



AGENDA OF THE SPECIAL SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD AT WASHINGTON FREE PUBLIC LIBRARY
NICOLA-STOUFER MEETING ROOM
115 W. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, NOVEMBER 22, 2016

Call to Order

Pledge of Allegiance

Roll Call

Agenda for the Special Session to be held at 6:00 P.M., Tuesday, November 22, 2016 to be approved as proposed or amended.

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

NEW BUSINESS

Discussion and Consideration of Proposals for Grant Writing & Administrative Services – Water Plant CDBG.

Discussion and Consideration of FY16 State TIF Report.

Discussion and Consideration of a Resolution Certifying an Internal Debt and Promissory Note – Washington Business Park –TIF Repayment.

Discussion and Consideration of a Resolution Approving Rebate Closeout Agreements – Washington Preservation. LLC and Insurance on the Avenue, Inc.

Discussion and Consideration of a Resolution Obligating TIF Debts for FY18.

WORK SESSION:

Calendar Year 2017 Strategic Priorities.

FY18-22 Capital Improvements Plan.

DEPARTMENTAL REPORTS

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

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

ADJOURNMENT

Illa Earnest, City Clerk

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



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

Memorandum

November 16, 2016

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

From: Brent Hinson
City Administrator

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

Re: CDBG for Water Plant- Procurement of Grant Writer & Administrator

In order to apply for a \$600,000 Community Development Block Grant (CDBG) for the Water Plant improvements we must follow a set procurement process for hiring a grant-writer and administrator. While we have been working with Marsha Cory of Simmering-Cory, Inc. as in the past, we are required to do a formal solicitation for these services under CDBG guidelines.

FOX Engineering assisted me with putting together this request for proposals (RFP), and the RFPs were mailed on November 10. Proposals are due by November 21, so we may receive proposals additional to the attached proposal from Simmering-Cory, Inc.

Consideration of the grant writer/administrator proposals is needed at this meeting to allow everything to proceed for the January 1 grant submission deadline.

Simmering-Cory, Inc.

Tom Simmering (1947-2012) •

Marsha Cory

November 15, 2016

City of Washington
Attn: Brent Hinson, City Administrator
215 E. Washington Street
Washington, IA 52353

Dear Brent,

Simmering-Cory, Inc (SCI) is pleased to provide you with the following proposal in response to your RFP for Grant Writing and Administration services related to your Water Treatment Facility Improvements Project. SCI has been working with the Community Development Block Grant (CDBG) program for over 30 years and has the experience and qualifications to assist Washington in the preparation of their application and administration of their grant. If you have any questions, after reviewing our proposal, please don't hesitate to contact us.

Experience with IEDA's CDBG Program

Over the past 30 years, SCI has written and administered over 500 CDBG projects in the water/sewer infrastructure, community facilities, housing, and downtown façade revitalization programs.

Specific to the Water/Sewer CDBG program, the following is a list of some of the cities that we have worked with and whose grants have been funded in the past four years:

Ainsworth	Guthrie Center	Northwood
Arthur	Hazelton	Oto
Brooklyn	Johnston	Pleasantville
Buffalo Center	Lawler	Prairie City
Chariton	Maynard	Salix
Cherokee	Maxwell	Titonka
Cushing	Mingo	Tripoli
De Soto	Mitchellville	Union
Greene	Monona	

This experience has led to extensive knowledge of the CDBG program as well as a proven track record. A complete set of references is provided in the reference section of this proposal. Please

610 Buddy Holly Place • P.O. Box 141 • Clear Lake, Iowa 50428

Phone: 641-357-7595 • Fax: 641-357-7561

simmeringcory.com • iowacodification.com

feel free to contact any of the listed cities or CDBG program staff at the Iowa Economic Development Authority (IEDA) for information about SCI's abilities with the CDBG Program.

Description of Past Grant Related Services Provided

SCI has a strong history of success in the CDBG Water/Sewer Program. A majority of the applications that we write and administer under the CDBG Program are water and sewer infrastructure projects.

Our proposal includes two phases. Phase one is for grant writing services related to your Water Treatment Facility Improvements Project.

Our grant application preparation services include developing and compiling documentation necessary for you to compete for grant funds. This will include us making recommendations regarding the scope and components of your project in order to strengthen the application and give you the best possible chance of receiving grant funds.

The following services are included in this phase of the work proposal:

- Work with City staff and the selected engineering firm to complete a program budget and compile all required attachments for submittal of the grant application.
- Write and submit the grant application to the Iowa Economic Development Authority (IEDA) through Iowa Grants Online.

Phase two of the proposal is for grant administration services related to the Water Treatment Facility Improvements Project. SCI proposes to perform the scope of work as itemized in the Washington Request for Proposals for CDBG administration/writing document.

Our administration services include comprehensive technical assistance and program management required from grant award through project completion and close-out.

Description of Organizational Capacity to Complete All Necessary Grant Administration Activities.

SCI is well prepared to assist the City of Washington with their Water Treatment Facility Improvements Project. For 30 years, Simmering-Cory, Inc. has provided a variety of community development, planning, technical assistance, and grant writing/administration services to cities and counties in Iowa. SCI, and its sister company Iowa Codification, Inc., are committed to the success of their clients.

The following Simmering-Cory staff will be involved in the Water Treatment Facility Improvements Project:

Melanie Mitchell, City Planner

Melanie has over 30 years of experience in the CDBG program including work in all of the individual categories including the Water/Sewer Program. Melanie's principal responsibilities including grant writing and administration services. Melanie has completed various training programs provided by IEDA and is a grant administrator in good standing.

Jennifer Movall, City Planner

Jennifer has over eight years of government finance experience where, in addition to daily administration of the city's finances, she was also responsible for administration of grants including CDBG, FEMA, and Federal Aviation Administration programs. With SCI, Jennifer has been involved in the writing and administration of grants in the CDBG program. Jennifer has completed training provided by IEDA and HUD and is a grant administrator in good standing.

Justin Yarosevich, City Planner

Justin has over 17 years of experience in local government administration where he did grant writing and administration as well as project management on various infrastructure and community projects. With SCI, Justin has been involved in the writing and administration of grants including CDBG and RISE (Revitalize Iowa's Sound Economy). Justin has completed training provided by IEDA and HUD and is a grant administrator in good standing.

References

The following provided references are current and past clients for whom we have done similar work. Please feel free to contact them directly for a better understanding of our capacity to assist your community.

City of Buffalo Center
Deb Jensvold, City Clerk
641-562-2505
Bclib4@wctatel.net

City of Maxwell
Deb Hayes, City Clerk
515-387-8655
cityofmaxwell@hotmail.com

City of Tripoli
De Ann Lahmann, City Clerk
319-882-4801

City of Brooklyn
Sheri Sharer, City Clerk
641-522-7066
cbrooklynflags@netins.net

Cost of Services

As noted above, our proposal is broken out into two phases. The fees for each phase are provided below.

Phase 1 – SCI’s grant preparation services, as outlined above in the Description of Services section, are charged as a lump sum fee at the time of grant submittal. The fee to write the CDBG application for Washington’s Water Treatment Facility Improvements Project would be \$1,000.00.

Phase 2 – SCI’s grant administration services, as outlined above in the Description of Services section, are charged based on completion of milestones during the project. Our fee for administration of Washington’s Water Treatment Facility Improvements Project would be \$20,000 invoiced as follows:

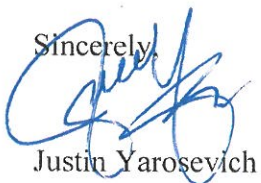
Initial Payment	10% (\$2,000) of General Administrative Fee upon Release of Funds.
Progress Payments	20% (\$4,000) of General Administrative Fee every six (6) months after Release of Funds.
Final Payment	The balance of the General Administrative Fee upon project completion.

SCI will contract with the City separately for grant administration services following award of a grant from the CDBG Program.

SCI offers a comprehensive package of services related to grant writing and administration to ensure that your project has the best opportunity for funding in a very competitive CDBG program and to ensure that administration of your grant runs smoothly from grant award through project close-out.

SCI appreciates your consideration of our proposal for grant writing and administrative services. Should you have any questions please don’t hesitate to contact me.

Sincerely,



Justin Yarosevich
City Planner

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



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

Memorandum

November 17, 2016

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

From: Brent Hinson
City Administrator

Re: TIF State Report and County Certification

In order to collect Tax Increment Financing (TIF) revenues, the City must complete two important items this time of year, with December 1 as the deadline. The first is the State of Iowa Annual Urban Renewal (UR) Report, which is a “look back” at the fiscal year completed this past June 30. The second is the Washington County TIF Debt Form for each active UR Area, which is a “look forward” to the fiscal year beginning July 1, 2017.

The State report is fairly lengthy, and was introduced in its current form 4 years ago, and despite its many limitations & problems it has not been revised since its inception, so I have tried to make the report understandable by tying it into my own spreadsheet, which is also attached. We have to list all of the new debt incurred over the past fiscal year, all of the debt retired, any new areas established, and list the usage of our LMI TIF funds, and many other things.

The Washington County certification is also a fairly complex document. We have 4 UR areas reflected: Unified Commercial, Downtown Commercial, Unified South Central Residential, and Highland Park East Residential. You will note that the resolution shows the Washington Preservation, LLC and Insurance on the Avenue, Inc. TIF rebates as being retired, as per the previous agenda items at this meeting. We are still certifying for TIF for these increments, because we have a little over \$7,000 in other debt for the Downtown Commercial TIF, mainly for legal costs in setting up the TIF areas and development agreements.

