50/\$50	\$100/\$200 ded (waived for Tier 1) then: \$8/\$35/\$50/\$50
Inpatient Services	20% after ded	20% after ded	20% after ded
Outpatient Services	20% after ded	20% after ded	20% after ded
Emergency Room (waived if admitted)	\$150 copay	\$150 copay	\$150 copay
Preventive Care / Screenings / Immunizations	\$0 copay	\$0 copay	\$0 copay
Mental Health & Chemical Dependency	Covered	Covered	Covered
Spinal Manipulation	\$25 copay	\$25 copay	\$25 copay
Pediatric Dental	Not Covered	Not Covered	Not Covered
Pediatric Vision	Not Covered	Not Covered	Not Covered
<b>Employee Only Premium</b>	\$0.00	\$0.00	\$0.00
<b>Employee/Spouse</b>	\$252.67	\$235.81	\$219.76
<b>Employee/Children</b>	\$233.55	\$217.97	\$203.13
<b>Family</b>	\$378.64	\$353.38	\$329.32

**SEE SPECIFIC CARRIER BENEFIT SUMMARY FOR OUT OF NETWORK BENEFIT LEVELS**

This outline summarizes certain provisions of the plans illustrated. Complete plan information is included in the legal documents and brochures that govern each plan. If there is a difference between this handout and the legal documents, the documents which are available upon request, will govern.

City of Washington  
 Health Insurance Cost Analysis  
 October 26, 2016

	Family	Emp/Ch	Emp/Sp	Single*	Subtotal	Total	Increase \$
<b>Current Coverages (10/24/16)</b>	11	4	8	24		47	
Current City Cost	\$ 122,148.18	\$ 27,397.44	\$ 59,281.20	\$ 115,784.64	\$ 324,611.46		
Current City Cost of Self-Ins	\$ 28,391.00	\$ 10,324.00	\$ 20,648.00	\$ 31,944.00	\$ 91,307.00	\$ 415,918.46	
Current Employee Cost	\$ 40,716.06	\$ 9,132.48	\$ 19,760.40	\$ -		\$ 69,608.94	
<b>Renewal of Current Plan at 1/1/17, Self-Insure OPM down to \$1,000/\$2,000 (Current)</b>							
Renewal City Cost	\$ 149,939.46	\$ 33,630.84	\$ 72,768.96	\$ 142,128.00	\$ 398,467.26		
Renewal City Cost of Self-Ins	\$ 28,400.24	\$ 10,327.36	\$ 20,654.72	\$ 31,964.16	\$ 91,346.48	\$ 489,813.74	\$ 73,895.28
Current Employee Cost	\$ 49,979.82	\$ 11,210.28	\$ 24,256.32	\$ -		\$ 85,446.42	\$ 15,837.48
-----							
<b>Plan 1: Renew Current Plan at 1/1/17, Self-Insure OPM down to \$2,000/\$4,000 (Current is \$1,000/\$2,000)</b>							
Renewal City Cost	\$ 149,939.46	\$ 33,630.84	\$ 72,768.96	\$ 142,128.00	\$ 398,467.26		
Renewal City Cost of Self-Ins	\$ 22,900.24	\$ 8,327.36	\$ 16,654.72	\$ 25,964.16	\$ 73,846.48	\$ 472,313.74	\$ 56,395.28
Current Employee Cost	\$ 49,979.82	\$ 11,210.28	\$ 24,256.32	\$ -		\$ 85,446.42	\$ 15,837.48
<b>Plan 2: Change to Wellmark PPO Plan C54, Self-Insure OPM down to \$2,500/\$5,000 (Current is \$1,000/\$2,000)</b>							
Plan 2 City Cost	\$ 139,936.50	\$ 31,386.96	\$ 67,914.00	\$ 132,644.16	\$ 371,881.62		
Plan 2 City Cost of Self-Ins	\$ 31,150.24	\$ 11,327.36	\$ 22,654.72	\$ 34,964.16	\$ 100,096.48	\$ 471,978.10	\$ 56,059.64
Plan 2 Employee Cost**	\$ 46,645.50	\$ 10,462.32	\$ 22,638.00	\$ -		\$ 79,745.82	\$ 10,136.88
<b>Plan 3: Change to Wellmark PPO Plan C55, Self-Insure OPM down to \$3,000/\$6,000 (Current is \$1,000/\$2,000)</b>							
Plan 3 City Cost	\$ 130,408.74	\$ 29,250.00	\$ 63,290.16	\$ 123,615.36	\$ 346,564.26		
Plan 3 City Cost of Self-Ins	\$ 39,400.24	\$ 14,327.36	\$ 28,654.72	\$ 43,964.16	\$ 126,346.48	\$ 472,910.74	\$ 56,992.28
Plan 3 Employee Cost**	\$ 43,469.58	\$ 9,750.00	\$ 21,096.72	\$ -		\$ 74,316.30	\$ 4,707.36
<b>Plan 4: Change to Wellmark HMO Plan 3000 Silver, Continue to Self-Insure OPM down to \$1,000/\$2,000, In-State Plan Only</b>							
Plan 4 City Cost	\$ 118,105.02	\$ 26,490.60	\$ 57,319.20	\$ 111,951.36	\$ 313,866.18		
Plan 4 City Cost of Self-Ins	\$ 32,525.24	\$ 11,827.36	\$ 23,654.72	\$ 36,464.16	\$ 104,471.48	\$ 418,337.66	\$ 2,419.20
Plan 4 Employee Cost**	\$ 39,368.34	\$ 8,830.20	\$ 19,106.40	\$ -		\$ 67,304.94	\$ (2,304.00)

City of Washington  
 Health Insurance Cost Analysis  
 October 26, 2016

<u>Rate Tables</u>	<u>Out-of-Pocket Maximum Share</u>	<u>Family</u>	<u>Emp/Ch</u>	<u>Emp/Sp</u>	<u>Single</u>
Monthly Rate- City Current	\$5,000 Single/\$10,000 Family	\$ 925.37 \$	570.78 \$	617.51 \$	402.03 \$
<b>Monthly Rate- Emp Current</b>	<b>\$1,000 Single/\$2,000 Family</b>	<b>\$ 308.46 \$</b>	<b>190.26 \$</b>	<b>205.84 \$</b>	<b>\$ -</b>
Monthly Rate- City Renew/Plan 1	\$4,000 Single/\$8,000 Family	\$ 1,135.91 \$	700.64 \$	758.01 \$	493.50 \$
<b>Monthly Rate- Emp Renew/Plan 1</b>	<b>\$2,000 Single/\$4,000 Family</b>	<b>\$ 378.64 \$</b>	<b>233.55 \$</b>	<b>252.67 \$</b>	<b>\$ -</b>
Monthly Rate- City Plan 2	\$5,500 Single/\$11,000 Family	\$ 1,060.13 \$	653.90 \$	707.44 \$	460.57 \$
<b>Monthly Rate- Emp Plan 2</b>	<b>\$2,500 Single/\$5,000 Family</b>	<b>\$ 353.38 \$</b>	<b>217.97 \$</b>	<b>235.81 \$</b>	<b>\$ -</b>
Monthly Rate- City Plan 3	\$7,000 Single/\$14,000 Family	\$ 987.95 \$	609.38 \$	659.27 \$	429.22 \$
<b>Monthly Rate- Emp Plan 3</b>	<b>\$3,000 Single/\$6,000 Family</b>	<b>\$ 329.32 \$</b>	<b>203.13 \$</b>	<b>219.76 \$</b>	<b>\$ -</b>
Monthly Rate- City Plan 4	\$5,750 Single/\$11,500 Family	\$ 894.74 \$	551.89 \$	597.08 \$	388.72 \$
<b>Monthly Rate- Emp Plan 4</b>	<b>\$1,000 Single/\$2,000 Family</b>	<b>\$ 298.25 \$</b>	<b>183.96 \$</b>	<b>199.03 \$</b>	<b>\$ -</b>

\* Single Premium Share for employee is currently 0%, will go to 3% at 7/1/17

\*\* Plan 4 would limit care options to in-state providers only and only those in-network for HMO



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



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## **Memorandum**

October 28, 2016

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

From: Brent Hinson  
City Administrator

Re: Agreement with YMCA for Aquatic Center Management Services

I have good news to report based on continued discussions with the YMCA following our October 25 meeting. I believe we have reached a mutual understanding to allow the YMCA to operate the pool next summer and hopefully in following years.

The Park Board recommended that the City assume the costs of Alliant utilities (approx. \$18,900/year) and pool chemicals (approx. \$6,800/year) and not pay a management fee. In conversation with the YMCA this week, they would like to be paid a management fee to be able to stick with the structure they use with their other arrangements, but would be willing to continue to pay for pool chemicals to allow this to happen. Therefore, the net effect would be the same as the Park Board recommendation, with a \$6,800 fixed management fee instead of paying for chemicals. The changes overall would represent around a \$17,200 increase in City subsidy to the pool operations (\$18,900 utilities plus \$6,800 new management fee minus \$8,500 previous management fee).

From an operational standpoint, I feel that having the YMCA operate the pool makes the most sense, and am glad to have found a compromise. This arrangement fits Washington's model of the City owning and maintaining facilities (such as ball fields), while the YMCA operates the facilities.

Becky plans to be present at the meeting to answer any questions.

City of Washington  
 Pool Budget Analysis for YMCA Agreement  
 October 2016

As of 10/28/16

		2014	2015	2016*	2017 (Proj)
<b>Revenues</b>					
001-4-4035-1-4756	Swimming Lessons	14,118.00	13,718.00	14,923.00	14,253.00
001-4-4035-1-4759	Pool Admissions	61,457.70	62,077.00	59,816.00	61,116.90
001-4-4035-1-4761	Concessions	15,023.81	16,780.00	15,576.00	15,793.27
001-4-4035-2-4705	Contribution Private	-	-	-	-
001-4-4035-2-4710	Reimbursement	-	-	-	-
001-4-4035-2-4715	Refunds	-	-	-	-
		<b>90,599.51</b>	<b>92,575.00</b>	<b>90,315.00</b>	<b>91,163.17</b>
<b>Expenses</b>					
001-6-4035-6030	Hourly Wages	49,292.00	50,969.00	58,586.00	52,949.00
001-6-4035-6040	Overtime	-	-	-	-
001-6-4035-6110	FICA/Medicare	3,690.00	3,903.00	4,390.00	3,994.33
001-6-4035-6130	IPERS	-	-	-	-
001-6-4035-6160	Work Comp	240.00	539.00	-	259.67
001-6-4035-6220	License	-	-	-	-
001-6-4035-6230	Training	-	-	-	-
001-6-4035-6310	Maintenance - Buildings	24,275.10	2,192.46	11,293.87	12,587.14
001-6-4035-6320	Ground Maintenance	367.33	364.18	314.25	348.59
001-6-4035-6340	Office Equipment Repair	-	-	-	-
001-6-4035-6350	Equipment Repair	1,620.08	649.59	6,646.49	2,972.05
001-6-4035-6371	Utilities	18,493.00	19,325.00	18,864.00	18,894.00
001-6-4035-6373	Phone Service	500.00	622.00	691.00	604.33
001-6-4035-6402	Advertising	603.00	612.00	838.00	684.33
001-6-4035-6430	License and Permits	974.00	651.00	1,191.00	938.67
001-6-4035-6490	Professional Services	79.00	104.00	-	61.00
001-6-4035-6499	Reimbursement	-	-	-	-
001-6-4035-6501	Chemicals	6,428.00	7,115.00	6,850.00	6,797.67
001-6-4035-6503	Merchandise - Resale	7,741.00	9,841.00	9,854.00	9,145.33
001-6-4035-6504	Minor Equipment	-	-	-	-
001-6-4035-6507	Supplies	3,339.00	3,763.00	1,921.00	3,007.67
001-6-4035-6508	Postage	-	-	-	-
001-6-4035-6510	Safety Supplies	-	-	-	-
001-6-4035-6599	Other Supplies	-	-	-	-
	Support Staff Salaries			9,025.00	9,025.00
	Support Staff FICA			690.00	690.00
	Software Costs			5,500.00	5,500.00
	Insurance			1,073.00	1,073.00
	Maintenance of Equip.			24.00	24.00
	Mileage Allowance			24.00	24.00
	Employee Expense			301.00	301.00