Levy Authority Summary

Local Government Name: WASHINGTON
 Local Government Number: 92G887
 Contact Name: Brent Hinson
 Contact Phone: 3196536584 XXX-XXX-XXXX
 Contact Email: bhinson@washingtioniow. xxxx@xxxxx.xxx

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts	Increment Value Used
WASHINGTON HIGHLAND PARK EAST URBAN RENEWAL	92011	1	1,349,407
WASHINGTON UNIFIED SOUTH CENTRAL RESIDENTIAL URBAN RENEWAL	92014	3	2,180,163
WASHINGTON DOWNTOWN COMMERCIAL URBAN RENEWAL	92018	1	75,600
WASHINGTON UNIFIED COMMERCIAL URBAN RENEWAL	92019	4	2,987,783

TIF Debt & Obligations Outstanding 1,107,822 **1**

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015 1,444 **2** **Amount of 07-01-2015 Cash Balance Restricted for LMI** 0

TIF Revenue: 219,549 **3**
 TIF Sp. Revenue Fund Interest 0 **4**
 Property Tax Replacement Claims 0 **5**
 Asset Sales & Loan Repayments 0 **6**
Total Revenue 219,549 **7**

Rebate Expenditures 3,331 **8**
 Non-Rebate Expenditures 217,033 **9**
 Returned to County Treasurer 0 **10**
Total Expenditures 220,364 **11**

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016 629 **12** **Amount of 06-30-2016 Cash Balance Restricted for LMI** 0

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance 886,829 **13**

City of Washington
 FY2015-2016 State TIF Report
 Summary of TIF Debts by Area

TIF District	TIF Debt as of 07/01/2015	Source of Debt	Starting FB	TIF Taxes & Misc. RV TRF In FY2015-2016	Debt Payments	Ending FB	New Debt Added FY2015-2016	TIF Debt as of 06/30/2016
#1- NE Industrial Park	\$32,670.91	Infrastructure installation	\$0.00	\$23,771.10	\$23,771.10	\$0.00	\$70,036.91	\$78,936.72
#3C- Timber Ridge II								
- Timber Ridge Incr	\$47,800.62	Revenue bond/infrastructure	\$0.00	\$47,800.62	\$47,800.62	\$0.00	\$0.00	\$0.00
- Oakwood Incr	\$611,616.00	Revenue bond/infrastructure	\$0.00	\$24,818.12	\$24,818.12	\$0.00	\$0.00	\$586,797.88
#4- MAHP Subdivision*	\$44,932.84	Infrastructure installation	\$0.00	\$44,932.84	\$44,932.84	\$0.00	\$0.00	\$0.00
#5- Engineered Building Design**	\$181,014.02	Project Incentives	\$0.00	\$30,893.79	\$30,893.79	\$0.00	\$0.00	\$150,120.23
#6- Biodiesel	\$45,400.93	Infrastructure installation	\$0.00	\$44,816.37	\$44,816.37	\$0.00	\$64,685.23	\$65,269.79
#7- Downtown								
- Wash Preservation LLC	\$2,516.90	Bldg Improvements- Rebate	\$1,443.27	\$2,516.90	\$3,330.95	\$629.22	\$7,146.53	\$5,703.26
- Ins on Ave Incr	\$0.00	Bldg Improvements- Rebate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Marshall's Incr	\$0.00	Bldg Construction- Rebate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$965,952.22							\$886,827.88
w/New Debt	\$141,868.67		\$1,443.27	\$219,549.74	\$220,363.79	\$629.22	\$141,868.67	
	\$1,107,820.89		Line 2	Line 6	Line 11	Line 12	Included	Line 13
	Line 1			Line 3			in Line 1	

- Line numbers in bold refer to the FY2016 State TIF Report, "Levy Authority Summary" Page

* Debt reduced by \$801.69 to reflect debt written off with Council approval at end of loan (no other way to show in State TIF Report)

** Debt reduced by \$551.46 to reflect actual vs. projected revenue debt interest payments (no other way to show in State TIF Report)

RESOLUTION NO. _____

**A RESOLUTION OBLIGATING AND APPROPRIATING
URBAN RENEWAL TAX REVENUE FUNDS FOR THE
REPAYMENT OF ELIGIBLE DEBTS FOR FISCAL YEAR 2018**

WHEREAS, the City Council, pursuant to and in strict compliance with all laws applicable to the city, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted urban renewal plans for its urban renewal areas, as listed below; and

WHEREAS, the Council has adopted ordinances providing for the division of taxes levied on taxable property and established a special fund for the deposit of such monies pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, the City has scheduled Annual Payments on an annual appropriation basis for certain debts per lawfully adopted development agreements as referenced below, and it is now necessary for the City Council to authorize said funds for appropriation; and

WHEREAS, the Council wishes to certify all other eligible debts for payment in Fiscal Year 2018:

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

Section 1. The City Council hereby authorizes certification for Fiscal Year 2018 to the Washington County Auditor for the repayment of the following TIF debts:

<u>Area</u>	<u>Amount</u>
Unified Commercial <ul style="list-style-type: none">• NE Industrial Park• Engineered Building Design• Biodiesel• Reserves at Briarwood	<ul style="list-style-type: none">• \$10,000 (total debt \$32,797.60)• \$40,000 (total debt \$110,425.00)• \$111,396 (total debt \$449,540.06)• 100% of incremental revenues
Downtown Commercial <ul style="list-style-type: none">• Washington Preservation, LLC• Insurance on the Avenue, Inc.• Marshall's Properties, LLC	<ul style="list-style-type: none">• 100% of incremental revenues collected (estimated at \$2,917)• 100% of incremental revenues collected (estimated at \$823)• 100% of incremental revenues collected (estimated at \$8,480)
Unified South Central Residential <ul style="list-style-type: none">• Oakwood Village	<ul style="list-style-type: none">• Collect maximum amount allowable by law per development agreement (total debt \$552,344.64)

Section 2. The Washington Preservation, LLC development agreement is declared closed out as of June 30, 2017 and no further rebates are due as per the Rebate Closeout Agreement between the City and the Developer dated November 22, 2016.

Section 3. The Insurance on the Avenue, Inc. development agreement is declared closed out as of June 30, 2017 and no further rebates are due as per the Rebate Closeout Agreement between the City and the Developer dated November 22, 2016.

Section 4. The City Council hereby obligates 100% of incremental revenues collected from Marshall's Properties, LLC development agreement for appropriation from the Downtown Commercial Urban Renewal Tax Revenue Fund to make the Annual Payments in the fiscal year beginning July 1, 2017.

Section 5. The City Council hereby obligates 100% of incremental revenues collected from Briarwood Partners, LLC development agreement for appropriation from the Unified Commercial Urban Renewal Tax Revenue Fund to make the Annual Payments in the fiscal year beginning July 1, 2017.

Section 6. The City's certification of the amounts obligated for appropriation in Sections 4 & 5 above, on the City's December 1, 2016 certification of debt payable from the appropriate funds is hereby authorized and such amount shall be reflected in the City's budget for the next succeeding fiscal year.

Section 7. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 22nd day of November, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

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



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

November 17, 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: Certification of Business Park Internal TIF Loan

Now that we are complete with the Business Park and the TIF certification deadline has arrived for FY18, it is time to formally certify a portion of the expense for the project as an internal TIF loan. From the outset, we had planned on accomplishing this major project by in part using a mix of internal and external debt. The external debt of \$215,000 was included in the 2016C General Obligation bond, and the internal debt to the Capital Projects Fund 301 (essentially a negative balance at the current time) is \$85,800.89. We also previously certified \$151,322.51 against the TIF, for a grand total of \$237,123.40 in internal debt for the project.

The City Council had also expressed a desire to repay as much of the Sewer Fund 601 contribution to the project. Based on the existing tax increment, the most we can certify at this time for repayment is \$139,332.68. If we are able to get some significant development in the Business Park, it is theoretically possible we could certify additional Sewer Fund debt against the TIF increment in the future.

While we did incur some debt on this project, I think it was impressive that we were able to complete this \$2.25 million project with only \$570,000 in debt (not including interest), all of which will be retired within five years.

RESOLUTION NO. _____

**A RESOLUTION CERTIFYING AN INTERNAL
DEBT & RELATED PROMISSORY NOTE**

WHEREAS, the City occasionally undertakes major projects that require diverse funding sources; and

WHEREAS, to fully fund these projects, it has been useful in the past for certain City funds to loan money to other City funds, with promise of future repayment; and

WHEREAS, the recently completed Washington Business Park project incurred \$204,694.42 in internal debt in excess of that already certified, and it is now necessary to certify this debt for repayment with interest by tax increment financing (TIF) funds over the next five years.

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

Section 1. The City Council hereby approves the attached internal promissory note in the amount of \$204,694.42, plus 3% interest over a five-year repayment period.

Section 2. The City Council hereby directs that repayment occur to the appropriate City funds in the proportions depicted in the attached repayment schedule, to the greatest extent practicable.

Section 3. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 22nd day of November, 2016.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

PROMISSORY NOTE
WASHINGTON CAPITAL PROJECTS FUND 301 AND SEWER FUND 610

Loan Number: 2

Place: Washington, Iowa

Not to Exceed \$310,000

Date: November 22, 2016

FOR VALUE RECEIVED, the undersigned City of Washington, Unified Commercial Urban Renewal Area Funds 125 and 133 (hereinafter called "TIF Funds") promise to pay to the order of the City of Washington, Iowa Capital Projects Fund 301 and Sewer Fund 610 (hereinafter called the "City") or its successor, a principal sum not to exceed Two Hundred Four Thousand Six Hundred Ninety-Four Dollars and Forty-Two Cents (\$204,694.42) as follows:

The balance of the loan shall be paid no later than June 30, 2021, with payments commencing in the fiscal year beginning July 1, 2017. The interest rate for the loan shall be three percent (3%) per annum for the entire period of the loan. TIF Funds shall repay the loan from TIF Revenues property tax on a variable payment schedule. The note shall be for the purpose of repayment of construction costs of the Washington Business Park, Phase 1.

The note shall be unsecured.

City of Washington TIF Funds

By: _____
Sandra Johnson, Mayor

By: _____
Illa Earnest, City Clerk

STATE)
)ss.
COUNTY OF WASHINGTON)

Before me, a qualified Notary Public, appeared Sandra Johnson and Illa Earnest to me known to be the Mayor and City Clerk of the corporation and the identical persons who signed the foregoing instrument and acknowledged the execution thereof to be the voluntary act and deed of said officers and the voluntary act and deed of said corporation.

Witness my hand and notary seal on this ____ day of _____, 2016.

Notary Public in and for the
State of Iowa

WASHINGTON TIF FUNDS

LENDER'S MEMORANDUM

By way of this memorandum, the City of Washington, Iowa, hereby offers to Washington Unified Commercial Urban Renewal Area Funds 125 and 133 (hereinafter "TIF Funds") a loan for economic development purposes. The loan shall be subject to the terms and conditions stated below; however, this memorandum shall not be construed as all inclusive, and any additional terms and conditions may be placed on the loan prior to closing. Prior to acceptance of funds, the loan applicant, TIF Fund, reserves the right to retract acceptance of the loan offer in the event terms and conditions are added subsequent to the signing of this offer which, in the opinion of the loan applicant, make the loan agreement untenable.

The terms and conditions for the proposed loan are as follows:

1. Loan Amount: Not to Exceed \$204,694.42
2. Rate: 3% Interest
3. Repayment Terms: Repayment no later than June 30, 2021, with payments commencing in the fiscal year beginning July 1, 2017.

Principal and interest shall be paid from TIF Revenues property tax. Payments will be made from TIF taxes generated from development in the Unified Commercial Urban Renewal Area.