City of Washington  
 Pool Budget Analysis for YMCA Agreement  
 October 2016

As of 10/28/16

	2014	2015	2016*	2017 (Proj)
Total Expenditures	<b>117,641.51</b>	<b>100,650.23</b>	<b>138,076.61</b>	<b>129,880.78</b>
Expenditures Less Maint.	91,379.00	97,444.00	119,822.00	95,079.00
Profit/Loss Less Maint.	(779.49)	(4,869.00)	(29,507.00)	<b>(3,915.83)</b>

<b>City Costs Breakdown</b>				
Maintenance Expense	(26,262.51)	(3,206.23)	(18,254.61)	(34,801.78)
Payment to YMCA	(7,000.00)	(8,864.00)	(8,500.00)	(6,800.00)
Total City Contribution	(33,262.51)	(12,070.23)	(26,754.61)	(41,601.78)

Maintenance items outside agreement (100% City responsibility)

\* Actuals through 8/31/16, plus Sept-Dec numbers from 2015 to estimate CYE total



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



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**Memorandum**

October 28, 2016

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

From: Brent Hinson  
City Administrator

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

Re: CDBG Income Survey

In order to apply for a \$600,000 Community Development Block Grant (CDBG) for the Water Plant improvements, we need to conduct an income survey of residents to determine the percentage of low and moderate income (LMI) residents to be served. This survey process must be handled carefully from a technical perspective to ensure that the results are usable for the grant application.

Our grant writer, Marsha Cory at Simmering-Cory in Clear Lake, has recommended we use Laura Allen to perform this service. Ms. Allen's credentials in conducting this type of survey are detailed in the attachment.

I recommend the City Council approve utilizing Laura Allen's services to conduct a CDBG income survey, with expected fee to not exceed \$5,700.

## Brent Hinson

---

**From:** Marsha Cory  
**Sent:** Tuesday, October 25, 2016 8:00 AM  
**To:** Brent Hinson  
**Subject:** Fwd: Washington, Iowa Survey Proposal

Brent - this email is from the person we contact for CDBG income surveys:

To the City of Washington, Iowa:

My name is Laura Allen and I have been contacted by Marsha Cory about some survey work that you would like done.

My proposal for conducting the CDBG required survey for the City of Washington, Iowa would be in the range of \$4,900 - \$5,700. The factor in this range would be determined on how many days we would need to return to Washington in order to complete the surveys. We anticipate it will take at least 3 days, possibly 4, to cover this area in order to obtain the 100% response rate needed to apply for the CDBG. There would be at least 488 responses to meet the CDBG requirements.

The survey would take place on Saturdays and Sundays. I would have 2-3 other people with me during this time. We would request to have name badges provided by the City, so that your residents can see that our work is authorized by the City. These can be emailed to me or picked up when we get into town wherever works best for you. I would request that we have a copy of the City's logo made.

Past work experience includes surveys for the following cities:

Boone, De Soto, Eagle Grove, Johnston, Laurens, Monroe, Prairie City, Roland, Storm Lake, Waukee, and West Bend

Please feel free to contact any of these cities for references.

If this bid is approved, let me know when you would like us to start the survey work.

Thank you for your consideration. If you have any further questions, please feel free to email me at [laura\\_lu15@yahoo.com](mailto:laura_lu15@yahoo.com) or call me at 641-210-9926.

Sincerely,  
Laura Allen

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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2015.0.6201 / Virus Database: 4664/13248 - Release Date: 10/21/16

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

AN ORDINANCE ESTABLISHING GRADE ELEVATIONS ON  
CERTAIN DESCRIBED STREETS IN THE CITY OF WASHINGTON, IOWA  
FOR THE "SITLER DRIVE 2016 PAVING PROJECT"

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

The Sitler Drive 2016 Paving Project includes street widening for which costs are to be assessed to individual properties as Special Assessments. Widening consists of placement of Portland Cement Concrete adjacent to the existing pavement to a thickness of seven inches (7").

For purposes of this Grade Ordinance it shall be understood that the street included in this project was set to grade and paved under prior construction projects, for which no related Grade Ordinance was found to have been set by the City Council of Washington, Iowa. Therefore the longitudinal reference lines and related centerline elevations which follow are based on existing conditions. The intersection of the centerlines of South B Avenue and Sitler Drive is established as Station 20+00 with Stationing increasing along the centerline of Sitler Drive in an easterly direction.

That the following street grade elevations are hereby established at the locations hereafter indicated on Sitler Drive from the west line of South Iowa Avenue to the east line of South B Avenue to-wit:

STATION	DISTANCE FROM CENTERLINE	ELEVATION
20+50.63	15.5' L	750.43
20+55.63	15.5' R	750.28
21+25.00	15.5' L	750.55
21+32.20	15.5' R	750.48
22+00.00	15.5' L	750.22
22+00.00	15.5' R	750.17
22+50.00	15.5' L	750.08
22+50.00	15.5' R	750.07
23+46.65	15.5' L	749.47
23+46.65	15.5' R	749.46

24+00.00	15.5' L	749.93
24+00.00	15.5' R	749.91
24+50.00	15.5' L	750.18
24+50.00	15.5' R	750.26
25+00.00	15.5' L	750.67
25+00.00	15.5' R	750.72
25+09.00	15.5' L	750.75
25+38.99	15.5' R	751.19
25+99.00	18.0' L	751.85
25+99.00	18.0' R	751.88
26+50.00	18.0 L	752.49
26+50.00	18.0' R	752.49

Passed and Approved this \_\_\_\_\_ day of November, 2016.

Attest:

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

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

1<sup>st</sup> reading: October 18, 2016

2<sup>nd</sup> reading: October 25, 2016

3<sup>rd</sup> reading: \_\_\_\_\_, 2016

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

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

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

**A RESOLUTION ADOPTING A COMMUNICATIONS PLAN**

WHEREAS, the City Council established the following as a strategic priority for 2016 in Resolution 2015-109, adopted December 15, 2015: “Develop communications strategy with the public”; and

WHEREAS, the City Council desires to implement said strategy.

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

Section 1. The Communications Plan, attached as Exhibit A is hereby adopted.

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

PASSED AND APPROVED this 1<sup>st</sup> day of November, 2016.

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

ATTEST:

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



# Communications Plan



**City of Washington**  
**November 2016**

# City of Washington Communications Plan, November 2016

## SUMMARY

The City of Washington believes that effective communication is essential for its mission of serving the needs of the citizens of Washington.

Communication encourages informed participation, builds community pride and satisfaction, encourages growth, and ultimately strengthens City services.

This plan provides a strategic roadmap for achieving a better informed and more engaged community. It outlines a number of methods currently being used to reach various audiences, and identifies new opportunities to explore.

We will continually look for ways to evaluate, build upon and improve communications efforts.

For questions contact:

Linda Krotz

Administrative Assistant

City of Washington, Iowa

319-653-6584

[lkrotz@washingtioniowa.net](mailto:lkrotz@washingtioniowa.net)

# City of Washington Communications Plan, November 2016

## **PLAN GOAL**

A better informed and more engaged community and organization.

## **OBJECTIVES**

- To increase awareness, involvement and participation in City initiatives and activities
- To make residents and community groups fully aware of Washington City Council's goals and objectives and to report progress and achievements
- To build upon relationships with the news media to enable greater coverage of City information
- Help create community pride and a positive image of Washington among stakeholders

By carefully planning our communications to meet these objectives, we believe we can successfully reinforce the City's key messages while simultaneously increasing community awareness and engagement.

## **TARGET AUDIENCES**

The key groups of people with which we communicate are:

### PRIMARY

Washington City Residents  
Agency/Elected Officials  
Business Owners/Operators  
Media  
Employees/Volunteers

### SECONDARY

Area Residents  
Visitors

## **STRATEGIC MESSAGES**

Washington is:

- Forward thinking
- Responsive to community needs
- Accountable and transparent
- Fiscally responsible
- Dedicated to customer service

# City of Washington Communications Plan, November 2016

## **SITUATIONAL ANALYSIS**

Washington is a quintessential Iowa hometown of over 7,000 residents, which has continued to grow in population since its founding in 1839. The community is anchored by a classic town square, bustling downtown, and a spirit of involvement and improvement. Strong community institutions and volunteerism also sustain the community.

The City of Washington provides a broad array of services to its residents, and maintains a strong and stable financial position with a basis in careful long-range planning. The City has made over \$30 million in capital investments in the community in the past five years. The City continues to operate in a challenging fiscal environment due to unfunded mandates and state revenue cutbacks, but plans to maintain this level of investment into the foreseeable future.

The City of Washington has been named one of “Iowa’s Top Workplaces” by the Des Moines Register, and the City received the coveted “Best Practices” award from the Iowa Municipalities Workers’ Compensation Association in 2015 for its outstanding occupational safety program.

The City of Washington aims to work to enhance internal and external communications efforts for the organization. The City wishes to place a stronger emphasis on communications strategy, public relations and media relations efforts.

Washington celebrates a rich, 175-year history, and is committed to a promising future for generations to come.

## **COMMUNICATIONS TOOLS- CURRENT PRACTICES**

The City of Washington uses a variety of methods to communicate with the community and within the organization.

### **City Website**

[www.washingtoniowa.net](http://www.washingtoniowa.net)

City employees work to keep the information on the website current and relevant. The website provides important information for residents, businesses, and visitors, but likely needs attention to take advantage of improvements over the years in tools for communicating with website users (see below in Future Strategies).

### **Washington Community News**

The Washington Community News newsletter is mailed to all residents in the city limits and is distributed to new utility customers and is available for pickup at City Hall. 3,500 copies are printed roughly each quarter and are stocked in brochure racks at City Hall. It contains stories that highlight events happening within the City, new developments, safety and traffic issues, and hot topics.

### **Press Releases**

The City sends out a variety of press releases to local and regional media outlets to keep them informed of current information and news. This includes information about events, new programs, construction updates, community services, parks and recreational programs, and other general information about what is happening in the City. The City has made efforts in recent years to reach

## City of Washington Communications Plan, November 2016

its Spanish-speaking population through posting of public notices and other communications through El Heraldo Hispano, a local Spanish-language publication.

### **Interviews & Other Interaction with Local Media Sources**

City officials are regularly interviewed by the Washington Evening Journal and KCII Radio on various topics of interest, and both sources have been more than willing to grant time to the City for more general communications on issues of importance. While this communication alone is not enough to comprehensively reach and inform the community, these media sources are a considerable communications asset for the City.