2016 Business Park Internal Loan Repayment Schedule

11/17/2016

<u>DATE</u>	<u>PYMT</u>	<u>PRINC</u>	<u>INT</u>	<u>BAL</u>	<u>DATE PD</u>
Beginning:				204,694.42	
6/1/17	-	(6,140.83)	6,140.83	210,835.25	
6/1/18	98,771.00	92,445.94	6,325.06	118,389.31	
6/1/19	33,871.00	30,319.32	3,551.68	88,069.99	
6/1/20	31,396.00	28,753.90	2,642.10	59,316.09	
6/1/21	61,095.57	59,316.09	1,779.48	-	
Totals:	225,133.57	204,694.42	20,439.15		
<u>Internal Loan</u>					
<u>Loan Terms</u>					
				Projected Loan Repayment	
5 Years (Variable Pymt)				To CP301	85,800.89
3.00%				To Swr610	139,332.68
204,694.42					
					225,133.57

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



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

Memorandum

November 16, 2016

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

From: Brent Hinson
City Administrator

Re: Closeout of Washington Preservation, LLC and Insurance on the Avenue TIF Rebates

As was discussed at budget time this past year, the City's past tool of using long-term tax increment financing (TIF) rebates to incentivize downtown building redevelopment has been ineffective. Intentions were good, but the reality is that these agreements really do little for the property owner, while creating significant administrative headaches for the City. With this in mind, the City Council authorized allocating \$25,000 from Riverboat Municipal Grant Funds to establish a program to tie into the Washington Incentive Fund (WIF) operated by Main Street Washington. This program would be aimed at larger building projects that really make a difference in the health of downtown Washington, and might, for example, offer the opportunity to make a \$50,000 grant for a big project, rather than offer them a \$2,000 per year rebate each year for 20 years.

I have had several conversations over this year with both of the building owners that we have long-term TIF agreements with. Both of their projects were exactly the type of project we sought to incentivize with the new program. I propose that in order to do justice to their projects and to clear the slate for the future (as well as eliminate quite a bit of administrative hassle) that we offer lump sum buyouts of their TIF agreements in lieu of offering future rebates. Attached are agreements signed by the property owners. Under these agreements, the City will pay a total of \$29,190.27 at the start of the next fiscal year (no matter what we do, they are entitled to their tax rebates for the current fiscal year). I propose we pay this amount from this year's Riverboat allocation.

RESOLUTION NO. _____

A RESOLUTION ADOPTING TIF REBATE CLOSEOUT AGREEMENTS

WHEREAS, the City entered into a TIF rebate agreement with Washington Preservation, LLC dated November 18, 2009 and amended November 20, 2012; and

WHEREAS, the City entered into a TIF rebate agreement with Insurance on the Avenue, Inc. dated November 20, 2012; and

WHEREAS, it has been mutually agreed by each developer that a lump sum payment should be made in lieu of future tax rebate payments and that each agreement should be terminated.

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

Section 1. The attached Rebate Closeout Agreement with Washington Preservation, LLC is hereby adopted.

Section 2. The attached Rebate Closeout Agreement with Insurance on the Avenue, Inc. is hereby adopted.

Section 3. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 22nd day of November, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

REBATE CLOSEOUT AGREEMENT

THIS REBATE CLOSEOUT AGREEMENT (the "Agreement") by and between the City of Washington, Iowa (the "City"); and Washington Preservation, LLC (hereafter the "Developer").

WHEREAS, the City and Developer entered into a Development Agreement dated November 18, 2009, whereby the Developer agreed to construct certain improvements that cost at least \$200,000 and in exchange for said investment, the City would provide certain tax increment financing rebates over a total of 20 years; and

WHEREAS, the City and Developer entered into an Amendment to said Development Agreement dated November 20, 2012 (the "Amendment"); and

WHEREAS, the City and Developer have heretofore agreed to a lump sum payment in lieu of future rebate payments; and

WHEREAS, it is in the best interests of the City to close out this Development Agreement.

NOW, THEREFORE, the parties agree as follows:

1. The City has offered and the Developer has agreed to accept the amount of \$18,985.26 as the full and final payment of the rebates due to the Developer.
2. The City shall make the lump sum payment to Developer not later than July 15, 2017.
3. The Developer, by executing this Agreement and accepting this lump sum payout, hereby forever releases the City from all of its obligations for the payment of future rebate payment under the Development Agreement and Amendment, and consents to the City not certifying for the scheduled FY18 rebate payment.

Dated this 15 day of November, 2016.

DEVELOPER:

Washington Preservation, LLC

CITY:

By: Mary Patterson

Mary P Patterson

Print name and title 11/15/2016

Sandra Johnson, Mayor

ATTEST

Illa Earnest, City Clerk

City of Washington
 Washington Preservation, LLC Buyout
 11/10/2016

Projected Rebate:

Fiscal Year	Total Value	Incremental Value	Assumed TIF Rate	Taxes Produced	Rebate %	Taxes Rebated	Running Total
2017	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	75%	\$2,207.59	\$2,207.59
2018	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	75%	\$2,207.59	\$4,415.18
2019	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	75%	\$2,207.59	\$6,622.77
2020	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	75%	\$2,207.59	\$8,830.35
2021	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$10,596.42
2022	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$12,362.50
2023	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$14,128.57
2024	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$15,894.64
2025	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$17,660.71
2026	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$19,426.78
2027	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$21,192.85
2028	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$22,958.92
2029	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$24,724.99
2030	\$186,903.00	\$88,403.00	\$33.29583	\$2,943.45	60%	\$1,766.07	\$26,491.06

Proposed Buyout

FY18-FY27 Projected Amounts, paid in a lump sum after 7/1/17 \$18,985.26

REBATE CLOSEOUT AGREEMENT

THIS REBATE CLOSEOUT AGREEMENT (the "Agreement") by and between the City of Washington, Iowa (the "City"); and Insurance on the Avenue, Inc. (hereafter the "Developer").

WHEREAS, the City and Developer entered into a Development Agreement dated November 20, 2012, whereby the Developer agreed to construct certain improvements that cost at least \$150,000 and in exchange for said investment, the City would provide certain tax increment financing rebates over a total of 20 years; and

WHEREAS, the City and Developer have heretofore agreed to a lump sum payment in lieu of future rebate payments; and

WHEREAS, it is in the best interests of the City to close out this Development Agreement.

NOW, THEREFORE, the parties agree as follows:

1. The City has offered and the Developer has agreed to accept the amount of \$10,205.01 as the full and final payment of the rebates due to the Developer.
2. The City shall make the lump sum payment to Developer not later than July 15, 2017.
3. The Developer, by executing this Agreement and accepting this lump sum payout, hereby forever releases the City from all of its obligations for the payment of future rebate payment under the Development Agreement and Amendment, and consents to the City not certifying for the scheduled FY18 rebate payment.

Dated this 10th day of November, 2016.

DEVELOPER:
Insurance on the Avenue, Inc.

CITY:

By: 

Ann C. Williams, President
Print name and title

Sandra Johnson, Mayor

ATTEST

Illa Earnest, City Clerk

City of Washington
 Insurance on the Avenue TIF Buyout
 11/10/2016

Projected Rebate:

Fiscal Year	Total Value	Incremental Value	Assumed TIF Rate	Taxes Produced	Rebate %	Taxes Rebated	Running Total
2017	\$65,116.00	\$24,716.00	\$33.29583	\$822.94	100%	\$822.94	\$822.94
2018	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	100%	\$1,222.16	\$2,045.10
2019	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	100%	\$1,222.16	\$3,267.25
2020	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	100%	\$1,222.16	\$4,489.41
2021	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	100%	\$1,222.16	\$5,711.57
2022	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	75%	\$916.62	\$6,628.18
2023	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	75%	\$916.62	\$7,544.80
2024	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	75%	\$916.62	\$8,461.42
2025	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	75%	\$916.62	\$9,378.04
2026	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	75%	\$916.62	\$10,294.65
2027	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$11,027.95
2028	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$11,761.24
2029	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$12,494.54
2030	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$13,227.83
2031	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$13,961.12
2031	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$14,694.42
2032	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$15,427.71
2033	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$16,161.01
2034	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$16,894.30
2035	\$77,106.00	\$36,706.00	\$33.29583	\$1,222.16	60%	\$733.29	\$17,627.59

Proposed Buyout

FY18-FY27 Projected Amounts, paid in a lump sum after 7/1/17 \$10,205.01

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



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

Memorandum

November 16, 2016

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

From: Brent Hinson
City Administrator

Re: Capital Improvements Plan (CIP) Update

The City Council adopted an all-new CIP in mid-2013, and last updated that in late 2014. We did not do an update last year, in part due to final direction on the City Hall, Police and Fire improvements not being certain. While unfortunately that issue has not been fully resolved as we attempt to market the Former Library, enough has happened (and also been accomplished) that we need to look at updating our plan.

I set out to provide you with the skeleton of a CIP based on projects that have either already been approved or have been discussed with a specific timeframe in mind. However, by the time I put that together, around 90% of the resources expected to be available for capital purposes in the next five years were allocated. Therefore, if you would like to see different or additional projects included in the CIP that would mean in most cases that a project included in this "skeleton" version will have to be removed or delayed.

In addition to the projects I show as programmed within the five-year time period, I have also given you a list of projects that were shown in the "Future Years" of the last CIP that were not included above. I have also given you a list of the projects identified by staff and boards that were not previously in the CIP at all. Between these items and whatever additional ideas you would like to bring to the forefront, you will need to determine what is funded within the five years of the plan, what is shown as a future year project, and what is left out of the plan entirely.

Street Projects

The biggest street project shown in the plan is the paving of West Buchanan Street from the WWTP road to South Avenue E, which is shown in FY21. This \$2.5 million project is anticipated to utilize approximately \$1.8 million in federal funds. Pending our local match, it is theoretically possible we could do this project in FY20 (that's when the federal funds will be available), but at the current time, I can't make the numbers for the match using TIF work until FY21. This could change quickly if any significant developments happen in the new Business Park. Depending on need at the time, we may just plat a few lots along the new street as "Phase 2" of the Business Park, or may be able to do more extensive development of Phase 2 if there is enough development in Phase 1 to support it.

I have programmed the street projects in a different order than we had last discussed. Priorities include further development of the southeast side collector network and finishing paving the southwest side collector network to Highway 1. However, North 4th Avenue from 5th to 7th is a project that has been in the CIP for a long time that also includes a water main element (for water pressure/fire flow as identified in the 2013 Water Facility Plan), sewer point repairs & lining due to a failing 24" sewer line, and a sewer separation element (intakes in sanitary) in addition to the very poor condition of the street, which is a significant collector in the central part of town, serving 3 of the 4 schools directly. We had pushed this project off while we worked on all of the projects at the adjacent Water Plant site, but I believe this project really now needs to be in the five-year plan. Therefore, I took another look at the concepts, and believe that we can get everything we need to accomplish done in an orderly fashion with the following schedule:

- FY18: South 15th Avenue (Adams to Washington)
- FY19: South Avenue E (Sitler to Lincoln) + Sidewalk to Timber Ridge
- FY20: South 12th Paving (Tyler to Van Buren north leg) + Sidewalk around Case Field
- FY21: North 4th Street/Water/Sewer Project (East 5th to East 7th)
- FY22: East Adams Street (12th to 15th Avenues plus South 12th from Van Buren north leg to Adams) + Sidewalk around Water Tower Park

The paving of East Adams from 9th to 12th would then be done in FY23.

We also have a number of maintenance projects shown in future years, mainly asphalt overlay projects. A number of these also need water mains done before we do asphalt work, so that will have to be considered. There is limited room to add additional street projects, but hopefully we can work in a few of these overlay projects over the next several years.

Water Projects

The largest project by far in the water utility is the plant improvements project. You will note that I have used a budgetary number of \$6 million, which is higher than the amount

we had been using (\$4.6 million). This is based on feedback from FOX as they work through the preliminary design, and hopefully it will be enough. I believe this amount is obtainable without a lot of increase beyond what we've been showing in our rate model, but this makes obtaining a CDBG grant very important. This is a badly needed project to ensure the continued reliability of our system, so deferring the project is not a feasible option. Therefore, we'll do everything we can to keep a lid on costs while not shortchanging the operability of the plant over a 20+ year time period.

We also have a number of water main projects in the plan, in an effort to take care of the remaining sources of frequent water main breaks and also to address the fire flow/water pressure recommendations made by FOX in the 2013 Water Facility Plan. We are hoping to direct much of our effort on in-house projects done by the M/C crew toward water main projects in the plan, and to contract out any significant pavement patching jobs as a result (we have several patching jobs that need to be taken care of as funds allow, such as the intersection of N. 4th & 11th, N. 4th & 12th, N. 8th & E. 10th, etc.).

The largest water main project shown in the plan in terms of dollars is the West Washington main replacement from Avenue D to Avenue F. This is the exposed brick portion of the boulevard, which has had numerous main breaks in recent years. In order to get the water main out of the brick street and avoid tearing out many trees in the process of construction, we will need to bore the water main and the service lines. This presents much higher costs than a typical water main project as a result. We have also allowed funding for the reinstallation of brick in the areas of past main breaks.

Sewer Projects

Through our General Obligation (G.O.) debt analysis, we have restructured the funding for the City Hall, Police and Fire building projects, and have freed up additional funding for inflow/infiltration (I/I) reduction projects. In the plan, I show a \$1.1 million issuance in FY18 and a \$1 million issuance in FY20 for this purpose. We also have approximately \$900,000 in the five year time period that would be available for other projects.

I hope to have a draft version of the Southeast Sanitary Basin study in my hands within the next week from FOX Engineering. This study should give us good direction in terms of what the I/I reduction projects should be, but for now I've shown the projects as "to be decided".

Other Projects

As per Council discussion, I have shown the Fire Station project in FY18 and the City Hall/Police project in FY20. These projects will follow the "campus plan", but this is pending the sale of the Former Library. I have increased the projected costs of the two projects combined to \$3.96 million (from \$3.6 million) to allow for the amount of time that has passed since the architect's facility analysis. Due to the projects being pushed back another year from the last time we looked at the numbers, this gives us enough time to build up the additional funds without any significant adjustments to our funding strategy.

We have several pending airport projects shown in the FY17 carryover projects, which are centered around their plan to build a new hangar and an adjacent taxiway and airplane parking area. We have a little over \$50,000 in Road Use Tax funds tied up in these projects, with the remainder of local match coming from the Airport Fund 002. The Airport Commission is proposing to construct Phase 2 of their apron pavement expansion for this same end goal in FY18, which is proposed to require \$60,000 in City match.

The Park Board has requested a number of projects in the next five years. Most of these are smaller, such as new play structures and improvements to the Central Park fountain. However, they are also looking at some larger projects, such as renovation of the main pavilion at Sunset Park, new restrooms at North Park/Stewart ballfields and the construction of a new Parks maintenance facility, with that latter project possibly being as part of the Wellness Park. The current facility is located at Sunset Park, and is essentially just a residential garage. The new maintenance facility could contain the public restrooms and concession stand for the Wellness Park in this particular vision.

I look forward to discussion at the meeting.

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



City of Washington
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 Washington, Iowa 52353
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FY18-22 Capital Improvements Plan
Project Summaries- Preliminary as of 11/16/16

#	Project Name	Brief Summary
<u>Carryover/Incomplete FY2017 Projects</u>		
27	Sunset Park/Avenue H Reconstruction	Reconstruct a portion of Avenue H near the north entrance to Sunset Park. Joint project with Sittler Drive (Avenue B to South Iowa)
29	Water Plant Membranes & Upgrades	Replace filter membranes and perform other needed upgrades to 25 year-old water plant.
44	Taxiway for Parking/Hangar Area	Utilizing 90% FAA funds, construct taxiway to dovetail with improvements to parking and new hangar area at airport.
45	Apron for Large Hangar	Utilizing State DOT funds, construct paved apron for new hangar at airport. Joint project with #44.
	New Large Hangar	Construct new hangar to separate main business users of airport, relieve traffic congestion and improve safety for users.
	Well #6 & #7 Upgrades	Improvements to existing wells to resolve existing issues. Both wells will receive electric & communications upgrades and new pump & motors, and Well #6 will be re-cased.
<u>FY2018 Projects</u>		
14	W. Washington Water Main Replacement	Replace water main from Avenue D to Avenue F, upsizing from 4" existing to 8" PVC. To remove main from brick street, water main must be bored at additional expense. Project includes patching of historic brick in spots with past water main breaks.
24	Fire Station Construction	Construction of new fire station as per "campus plan", pending sale of Former Library
	South 15 th Avenue Paving & Subdivision	Paving of new street from Adams to Madison and reconstruction of existing street from Madison to Washington. Installation of new sewer and water

"One of the 100 Best Small Towns in America"

City of Washington CIP FY18-22 Project Summaries

#	Project Name	Brief Summary
		main and cooperation with property owner to create new 10-12 lot residential subdivision. Joint project with #26.
26	S. 14 th & S. 15 th Storm Sewer	Install storm sewer on S. 14 th & S. 15 th Avenue south of E. Washington/Highway 92 to address drainage issues.
34	South Avenue B Water Main- Adams to Tyler	Replace water main that is extremely prone to main breaks, and portions are transite pipe. Upsize 4" main to 6". Joins up relatively new main ending at Adams with new main starting at Tyler. In-house project.
	Wellness Park	Use of \$1 million in G.O. bonded debt to construct improvements to be determined to facilitate new sports complex.
	I/I Project	Use of \$1.1 million in G.O. bonded debt to address sanitary sewer inflow/infiltration as per report to be issued by FOX Engineering based on extensive study of Southeast Sanitary Sewer basin.
	Willow Pond/Kewash Trail Improvements	Partnership with Washington County Conservation, utilizing Federal TAP and Iowa DNR REAP grant funds and local match funds from both entities to pave a portion of the Kewash Nature Trail west of Highway 1 and construct a new trail segment from the Kewash to the Kirkwood Regional Center.
<u>FY2019 Projects</u>		
23	S. Avenue E Reconst. (Sitler to Lincoln)	Reconstruct S. Avenue E from Sitler to Lincoln & extend 12" water main to West Buchanan; extend sidewalk from High School campus to Timber Ridge subdivision.
032-1	East Main Street Water Main- 12 th to 15 th	Replace water main that is both a main break and water pressure problem. Upsize from 4" to 8" main. In-house project.
<u>FY2020 Projects</u>		
39	South 12 th Paving- Tyler to Van Buren (east leg)	Construct concrete street with curb & gutter from current end of pavement to north leg of East Van Buren. Construction of sidewalk along South 12 th and around Case Field block, pending concurrence of Washington Community School District. Partial special assessment project.
42	City Hall/Police Station Construction	Construction of City Hall/Police Station in existing Municipal Building as per "campus plan", pending sale of Former Library.

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City of Washington CIP FY18-22 Project Summaries

#	Project Name	Brief Summary
	East 3 rd Water Main- 4 th to 12 th	As per 2013 Water Facility Plan, replace water main that is a significant water pressure problem. Upsize from 4" to 8" main. In-house project over 2-3 fiscal years.
	I/I Project	Use of \$1 million in G.O. bonded debt to address sanitary sewer inflow/infiltration as per investigation conducted by City staff and FOX Engineering.
<i>FY2021 Projects</i>		
02/ 25/ 30	North 4 th Avenue Street/ Water Main/ Sewer Repairs & Separation Project- E. 5 th to E. 7 th	Completely reconstruct street and curb & gutter; upgrade water main to 8" as per 2013 Water Facility Plan; conduct point repairs to sewer; line sewer following point repairs; remove intakes from sanitary sewer.
22	South Water Tower Roof Repairs	Sandblast, weld and recoat in roof area of tower to ensure continued integrity of 50-year old tank. Install mixing system and communications improvements to match new north tower & compliment water plant improvements.
37	Business Park Phase II/ West Buchanan Paving	Pave West Buchanan from WWTP road to South Avenue E to create a paved route from Highway 1 to the southwest area of town. Develop additional industrially-zoned lots. Federal aid (80%) project.
<i>FY2022 Projects</i>		
	East Adams Paving- 12 th to 15 th and South 12 th from Van Buren (north leg) to Adams	Pave East Adams north of Water Tower Park to South 15 th Avenue. Pave remainder of South 12 th Avenue. Construct sidewalk loop around Water Tower Park.
<i>Future Years or Deferred Projects from Previous Plan</i>		
21	Parkside Estates Lift Station Upgrades	Upgrade lift station with 1970's-era pumps & add backup power. Need for project was somewhat reduced by West Side Interceptor project significantly reducing distance sewage needed to be pumped.
32-2	2 nd Street Water Main Replacement	Replace existing 4" main with 8" PVC to eliminate small main and water pressure issue.
33	Downtown Streetscape Expansion	Continue streetscape to "Supersquare" area of downtown, including replacement of utility lines & sidewalks and pavement improvements as needed. Currently conceptually slated for FY24.
35	New Well	Drill new 1,900' deep Jordan aquifer drinking water

City of Washington CIP FY18-22 Project Summaries

#	Project Name	Brief Summary
		well to replace existing older well. Need for new well may have been deferred based on improvements to Wells #6 & #7, but this is pending continued good performance of Well #5.
36	North 2 nd Underpass Lift Station Upgrade	Replace pumps and conduct other upgrades to improve stormwater lift station at underpass and eliminate flooding during major rain events.
38	West Main Paving	Pave West Main Street from Highway 1 to current end of pavement at South Avenue H.
40	East Adams Street Paving- S. 9 th to S. 12 th	Pave East Adams to complete paved collector system in southeast area of town. Proposed as an FY23 project.
41-2	Old WWTP Demolition	Demolish obsolete structures at WWTP. A few minor structures may be able to be handled in-house, but a contractor with appropriate equipment will be needed for most of them.
43	Enlarge Pavement Apron	Phase 2 of a project to enlarge pavement apron near new hangar. Proposed by Airport Commission to take place in FY18. 90% FAA-funded project, subject to \$60,000 City funds match.
46	Re-light Runway 18/36	Replace lighting along main runway. 90% FAA-funded project, subject to \$40,000 City funds match.
47	Parallel Taxiway for Runway 18/36 and N. End of 13/31	Construct parallel taxiway along main runway so that planes do not have to taxi back to the terminal on the runway itself. 90% FAA-funded project, subject to \$256,000 City funds match.
<i>New Projects to Consider</i>		
	Water Tower Park Play Structure	Construct a new playground area at Water Tower Park.
	Sunset Park New Play Structure	Reconstruct a playground area in City's most-used park to meet modern safety standards and improve appeal of park.
	Remodel of Main Pavilion at Sunset Park	Rehabilitate main pavilion, including electrical, lighting, repair and painting of structure.
	North Park Restrooms	Construction of new restrooms/storage building at North Park/Stewart ballfields to provide actual restroom facilities to site.
	Central Park Fountain Lighting	Replace & upgrade lighting of Central Park fountain. Proposed by Park Board as an FY18 project.
	Parks Maintenance Facility	Replace vastly undersized facility with new facility, possibly in coordination with Wellness Park development (possible co-location of maintenance