### **Social Media**

The City has some involvement in social media, primarily on Facebook. The following pages are associated with the City:

- City of Washington Dog Pound: 167 likes; used to communicate information to the public about dogs that are in the pound and locate owners.
- Washington Public Library: 988 likes; used to communicate a variety of programming and promotions.
- Washington Fire Department: 1,068 likes; used to communicate on fire safety and departmental activities.
- Washington Steele Family Aquatic Center: 273 likes; operated by the Washington YMCA, used to communicate pool hours, etc.

### **Project-Specific Mailings & Meetings**

For significant street and utility projects, the City typically communicates directly with affected residents by postal mailing, email and neighbor meetings.

### **Presentations to Service Clubs**

The City Administrator and others regularly present to Washington's various service clubs on topics of broad community interest.

### **Emergency Communications**

The City Police and Fire Departments coordinate emergency communications through the Washington County Communications Center, which then serves as the central point of contact for media and the general public.

### **Focus Groups & Broad Community Involvement**

In the recent past, the City has utilized citizen focus groups to aid in goal-setting, and has attempted to address major community issues such as development of a new Comprehensive Plan in 2012 through involvement of a diverse group of participants from across the spectrum of the community.

### **In-Person Feedback**

In a small town such as Washington, residents often do not have any reservations coming into City Hall or other facilities, or stopping City employees on the street to ask questions or lodge complaints. It is important that all City staff treat members of the public with respect at all times, and attempt to address their questions or concerns in a timely manner, including, if needed, seeing that the questions or concerns are routed to the appropriate party for response based on the topic.



# City of Washington Communications Plan, November 2016

## **FUTURE STRATEGIES**

### **Public Access Cable Channel**

The City's Communications Commission has been working in fits and starts over the past several years to develop programming for the public access cable channel. In the future, this is meant to include live broadcasts of City Council and other meetings.

### **Branding**

The City has developed a logo, which has been widely used on letterhead, other communications, City vehicles, City staff shirts, etc. The City also painted a version of the fountain logo on the new north water tower that was constructed in 2016. However, the City may wish to develop additional branding strategies to ensure consistency and cohesiveness in our brand look, tone, personality and messaging.

### **Website Improvements**

The City attempts to communicate a great deal of information via its website. However, the format of the website is somewhat outdated, and a reformatting may increase use of the website by the general public, as well as offer opportunities for residents to sign up for e-notifications on specific topics of interest.

### **Citizen Survey**

The City last conducted a citizen survey in 2009. This was conducted by students at the University of Iowa at little cost to the City, and provided useful feedback on services. While the telephone survey method used had some limitations (half of respondents were retired, indicating that perhaps the survey was conducted during daytime hours and achieved a less than representative sample of the public), it may make sense to investigate doing another citizen survey in the near future. Additionally, surveys on specific items of interest could be conducted using online tools.

### **Communications Committee**

It may be useful to create a communications committee, including elected officials, that evaluates the City's outreach efforts and seeks ways to better reach the public and communicate within the organization. Additionally, this committee might focus its efforts on determining how the public would like to receive its communication.

## **EVALUATION**

The value of any communications plan is determined by how effectively it is implemented. To measure the success of our communications programs, we will carefully look at the measurement and outcome benchmarks identified in the action plan, along with:

### **Reach & Penetration**

The City staff should track and regularly report on usage statistics for the website, which are already available but have not been utilized much in the past.

### **Subjective Feedback**

Surveys of residents on a formal and informal basis may provide a barometer of the City's overall effectiveness in communication.

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



*215 East Washington Street  
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## **Memorandum**

October 28, 2016

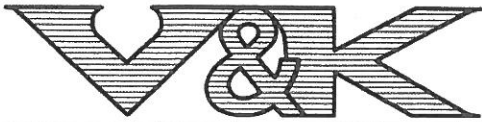
To: Mayor & City Council  
Cc: Illa Earnest, City Clerk

From: Brent Hinson  
City Administrator

Re: Business Park Water Main Project Change Order #1 and Closeout

We are ready to close out the Business Park Water Main project. For the newer councilors, this project was let separately from the primary project in an effort to get moving as soon as possible. It really didn't end up working out that way, as we ended up having to take several months to get easements from property owners along the route rather than put the water main in the highway ditch as planned. Therefore, we ended up starting this project not very far in advance of the primary project.

The biggest driver of increased cost versus the contract was the failure of the effort to bore the water main under the highway at the site specified in the plans due to a large volume of rock in the way. This necessitated the digging of new bore pits in an alternate location to complete the job.



**VEENSTRA & KIMM, INC.**

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

October 18, 2016

CHANGE ORDER NO. 1

**INDUSTRIAL PARK WATER MAIN IMPROVEMENTS  
WASHINGTON, IOWA**

Change Order No. 1 is for the following modifications to the project:

1. Additional work including labor, equipment, and materials for the project.
  - a. Remove CMP storm and drive; regrade ditch at Sta. 36 LS \$ 2,200.00
  - b. 6" gate valve, pipe, plug at future fair connection LS \$ 1,750.00
  - c. Additional clearing at Sta. 23-26 on Bell property LS \$ 2,500.00
  - d. Removal & replacement of 6" PCC driveway at Marie's 48SY @\$50/SY \$ 2,400.00
  - e. Bore pits LS \$ 13,120.00
  - f. 12" PVC creek bore 100LF @\$67/LF \$ 6,700.00

Total: \$ 28,670.00

2. Quantity adjustments for the project.

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
1.8	Granular Surface	Tons	-85	\$ 20.00	\$(1,700.00)
1.9	Riprap	Tons	-93	\$ 50.00	\$(4,650.00)
1.10	Sign Removal & Reinstall	Ea.	-6	\$ 375.00	\$(2,250.00)
1.11	12" Gate Valve with Box	Ea.	1	\$ 2,370.00	\$ 2,370.00
1.12	Hydrant Assembly	Ea.	1	\$ 4,445.00	\$ 4,445.00
1.14	12" PVC Water Main Open Cut in Place	LF	-64	\$ 33.00	\$(2,112.00)
1.15	12" DIP Water Main Augered in 20" Casing	LF	25	\$ 390.00	\$ 9,750.00
1.16	12" DIP RJ Water Main	LF	132	\$ 70.00	\$ 9,240.00
1.18	18" CMP Storm Sewer Pipe in Place	LF	-240	\$ 22.00	\$(5,280.00)
1.19	40" RCP Storm Sewer Pipe in Place	LF	-10	\$ 115.00	\$(1,150.00)
Total:					<u>\$ 8,663.00</u>

Change Order No. 1 increases the contract amount by \$ 37,333.00.

Original Contract Price	\$262,532.00
Change Order No. 1	<u>\$37,333.00</u>
Revised Contract Price	\$299,865.00

**DELONG CONSTRUCTION, INC.**

**CITY OF WASHINGTON, IOWA**

By \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**VEENSTRA & KIMM, INC.**

**ATTEST:**

By \_\_\_\_\_

By \_\_\_\_\_

Title Project Engineer

Title \_\_\_\_\_

Date October 18, 2016

Date \_\_\_\_\_

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

RESOLUTION ACCEPTING THE INDUSTRIAL PARK WATER MAIN PROJECT AS COMPLETED.

WHEREAS, the City Council of the City of Washington did award a construction contract to DeLong Construction, Inc. in the amount of \$262,532.00 for the “Industrial Park Water Main Project” (the “Project”); and

WHEREAS, the Project has now been completed in accordance with the plans and specifications as per the attached Engineer’s Statement of Completion; and

WHEREAS, it is necessary for the City Council to formally accept the Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that the construction of the Project is hereby accepted as completed, with a final contract price of Two Hundred Ninety-Nine Thousand Eight Hundred Sixty-Five Dollars and Zero Cents (\$299,865.00).

BE IT FURTHER RESOLVED that retainage in the amount of \$8,992.35 for the completion of the Project will be paid 30 days after the date of this Resolution if no claims are filed against the retainage, without further action from this Council.

Passed and approved this 1<sup>st</sup> day of November, 2016.

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

ATTEST:

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

**CERTIFICATE OF COMPLETION**

**INDUSTRIAL PARK WATER MAIN IMPROVEMENTS  
WASHINGTON, IOWA**


September 20, 2016

We hereby certify that we have made an on-site review of the completed construction of the **Industrial Park Water Main Improvements** under the Contract as performed by DeLong Construction, Inc. of Washington, Iowa.

As Engineers for the project it is our opinion that the work performed is in substantial accordance with the plans and specifications, and that the final amount of the contract is Two Hundred Ninety-Nine Thousand Seven Hundred Forty-Five and 00/100 Dollars (\$299,745.00).

**VEENSTRA & KIMM, INC.**

Accepted: **CITY OF WASHINGTON, IOWA**

By  \_\_\_\_\_

By \_\_\_\_\_

Title Project Engineer

Title Mayor

Date October 5, 2016

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*

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**Memorandum**

October 28, 2016

To: Mayor & City Council

Cc: Illa Earnest, City Clerk; Kevin Olson, City Attorney

From: Brent Hinson  
City Administrator

Re: Reserves at Briarwood TIF Ordinance

As per the Development Agreement (DA) approved by the City Council in April 2015, it is now time to adopt a Tax Increment Financing (TIF) ordinance for the Reserves at Briarwood apartment project. This ordinance will allow the City to rebate new property taxes created by the project for a 15-year period as required by the DA.

I look forward to discussion at the meeting.

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

AN ORDINANCE AMENDING ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON ALL PROPERTY LOCATED WITHIN THE UNIFIED WASHINGTON URBAN RENEWAL PROJECT AREA IN THE CITY OF WASHINGTON, COUNTY OF WASHINGTON, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF WASHINGTON, COUNTY OF WASHINGTON, WASHINGTON COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY SAID CITY IN CONNECTION WITH SAID URBAN RENEWAL PROJECT.

WHEREAS, pursuant to Resolution No. 2013-093, the City Council of Washington declared the City's intent to enter into a Development Agreement with Briarwood Partners, LLC (the "Developer") if the Developer was granted tax credits from the Iowa Finance Authority ("IFA") under the Section 42 Housing Program to build housing (comprising two buildings) of low to moderate income housing and market rate housing units within the City (the "Project"); and

WHEREAS, pursuant to Resolution No. 2014-055, the City Council of Washington authorized the making of tax increment payments to the Developer and the execution of a development agreement with regard to the Project; and the City and the Developer previously entered into such a Development Agreement dated as of June 17, 2014 (the "Original Agreement"); and

WHEREAS, pursuant to the Resolution No. 2014-104, the City Council of Washington approved a change of site of the Project and amendment of the Original Agreement; and

WHEREAS, IFA awarded the Developer funds through the State HOME program in the amount of \$999,000 and tax credits in the amount of \$389,355 for the Project; and

WHEREAS, the Project is located within the Unified Washington Urban Renewal Area (the "Urban Renewal Project Area"); and

WHEREAS, it is now necessary for the City to pass an ordinance setting the base value of the Project and directing incremental revenues into a special project fund to pay rebates required under said Development Agreement.