City of Washington CIP FY18-22 Project Summaries

#	Project Name	Brief Summary
		facility/restrooms/concessions area).
	South 6 th Paving- Van Buren to Madison and Monroe from 4 th to 6 th / Lincoln Safe Routes to School	Pave streets around Lincoln Elementary School and construct sidewalks along Monroe and Van Buren in blocks adjacent to school as per 2013 Safe Routes to School plan.
	South 4 th Asphalt Overlay	Mill & asphalt overlay from Washington to Madison to restore pavement surface, and overlay of concrete street from Madison to Van Buren to maintain street integrity in busy area connecting schools.
	North Iowa Mill & Overlay	Mill & asphalt overlay of North Iowa from 5 th to 11 th Streets to restore pavement surface.
	South Avenue B Mill & Overlay	Mill & asphalt overlay of South Avenue B from Madison to Sitler to restore pavement surface in busy area leading to High School.
	North 2 nd Avenue Street Improvement, Phase 1	Reconstruct or patch concrete as needed and add curb & gutter to significant collector route. Possible federal aid project following West Buchanan.
	South 4 th Water Main- Washington to Jackson	As per 2013 Water Facility Plan, high-priority project to boost water pressure on south end of town. Upsize main from 4" to 10".
	Jefferson Water Main- Avenue D to Avenue C and Avenue B to Cul-de-Sac in East 1100 block	As per 2013 Water Facility Plan, project to boost water pressure along Jefferson. Upsize 4" main to 6".
	South 2 nd Avenue Water Main- Madison to Tyler	Replace water main to address line with water main breaks and tie into dead-end main at 3 rd & Tyler to create new loop.
	South 2 nd Avenue Sewer- Monroe to Jackson	Clay sewer pipe that is partially blocked/ collapsed and cannot be fully cleaned or televised.

**Council Previously Approved/Discussed Projects
 FY17 Budgeted/Council Approval/Carryover**

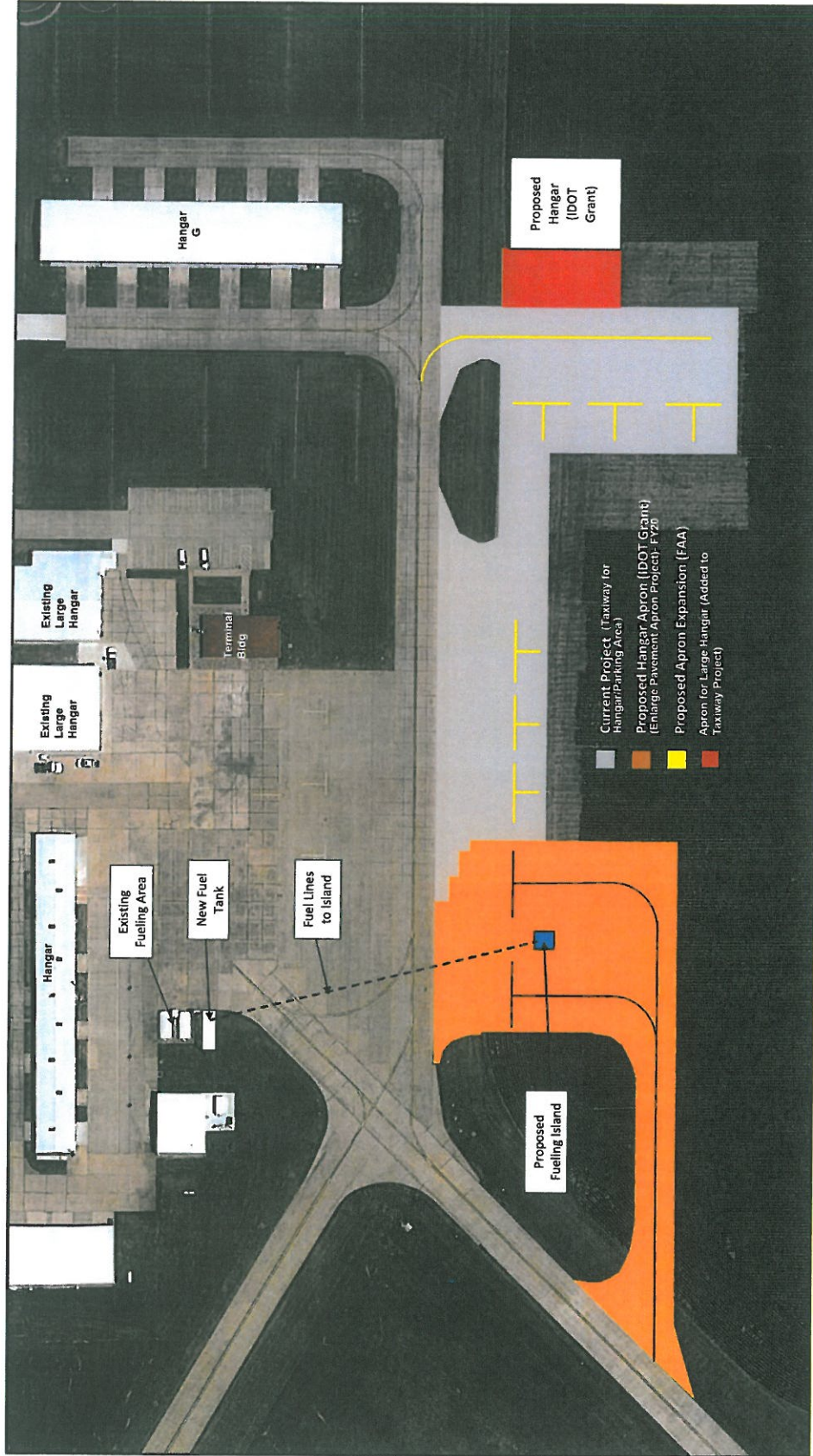
Proj #	Proj Type	Amount Budgeted	GO Debt	SRF Debt	Water	Sewer	Road Use	TIF	Quarterly Riverboat	Special Assess	Grant	Other	Notes
	R	\$468,900	\$250,000				\$72,900		\$110,000	\$36,000			Incl with Sitter (B to Iowa) Apply for \$600K CDBG
	R	\$6,000,000		\$4,880,000	\$390,763		\$51,590				\$600,000		Airport 002 match
	A	\$817,528									\$735,775		Incl with Taxiway Project Airport 002 match
	A	\$300,000									\$150,000		Airport 002 match
	W	\$618,000			\$618,000								
	FY17 Totals	\$8,204,428	\$379,237	\$4,880,000	\$1,008,763	\$0	\$124,490	\$0	\$110,000	\$36,000	\$1,485,775	\$180,163	
Fiscal 2018													
014	W	\$487,108			\$487,108								
024	B	\$2,488,694	\$700,000						\$914,827		\$250,000		Bore Line & Patch Brick
	R/SS/S/W	\$825,000	\$250,000			\$120,000	\$100,000		\$250,000	\$30,000			Land Owner reimb \$75k Incl w/S. 15th Subdiv. In-House Project
026	SS												
034	W	\$35,000			\$35,000								
	R/SS/S/W	\$1,000,000	\$1,000,000										
	S	\$1,100,000	\$1,100,000										
	P	\$160,000											
	FY18 Totals	\$6,095,802	\$3,050,000	\$0	\$522,108	\$120,000	\$100,000	\$0	\$1,164,827	\$30,000	\$100,000	\$60,000	Joint with WCCB
	<i>Additional Funds Available</i>					<i>\$200,000</i>	<i>\$25,000</i>				<i>\$350,000</i>	<i>\$758,867</i>	<i>\$50,000</i>
Fiscal 2019													
023	R/SS	\$803,200	\$250,000				\$123,200		\$390,000	\$40,000			
032-1	W	\$25,000											
	FY19 Totals	\$828,200	\$250,000	\$0	\$25,000	\$0	\$123,200	\$0	\$390,000	\$40,000	\$0	\$0	In-House FY19
	<i>Additional Funds Available</i>					<i>\$200,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$390,000</i>	<i>\$40,000</i>	<i>\$0</i>	<i>\$50,000</i>	
Fiscal 2020													
039	R/SS	\$626,000	\$250,000				\$96,000		\$250,000	\$30,000			
042	B	\$1,474,437	\$700,000						\$150,000		\$100,000		
	W	\$75,000			\$75,000								
	S	\$1,000,000	\$1,000,000										
	FY20 Totals	\$3,175,437	\$1,950,000	\$0	\$75,000	\$0	\$96,000	\$0	\$400,000	\$30,000	\$100,000	\$524,437	In-House FY20-22
	<i>Additional Funds Available</i>				<i>\$125,000</i>	<i>\$200,000</i>	<i>\$29,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$50,000</i>	
Fiscal 2021													
02/25/30	R/S/W	\$600,000	\$250,000		\$50,000	\$100,000			\$200,000				
022	W	\$400,000			\$400,000								
037	R/SS/S/W	\$2,558,289	\$250,000										
	FY21 Totals	\$3,558,289	\$250,000	\$0	\$450,000	\$100,000	\$0	\$731,851	\$200,000	\$0	\$1,826,438	\$0	
	<i>Additional Funds Available</i>					<i>\$100,000</i>	<i>\$0</i>	<i>\$731,851</i>	<i>\$200,000</i>	<i>\$0</i>	<i>\$1,826,438</i>	<i>\$50,000</i>	
Fiscal 2022													
	R/SS	\$754,400	\$250,000				\$154,400		\$300,000	\$50,000			
	FY22 Totals	\$754,400	\$250,000	\$0	\$0	\$0	\$154,400	\$0	\$300,000	\$50,000	\$0	\$0	

Proj #	Proj Type	Amount Budgeted	SRF Debt	GO Debt	Water	Sewer	Road Use	TIF	Quarterly Riverboat	Special Assess	Grant	Other	Notes
Additional Funds Available													
		\$500,000	\$100,000	\$200,000	\$95,600	\$200,000	\$95,600		\$100,000			\$50,000	
Prev Apr Totals		\$2,616,556	\$4,880,000	\$2,080,871	\$220,000	\$598,090	\$731,851	\$2,564,827	\$186,000	\$3,762,213	\$1,463,467		
Add'l Funds Available		\$2,402,100	\$0	\$302,500	\$900,000	\$149,600	\$0	\$300,000	\$0	\$0	\$250,000		
Future Years or Unscheduled													
021	S	\$200,000											
Parkside Estates Lift Station													
032-2	W	FOX											
E 2nd Watermain Replacement													
033	R/SS/S/W	\$3,000,000											Main Possible In-House Programmed for FY24
Downtown Streetscape Expansion													
035	W	\$2,333,000											
New Well													
036	S	\$100,000											
N. 2nd Underpass Lift Station Upgrade													
038	R/SS	\$596,800											
W. Main Paving (Hwy 1 to S Ave H)													
040	R/SS	\$468,000											
Adams St Paving- S. 9th to S. 12th													
041-2	S	\$180,000		\$250,000									Proposed for FY23
Old WWTF Demo													
043	A	\$600,000											
Enlarge Pavement Apron													
046	A	\$400,000											Phase 2- Req for FY18
Re-Light Runway 18/36													
047	A	\$2,563,845											Future years (City match) Stays in future years
Parallel Taxway for 18/36 & N End 13/31													
New Projects to Consider													
	P	\$30,000											
Water Tower Park Play Structure													
	P	\$30,000											
Sunset Park New Play Structure													
	P	\$50,000											
Sunset Park Main Pavilion Remodel													
	P	\$75,000											
North Park Restrooms													
	P	\$17,000											
Central Park Fountain Lighting													
	P	\$300,000											
Parks Maintenance Facility													
	R/SS	\$436,000											
S. 6th Paving- Van Buren to Monroe +SRTS													
	R/SS	\$377,250											
S. 6th Paving- Mon to Mad + Mon 4th to 6th													
	R	\$265,000											
S. 4th Mill & Overlay- Wash to Van Buren													
	R	\$260,000											
N. Iowa Mill & Overlay- 5th to 11th													
	R	\$430,000											
S. Ave B Mill & Overlay- Sitter to Madison													
	R/SS	\$1,000,000											
N. 2nd Street Improv Phase 1- 5th to 11th													
	W	FOX											
S. 4th Watermain- Wash to Jackson													
	W	FOX											
Jefferson Watermain- D to C, B to Cul-de-Sac													
	W												
S. 2nd Watermain- Madison to Tyler													
	S	\$200,000											
S. 2nd Sewer- Monroe to Jackson													
	A	\$200,000											
New Fuel Farm													
Future Years Total		\$13,911,895	\$0	\$0	\$0	\$0	\$0	\$0	\$195,000	\$23,000	\$160,000	\$40,000	Airport 002 match- FY20?

Project Types
 R= Road S= Sewer
 W= Water SS= Storm Sewer
 B= Building P= Parks
 A= Airport
 Project Cost Key
 Blank- no cost estimate
 FOX- engineer preparing cost estimate for next mtg.

Washington Municipal Airport

Current and Proposed Near-Term Apron and Hangar Projects



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



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

Memorandum

November 16, 2016

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

From: Brent Hinson
City Administrator

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

Re: Strategic Goal-Setting Meeting, November 2016

It is time again for the Council to set the goals for the next fiscal year. This process is useful in getting everyone to step back from all of the details from meeting to meeting, and try to look at the big picture. Even more importantly, it is a good opportunity to get everyone on the same page in agreeing on what the big picture is and what the City's approach to it should look like. If we can reach consensus on the broad direction of our efforts, we are able to spend the public's money more wisely and strategically, and staff is provided the direction they need to do their jobs as well as possible.

We typically are trying to reach consensus on anywhere from 3 to possibly as many as 6 specific priorities for the following two calendar years. While we update the priorities every year, a two-year window recognizes that many major initiatives take more than a calendar year to complete. We will be starting fresh in a way this year, because last year, we decided to limit the discussion to just calendar 2016. I would like to get back to a 2-year planning window, with your agreement.

Survey

In preparation for this year's goal-setting session, I designed and distributed an online survey of key stakeholders to determine their feelings on the City's current direction and hear their ideas as related to future initiatives and priorities. The survey was sent to 66 stakeholders, and we received 52 responses. I tried to limit the group to people that regularly interface with the City and are aware of various aspects of our operations in some depth. The stakeholders the survey was sent to are listed on the attached document, but I haven't denoted those that actually responded to better protect anonymity.

The breakdown of those who were surveyed was:

- Mayor or City Council: 7
- City Staff: 24
- City Board Member: 11
- Outside Stakeholder: 24

Overall ratings of our service categories were:

- Public Safety: 4.35 out of 5
- Culture & Recreation: 3.92 out of 5
- Public Works: 4.13 out of 5
- Community Development: 3.59 out of 5
- Working with Outside Groups: 4.00 out of 5

A great deal of additional information on these ratings is included in the open-ended comments. I would encourage the Council to review and take note of all of these responses. There are a fair amount of compliments, but also some good constructive criticism.

Process for Setting Goals

Hopefully completing the survey yourselves offered an opportunity to think about what you think should be the priorities for the coming year and for the long term. I think the best way to start the session is by reviewing the progress report on the 2016 goals (see memo that follows this memo), and identifying what we can cross off the list and also noting any changed circumstances that would lead to the need to change or defer any of the priorities identified.

Next, I would think we could have the councilors share their thoughts on the survey- was there anything that surprised you? Anything specific that you really identify with? Anything that needs to be probed further to understand what the person meant?

After we have had a chance to discuss the survey, perhaps we could turn our attention to open-ended answers for Questions 7-10. Is there anything missing that needs to be considered for the priorities after taking into account these responses and the previously identified items in the progress report memo? Once you think we have a fairly comprehensive list, then I will go back before the next session (to take place December 6 after the regular meeting), try to boil down the items listed to actionable priorities, and create another online survey for you to complete. My thought is just to have everyone assign between one and five stars to each priority, and then we can use the December 6 meeting to rank-order those priorities based on the results and any other thoughts you may have. Ideally, we can agree on a rank-ordering at the meeting, and staff can put together a resolution for consideration at the December 20 meeting.

One final thing I'd like to mention is that I would like to see us split the goal-setting resolution a little differently than in the past. We usually have listed 3-6 priorities for the coming two years, and then had a long laundry list of "ongoing priorities". There are a number of these ongoing priorities that are really organizational values, such as "[Build] Public Trust" and "[Support] Economic Development Programs". There is really no goal you can achieve, just values you can follow in setting policy. Therefore, I'd like to pull those out into their own category, and then have a category for "Long-Term Priorities". This latter category would be things like "Construct Southeast Side Collector Street Network". While it will take a while to accomplish, that is an achievable goal.

I look forward to the session.

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



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

Memorandum

November 16, 2016

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

From: Brent Hinson
City Administrator

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

Re: Progress Report on Strategic Priorities, November 2016

Background: The City Council unanimously adopted a resolution setting strategic priorities for calendar years 2015 and 2016 on December 16, 2014, and later approved updated priorities for 2016 on December 15, 2015. This report seeks to provide the City Council with an update on progress toward these goals.

Additional detail to consider for the goal-setting is included in the attached survey, which was conducted November 4-15. The survey group was the Mayor & City Council, 11 City board members, 24 City staff people and 24 outside stakeholders. Out of the survey group of 66, we received 51 responses. I believe this group provided excellent feedback that should be carefully considered as you look at priorities. Thanks to all who responded.

Calendar Year 2016 Priorities:

1. Top Priority: Strongly emphasize efforts toward eliminating sources of inflow/infiltration (I/I) of stormwater into the sanitary sewer system

Staff Primarily Responsible: City Administrator, Mayor, Engineering Technician, Maintenance & Construction Department, FOX Engineering

The City has received many complaints of sanitary sewer backups during major rain events, and has been investing significant effort in I/I reduction. The City is in the final stages of completion on the 2016 Courthouse Sewer Separation, a \$650,000 project that is estimated to have removed 10% of the excess flow beyond what the WWTP can process in a major storm event. Additionally, City staff in M/C and Development Services has also been

spending a large amount of time working with FOX Engineering on evaluating the southeast sewer basin, where most of the reported sanitary sewer backups have occurred. In the past year, the entire basin was cleaned & televised, conditions of all the manholes were documented & evaluated, and the entire basin was smoke-tested. This work has taken significantly longer than we originally anticipated, but FOX should have a report completed on the results very soon. These results are expected to help provide direction on future capital expenditures to most cost-effectively reduce the amount of I/I in the system. Finally, through some changes in the anticipated financing for the Fire Station and City Hall/Police projects, we now expect to have at least \$2.1 million in bonded debt available for I/I projects over the next several years.

2. Develop communications strategy with public (COMPLETED)

Staff Primarily Responsible: City Administrator, City Clerk, and City Hall Administrative Assistant

The City Council adopted a Communications Plan on November 1, 2016, and City staff will now be working to see that it is implemented.

3. Hotel/Motel Tax referendum

Staff Primarily Responsible: City Administrator and Washington Chamber of Commerce

At the time of last year's goal-setting session, it was thought that things would be ready for a hotel/motel tax referendum during 2016. However, due to the significant effort needed to prepare for hosting RAGBRAI in 2016, this issue was deferred to a later time.

This week, I met with the Chamber Tourism Committee. They are interested in moving this issue forward in 2017. I believe their desired approach will be to set up a steering committee, including City representation, to study different possible approaches to the referendum, and to present a proposal to the City Council for consideration.

4. Remove one-way on Sitler Drive (COMPLETED)

Staff Primarily Responsible: City Engineer, Engineering Technician, and City Administrator

A project to widen Sitler Drive and maximize safety at the Sitler/South Iowa intersection was included in the City's 2016 Street Program, and newly improved two-way street opened to traffic last week.

Summary Progress for On-Going Commitments & Priorities:

- **Public Trust:** Maintenance of public trust will always be somewhat subjective, but we hope to continue to make strides by being as transparent and communicative as possible, including implementation of the new Communications Plan.
- **Public Safety:** We have been working hard on facility issues for public safety, which will assist them in their work. The Police and Fire Departments remain very active in community outreach.
- **Budget & Financial Issues:** A large array of capital projects over the next few years will stress available resources somewhat, but the City is in a much better position than just a few years ago and fund balances are very strong.
- **Inflow/Infiltration Reduction:** As discussed above, the City hopes to learn much from its modeling of the southeast sanitary sewer basin, and it is proposed that this modeling is continued for the other basins in town over the next few years so that we can fully understand our system and make our I/I reduction investments in the most cost-effective way possible.
- **\$500,000 Street Program:** Due to the revenue brought by the gas tax increase passed by the State of Iowa, this can now be more of a reliably \$600,000 program. This additional funding will be needed in order to accomplish the projects we have already identified and a few that are likely to be targeted in the next 5-10 years.
- **Economic Development Programs:** The City has continued funding for the Washington Economic Development Group. I serve on the WEDG board as a voting member, and Mayor Johnson serves as ex-officio. We also recently entered into a significant partnership with WEDG for the marketing of the Business Park lots.
- **Support Main Street:** The City has increased its funding of Main Street Washington from \$10,000 in FY12 to \$20,000 in FY17, and Councilor Salazar and Steve Donnolly are currently serving on the board of directors.
- **Implement Sidewalk Program:** We still need to implement a comprehensive sidewalk trip hazards, but I believe we have done a pretty good job of improving our ADA compliance through each project we do. We have also been using our annual street program to get more sidewalks installed in key locations, and I see the potential to expand this as I have discussed with the Council in relation to the street improvements anticipated in the southeast area of town over the next few years. These street improvements should also give us the opportunity to get sidewalk all the way around Case Field and Water Tower Park, which are areas with lots of pedestrian traffic or the potential for it, where sidewalk is noticeably missing.