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

Section 1: For purposes of this Ordinance, the following terms shall have the following meanings:

"Project Area" means the following described real property in the City of Washington:

Auditor's Parcel C, which is a part of Lot 3 of the Irregular Survey of the NE ¼ of Section 19, Township 75 North, Range 7 West of the 5<sup>th</sup> P.M., as shown in Plat Book 27 at page 0041, Records of the Washington County Recorder (collectively the "Property");

Section 2: The taxes levied on the taxable property in the Project Area located in the Urban

Renewal Project Area, legally described in Section 1 hereof, by and for the benefit of the State of Iowa, City of Washington, County of Washington, Washington Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 3: As to the Project Area, base period taxes on this Property shall be computed in the same manner using the total value shown on the assessment roll as of January 1, 2015, being the assessment roll applicable to the Property in the Project Area as of January 1 of the calendar year preceding the effective date of this Ordinance.

Section 4: That portion of the taxes each year in excess of base period taxes for the Project Area shall be allocated to and when collected be paid into the special tax increment fund previously established by the City of Washington to pay the principal of and interest on loans, monies advanced to, or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under authority of Section 403.9 or Section 403.12 of the Code of Iowa, incurred by the City of Washington, Iowa to finance or refinance, in whole or in part, urban renewal projects undertaken within the Unified Washington Urban Renewal Project Area pursuant to the Urban Renewal Plan, as amended, except that taxes for the payment of bonds and interest of each taxing district shall be collected against all property within the Urban Renewal Project Area without any limitation as hereinabove provided.

Section 5: Unless or until the total assessed valuation of the taxable property in the areas of the Urban Renewal Project Area exceeds the total assessed value of the taxable property in said areas shown by the assessment rolls referred to in Section 3 of this Ordinance, all of the taxes levied and collected upon the taxable property in the Project Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 6: At such time as the loans, monies advanced, bonds and interest thereon and indebtedness of the City of Washington referred to in Section 4 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the Urban Renewal Project Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 7: All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to continue the division of taxes from property within the Urban Renewal Project Area enacted prior to this Ordinance and to fully implement the provisions of Section 403.19 of the Code of Iowa with respect to the division of taxes from property within the Project Area described above. In the event that any provision of this Ordinance shall be determined to be contrary to law it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the Urban Renewal Project Area and the territory contained therein.

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

Passed and approved this \_\_\_\_\_ day of November, 2016.

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

ATTEST:

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

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

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

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

Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277  
Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

## **DEVELOPMENT AGREEMENT**

THIS DEVELOPMENT AGREEMENT (the “Agreement”) entered into by and between the **City of Washington, Iowa**, 215 E. Washington Street, Washington, Iowa 52353, hereafter referred to as “City”; and **Briarwood Partners, LLC**, an Iowa limited liability company, 5345 W. 151<sup>st</sup> Terrace, Leawood, , Kansas 66224, hereafter referred to as “Developer.”

WHEREAS, pursuant to Resolution No. 2013-093, the City Council of Washington declared the City’s intent to enter into a Development Agreement with the Developer if the Developer was granted tax credits from the Iowa Finance Authority (“IFA”) under the Section 42 Housing Program to build housing (comprising two buildings) of low to moderate income housing and market rate housing units within the City (the “Project”); and

WHEREAS, pursuant to Resolution No. 2014-055, the City Council of Washington authorized the making of tax increment payments to the Developer and the execution of a development agreement with regard to the Project; and the City and the Developer previously entered into such a Development Agreement dated as of June 17, 2014 (the “Original Agreement”); and

WHEREAS, pursuant to the Resolution No. 2014-104, the City Council of Washington approved a change of site of the Project and amendment of the Original Agreement; and

WHEREAS, IFA awarded the Developer funds through the State HOME program in the amount of \$999,000 and tax credits in the amount of \$389,355 for the Project; and

WHEREAS, Developer owns that certain parcel of property legally described as Auditor’s Parcel C, which is a part of Lot 3 of the Irregular Survey of the NE ¼ of Section 19,



Township 75 North, Range 7 West of the 5<sup>th</sup> P.M., as shown in Plat Book 27 at page 0041, Records of the Washington County Recorder (collectively the “Property”); and

WHEREAS, the City, as part of the City’s required match, has agreed to reimburse the Developer for a portion of the cost of constructing a sanitary sewer lift station for the Project in an amount of \$14,000.00 and has pledged tax increment rebates (the “Payments”) in an amount not to exceed \$336,000.00 payable over 15 years; and

WHEREAS, the Property is located within the Unified Washington Urban Renewal Area ( the “Urban Renewal Area”); and

WHEREAS, Chapter 15A of the Code of Iowa (2013) authorizes cities to provide grants, loan, guarantees, tax incentives and other financial assistance to and for the benefit of private persons; and

WHEREAS, the Developer and the City desire to amend and restate the Original Agreement in its entirety and adopt all the terms and conditions of this Agreement in its place and stead.

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS, AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AGREEMENT, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

**A. Developer’s Obligations.**

1. The Developer will cause the Project to be constructed on the Property in strict compliance with the all applicable laws, regulations and ordinances. The Project shall be completed no later than April 30, 2017.

2. The Developer shall maintain and operate the Project in strict compliance with all applicable laws, regulations and ordinances for the period of at least fifteen (15) years following the issuance of an occupancy permit for the Project until the Agreement ceases.

3. The Developer shall pay, when due, all real estate taxes to the Washington County Treasurer attributable to the Project. Prior to any Payment by the City to the Developer, the Developer shall provide receipts to the City evidencing payment of said real estate taxes.