- **Implement rental housing inspections:** We have nearly completed two years of the first three-year cycle, and acceptance of the new program seems to be good.
- **Continue development of new industrial park, including West Buchanan corridor:** Phase 1 of the Business Park was completed this year, and lots are now being offered for sale. The project to pave the remainder of West Buchanan into town is in the regional Transportation Improvement Program for Federal FY2020, with around \$1.8 million in federal funds programmed for the project.
- **Assist in development process for Wellness Park, including infrastructure:** We currently have \$1 million programmed in our debt analysis for street & utility infrastructure for this project for FY2018.
- **Make a decision regarding Municipal Building facility needs and use:** The Council made the decision last December to proceed with the campus option, pending sale of the Former Library. Since that time, we have hired a commercial real estate agent, and the building is being marketed. Should the agent be unable to sell the building within a reasonable timeframe, the Council will need to consider what to do to allow us to move forward with the necessary building improvements.
- **Water System Improvements:** The North Tower and West 5th water main projects are complete (the North Tower has not yet been administratively closed out by the time of this writing), and the tower is operational. Well #7 improvements are nearly complete, and Well #6 is now under contract. We are nearly done with the preliminary design for the Water Plant improvements, and work is underway on attempting to secure a Community Development Block Grant (CDBG) for the project.
- **Maintain/improve existing parks:** The City has entered into a partnership in the past year with the Washington County Conservation Board (WCCB) for improvements to the Kewash Nature Trail, as well as a new trail spur. With federal grant funds, DNR REAP funds, and the local match pledged by the City and WCCB, a minimum \$562,000 project will be possible, ideally with construction in 2017. The City also anticipates working with WEDG and other entities to update the County Trails Plan in the near future.
- **Focus on Comprehensive Plan:** Many of the recommendations of the Comp Plan have been enacted, but considerable work remains to be done. The Comp Plan continues to play a prominent role in development and planning decisions.
- **Continue equipment replacement plan:** We have continued to work on improving our fleet within the available budget, and have made significant improvements in the quality of the overall fleet.

We continue to make progress in a variety of areas, and it has been nice to check a number of major things off our list in the past year. Thanks for your pivotal role in making all of this progress a reality.

City of Washington Goal-Setting Survey, November 2016

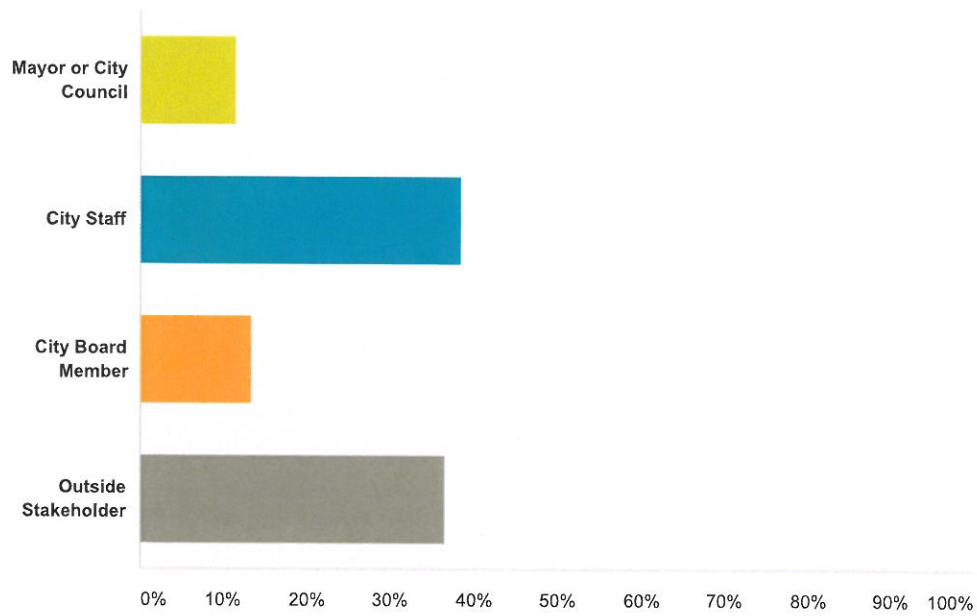
Email	First Name	Last Name	Category
archer1@iowatelecom.net	Kevin	Erpelding	Board
bart20man@gmail.com	Larry	Bartlett	Board
conniehomes@yahoo.com	Connie	Larson	Board
dbflannery@hotmail.com	Diana	Flannery	Board
ddelong@delonginc.com	Deran	DeLong	Board
donpfeiffer13@gmail.com	Donald	Pfeiffer	Board
greenerhouse@iowatelecom.net	Mary	Patterson	Board
jabfred7491@gmail.com	Bill	Fredrick	Board
miker2011@gmail.com	Mike	Roe	Board
mkramme@culver.edu	Mike	Kramme	Board
teachme1234@hotmail.com	Kevin	Caldwell	Board
bhinson@washingtoniowa.net	Brent	Hinson	City Staff
cmccleary@washingtoniowa.net	Chad	McCleary	City Staff
dbruns@washingtoniowa.net	Dave	Bruns	City Staff
debbie.stanton@washington.lib.ia.us	Debbie	Stanton	City Staff
dwagler@washingtoniowa.net	Deb	Wagler	City Staff
fdoggett@washingtoniowa.net	Fred	Doggett	City Staff
firedept@washingtoniowa.net	Tom	Wide	City Staff
ggoodman@washingtoniowa.net	Greg	Goodman	City Staff
iearnest@washingtoniowa.net	Illa	Earnest	City Staff
jjbell@washingtoniowa.net	JJ	Bell	City Staff
jwhisler@washingtoniowa.net	Jason	Whisler	City Staff
kbrown@washingtoniowa.net	Kelsey	Brown	City Staff
kevinolsonlaw@gmail.com	Kevin	Olson	City Staff
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lkrotz@washingtoniowa.net	Linda	Krotz	City Staff
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nduvall@washingtoniowa.net	Nick	Duvall	City Staff
npacha@washingtoniowa.net	Nick	Pacha	City Staff
rhill@washingtoniowa.net	Rhonda	Hill	City Staff
rsee@washingtoniowa.net	Ron	See	City Staff
sdonnolly@washingtoniowa.net	Steve	Donnolly	City Staff
sellingson@washingtoniowa.net	Shawn	Ellingson	City Staff
tkleese@washingtoniowa.net	Tim	Kleese	City Staff
brendan@delonginc.com	Brendan	DeLong	Mayor & Council
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kjanecek@iowatelecom.net	Kerry	Janecek	Mayor & Council
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sgault@washingtoniowa.net	Steve	Gault	Mayor & Council
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bharkema@washingtony.org	Becky	Harkema	Outside
craig@washingtonlawoffice.org	Craig	Davis	Outside
davidmitchell@ebdtruss.com	Dave	Mitchell	Outside

City of Washington Goal-Setting Survey, November 2016

Email	First Name	Last Name	Category
dhunger@wchc.org	Dennis	Hunger	Outside
dwidmer@co.washington.ia.us	Dan	Widmer	Outside
ebuchhol@washington.k12.ia.us	Erik	Buchholz	Outside
eric-turner@jetpt.net	Eric	Turner	Outside
festus.x96@gmail.com	Jack	Seward	Outside
jdicks@washington.k12.ia.us	Jeff	Dicks	Outside
jdkkgorham@hotmail.com	Karen	Gorham	Outside
mcconnellmj@mchsi.com	Joe & Marde	McConnell	Outside
michelle@washingtoniowa.org	Michelle	Redlinger	Outside
moen2000@gmail.com	Lyle	Moen	Outside
rknicola1229@gmail.com	Rachel	Nicola	Outside
rlutovsky@irebiodiesel.com	Ron	Lutovsky	Outside
ryoung@co.washington.ia.us	Richard	Young	Outside
sarah@washingtoniowa.org	Sarah	Grunewaldt	Outside
sjlkw@gmail.com	Keith	Lazar	Outside
Tera.Pickens@kirkwood.edu	Tera	Pickens	Outside
thorius@co.washington.ia.us	Jacob	Thorius	Outside
wccbdirector1981@gmail.com	Steve	Anderson	Outside
wcrf@riverboatfoundation.org	Jim	Logan	Outside
wedg@washingtoniowa.org	Ed	Raber	Outside

Q1 Please indicate your relationship to the City of Washington:

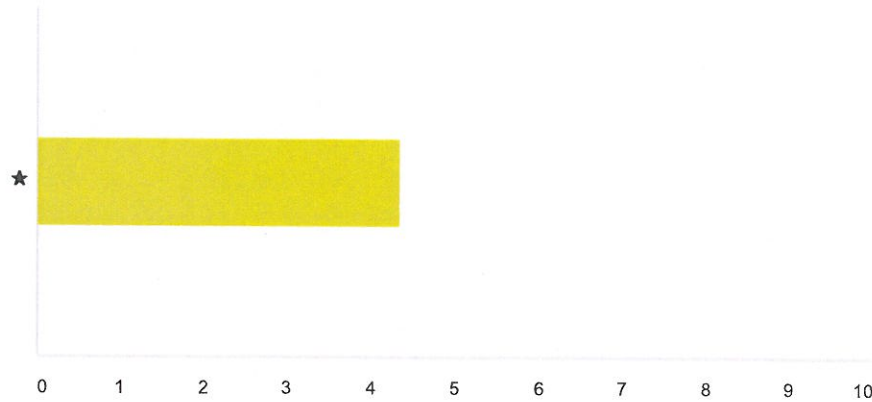
Answered: 52 Skipped: 0



Answer Choices	Responses
Mayor or City Council	11.54% 6
City Staff	38.46% 20
City Board Member	13.46% 7
Outside Stakeholder	36.54% 19
Total	52

Q2 How would you rate the City's overall performance in ensuring public safety (i.e., police & fire services) over the past two years?