**B. City’s obligations.**

1. In recognition of the Developer's obligations set out above and in accordance with said Resolution Nos. 2013-093, 2014-55 and 2014-104, the City agrees to maintain the tax increment ordinances in effect and to make economic development tax increment payments (the "Payments") to the Developer in each fiscal year during the term of this Agreement from an account that was created subject to 403.19 of the Code of Iowa for this Project. The first payment to the Developer shall not be made until the first full assessment on the Property has been assessed. For example, if the Project is completed no later than December 31, 2016, the first Payment to the Developer would occur December 1, 2018 based upon the January 1, 2017 assessment by the Washington County Assessor.

In addition, the City will pay to the Developer the sum of \$14,000.00 upon execution of this Agreement by the Developer and approval of this Agreement by the Washington City Council.

2. The Payments shall be made on June 1<sup>st</sup> and December 1<sup>st</sup> (the "Payment Date") of each fiscal year. The Developer expressly agrees that no Payment will be made to the Developer if the Developer is not in compliance with this Agreement.

3. Each Payment shall be in the amount of 100% of the incremental tax revenues collected by the City pursuant to the division of revenue as outlined in Section 403.19 of the Code of Iowa (2013) and paid by the Developer attributable to the Property as evidenced by the receipts submitted to the City.

4. The Payments to the Developer contemplated under this Agreement are scheduled to be made for fifteen (15) years. Said Payments to be made by the City to the Developer shall cease at the earliest of (a) such time as the aggregate Payments made to the Developer over the term of this Agreement totals \$336,000.00 ( the "Maximum Rebate"); or (b) the end of fifteen fiscal years from the time of the first Payment. The Developer expressly agrees that no further Payments will be made to the Developer after fifteen years even if the Maximum Rebate amount has not been reached.

5. The Payments contemplated under this Agreement shall not constitute general obligations of the City, but shall be made solely and only from incremental property taxes received by the City from the Washington County Treasurer, which are attributable to the Property.

6. Each Payment contemplated under this Agreement shall be subject to the annual appropriation of the City Council. Prior to December 1 of each year during the term of this Agreement, the Washington City Council shall consider the question of obligating for appropriation to the funding of the Payments due in the following fiscal year, 100% of the

amount of tax increment revenues attributable to the Property to be collected in the following fiscal year. (the "Appropriated Amount"). The Developer expressly agrees that in no event shall the Appropriated Amount, when added to the previous payments, exceed the Maximum Rebate.

The City agrees to certify pursuant to Section 403.19 of the Iowa Code by December 1<sup>st</sup> of each year during the term of this Agreement to the Washington County Auditor an amount equal to the most recent Appropriated Amount. The City will give notice to the Developer of the amount certified pursuant to Section 403.19 of the Code on or before December 1<sup>st</sup> of each year, for the fiscal year beginning the following July 1<sup>st</sup>. If the City fails to certify an amount to be collected pursuant to said Section 403.19 of the Code for the obligations contemplated under this Agreement, then an event of non-appropriation shall have occurred, as discussed herein. If an event of non-appropriation occurs, the City's obligation to pay pursuant to this Agreement for the fiscal year in question shall cease, and the Developer expressly acknowledges that it has no recourse against the City for said non-appropriation. Future Payments, if any, contemplated under this Agreement shall be subject to future appropriation by the City, all of which shall be contemplated pursuant to said Section 403.19 and certified each December 1<sup>st</sup> for the fiscal year beginning the following July 1<sup>st</sup>.

**C. Administrative Provisions.**

1. Each party represents to the other that the party has full power and authority to enter into this Agreement and that this Agreement is a binding Agreement duly authorized by the governing body of each party.

2. This Agreement represents the entire agreement between the parties and may not be amended or assigned without the express permission of the other party. However, by execution of this Agreement, the City hereby authorizes the Developer to assign the rights to receive the Payments to any lender, as security, without further action of the City Council and upon receipt of an assignment by Developer in favor of such party that directs the City to make Payments directly to such lender, together with notice by such lender that it is exercising its right to receive payments pursuant to said assignment, the City shall make all Payments hereunder directly to such lender.

3. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

4. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa, and for all purposes shall be governed by and construed in accordance with the laws of the State of Iowa.

5. If any provision of this Agreement or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

6. That this Agreement may be executed in counterparts.

7. The Original Agreement (as defined in the Recitals) is hereby amended and restated in its entirety as set forth herein, and the terms and conditions of this Agreement shall be deemed to supersede and replace those of the Original Agreement in all respects.

Dated this 21<sup>st</sup> day of April, 2015.

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SIGNATURE PAGE FOR THE CITY OF WASHINGTON, IOWA

Sandra Johnson  
Sandra Johnson, Mayor

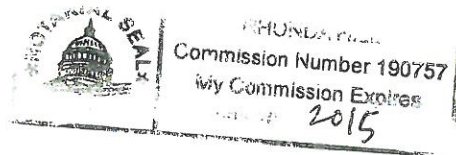
ATTEST:

Illa Earnest  
Illa Earnest, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

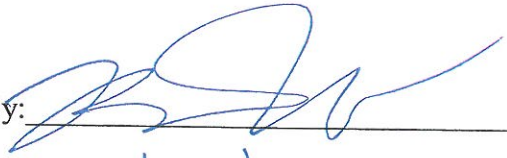
On this 22nd day of April, 2015, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Sandra Johnson and Illa Earnest, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Washington, Iowa; a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as passed by Resolution of the City Council; and Sandra Johnson and Illa Earnest acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Rhonda Hill  
Notary public





SIGNATURE PAGE OF BRIARWOOD PARTNERS, LLC

By:   
Brett Johnson  
Print name and title

STATE OF Kansas, COUNTY OF Johnson :

On this 27<sup>th</sup> day of April, 2015, this document was executed by  
Brett Johnson as member, of Briarwood Partners,  
LLC.

ANGELA BALDWIN  
NOTARY PUBLIC  
STATE OF KANSAS  
MY COMM. EXP. 10/6/18

  
Notary Public