Answered: 49 Skipped: 3



	1	2	3	4	5	Total	Weighted Average
★	0.00% 0	4.08% 2	10.20% 5	32.65% 16	53.06% 26	49	4.35

#	Comments on public safety activities:	Date
1	The city meets and often exceeds expectations with public safety. I think our fire department and police department are more than adequately equipped with the tools they need to do their jobs well. I believe for the most part, with some exceptions, this equipment is used efficiently and effectively.	11/16/2016 1:16 PM
2	The police department has improved on its spending but still seems ignore the budget and not be aware of the money it is spending.	11/16/2016 9:06 AM
3	Excellent Fire Department. Poor access to Police Department through locked door. Police Officers are very good.	11/10/2016 3:08 PM
4	4.5 of 5. Believe Police have an overall good reputation in community as responsive while not over-reaching. Concerned so much of their time and efforts used in school for behavioral students, and at emergency room and care facilities for mental health issues. I have not been able to gauge public's support for fire and police station improvements. Ultimately would like to see police and city hall together, fire could be stand alone. Consider call-out charge when we roll fire, police, rescue for repeated false alarms for low battery in fire/smoke alarms like Burlington does. Is it true our ISO rating downgraded and could affect property insurance?	11/10/2016 10:56 AM
5	Good, hardworking crews.	11/9/2016 1:50 PM
6	good working relationships with public	11/9/2016 12:12 PM
7	Lacking in drug investigations. Manpower not dedicated to such.	11/8/2016 8:35 PM
8	Excellent and very personable and available, try hard to meet the needs of the community	11/8/2016 5:23 PM
9	I feel the police and fire are proactive. Sometimes, I do wonder if the police go a little too far with their technology, just because it is available.	11/8/2016 4:42 PM
10	Washington is fortunate to have ongoing training for police and fire personnel. Washington is willing to invest in upgrading equipment in a timely manner. We have a police department that seems to have a good attitude in dealing with the public. We do not have much turnover in our police personnel so we benefit from having experienced officers who know the community.	11/8/2016 2:53 PM
11	I would rate public safety very good over the past 2 years. Citizens receive quality service for town size.	11/8/2016 2:25 PM
12	I do not know the scheduling of the police, but a lot of stop signs are being ran and the speeding is terrible in this town.	11/7/2016 11:37 AM

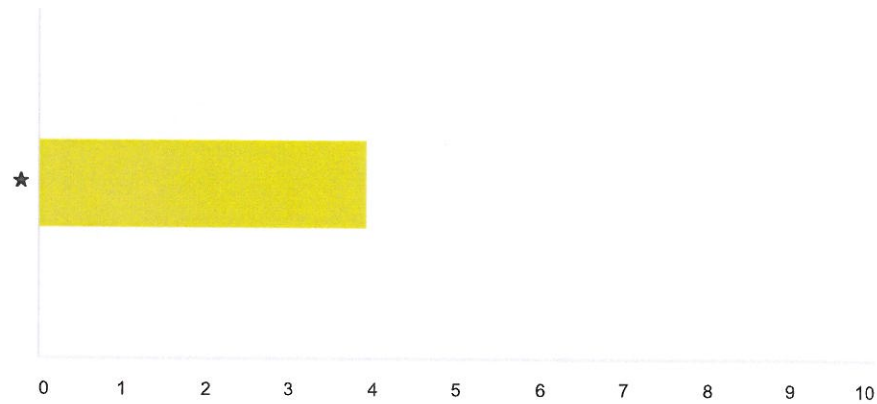
Stakeholder Questionnaire for City of Washington 2016 Goal-Setting

SurveyMonkey

13	Police and Fire in my opinion do a great job. I think the officers in the police department do a great job in working with the people of Washington. They respect the people and treat them fairly. Very rarely do we take a complaint against any of our officers. The building is a big drawback. We do not have storage space where we can keep equipment where it wont be ruined. I know a plan is in the works to correct that info. I think that it is very important that the plan for the complex keep moving forward. We need to make an improvement on time spent on drug enforcement. This is very important. Eventually a school resource officer should be considered due to the amount of time being spent at the schools and the issues with students today.	11/7/2016 9:32 AM
14	I think you have excellent systems in place regarding these services. Well done!	11/7/2016 9:10 AM
15	Have tried to work with fire department over the past two years to increase the volume of foam that it has on hand to fight chemical fires, have not received response to date.	11/7/2016 9:04 AM
16	Excellent - I believe our officers and rescue people do the best with what they are given.	11/7/2016 8:04 AM
17	I think our public safety is excellent. Police could be held a little more in check with their budget at times, but overall as a performance, it is excellent.	11/6/2016 9:48 AM
18	OK need to make sure they investigate all instances and follow up with cases when complete	11/5/2016 2:20 PM
19	We have great Police and Fire Departments!	11/4/2016 4:02 PM
20	The City has a good commitment to public safety	11/4/2016 3:59 PM
21	police and fire dept's do an outstanding job	11/4/2016 3:47 PM
22	The police and fire are very involved in the community and focus on prevention with youth, which is very important. I'd like to see the police continue working as partners with the Sheriff's Department.	11/4/2016 2:35 PM
23	PD could use more PR through the Journal and KCII. Monthly articles and interviews informing the community of issues and safety tips.	11/4/2016 2:27 PM
24	We could do better on one to one contact with public.	11/4/2016 2:18 PM
25	I see a lot of small infractions downtown, especially rolling stops, even by cars with fire fighter license plates. Pretty much nobody really stops unless there's a vehicle already crossing the intersection. Backing out into empty parking places and then skimming by the curb, then entering traffic from an angle, is also a common way that people leave a parking place, instead of backing out all the way. Maybe an occasional downtown police presence would improve safety.	11/4/2016 1:45 PM
26	Need to determine a path forward on police and fire facilities.	11/4/2016 1:36 PM
27	adequate with plenty of coverage of the city and events.	11/4/2016 1:25 PM
28	It appears that downtown after dark is not a desirable place for a family.	11/4/2016 1:02 PM

Q3 How would you rate the City's overall performance in culture & recreation activities (i.e., parks, library, cemetery) over the past two years?

Answered: 49 Skipped: 3



	1	2	3	4	5	Total	Weighted Average
★	4.08%	8.16%	12.24%	42.86%	32.65%	49	3.92
	2	4	6	21	16		

#	Comments on culture & recreation activities:	Date
1	I think the overall performance of the city with culture and recreational activities is good. I believe our library services are phenomenal. I believe the care of our cemeteries is well done. I believe our parks department and the most recent transition has gone well and our new superintendent has "hit the ground running". In regards to our partnership with the Y on our municipal pool I believe the situation is mutually advantageous and continued work together here is a great idea. In regards to our partnership with the Y with recreational sports, I think the idea that "you get what you pay for" is relevant. I think there is room for improvement in this area, and I believe the Y would argue that they are underfunded, especially in comparison to what other communities are paying them. I think we need to consider allocating some additional monies this way, while also looking for and expecting marked improvement with the quality and quantity of these activities offered to the kids in our community. Lacking marked improvement I think we need to weigh what having a City Rec department would look like in comparison and make a decision accordingly.	11/16/2016 1:16 PM
2	The parks need maintenance and updating. we need to continue to make the wellness park a priority. The library is a huge asset to the community.	11/16/2016 9:06 AM
3	Would like to see the city plant additional trees in the cemetery to ensure future attractiveness.	11/10/2016 8:25 PM
4	Excellent Park System includes many opportunities for recreational activities. Parks are well maintained. Excellent Library and Staff. Already have our burial lots selected, which means we approve of cemetery.	11/10/2016 3:08 PM
5	Library 5 of 5 doing great job cultural expansion and working with various non-profits for programming and public events. Recreation 3.5 of 5. Perception we don't offer as much as other cities our size, making it harder to attract new families and business. Should Y do sports for city or have own department, do cost/benefit analysis rather than anecdotal. Improve park system per notes in comprehensive plan. Replace Sunset Park amenities to meet safety requirements. Hotel/motel tax would help fund. What city have good models working with schools to provide year round recreation?	11/10/2016 10:56 AM
6	Lots of good programs at library for variety of issues, smooth transition in park superintendent, pool management from Y has been rocky as I have heard negative comments about the way the pool is managed now.	11/9/2016 12:12 PM
7	Considering the size of our community we offer LOTS and we're always looking to offer more. Would love to have more bike trails. Excited to hear of disc golf improvements	11/8/2016 5:23 PM
8	I have heard many compliments regarding the culture and recreation activities.	11/8/2016 4:42 PM

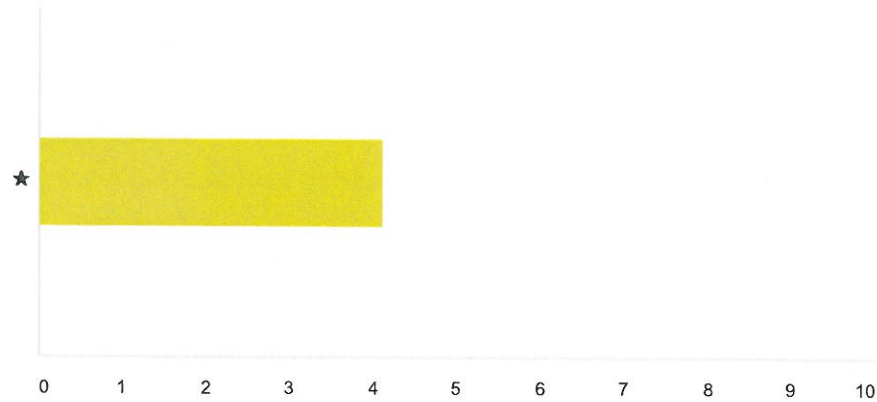
Stakeholder Questionnaire for City of Washington 2016 Goal-Setting

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9	The library and its staff are outstanding. The cemetery is adding the new columbarium and works to keep the grounds looking good. The parks are upgraded with new trees, expansion of disc golf course, and plans for more trails. Improvements are happening and are being planned. Lots of park acreage to maintain.	11/8/2016 2:53 PM
10	Has been some updates, but could use more recreation activities.	11/8/2016 2:25 PM
11	The Parks and Library seem to be in great shape. The Cemetery has had issues of cleanliness in the past, I believe this has been taken care of recently. A place of such magnitude for the public eye should be acceptable.	11/8/2016 1:11 PM
12	The City does a great job providing activities to the citizens of this town.	11/7/2016 11:37 AM
13	I think the city has done a great job but I know there have been some issues with the Y that hopefully can be resolved, on their end. It is an important partnership for Washington. The cemetery's are kept very nice and are well maintained.	11/7/2016 9:32 AM
14	Your parks are excellent. The cemeteries are well mowed and manicured, but there are head stone issues. Not sure if that is a city role or not. Perhaps my largest concern is the city use of its bonding authority for the YMCA. I do support joint recreational efforts. However, the Y is to be a member driven nonprofit. It is not acceptable to me to subsidize this in this manner.	11/7/2016 9:10 AM
15	Would like to see more Hispanic cultural awareness events.	11/7/2016 8:04 AM
16	Our activities are perfect. We always have something going on, and I think that says a lot for a small town community.	11/6/2016 9:48 AM
17	done a great job supporting the chamber and main street	11/5/2016 2:20 PM
18	Our library and staff are outstanding! We need to partner with other organizations to increase cultural and recreation activities.	11/4/2016 4:02 PM
19	Doing good	11/4/2016 3:59 PM
20	the library does a lot of stuff for the community besides providing books. parks are kept nice and looking good. cemeteries are kept nice and looking good	11/4/2016 3:47 PM
21	We take good care of the resources we have. I'd like to see the city partnering more formally with groups bringing cultural events to Washington and make sure the city gets credit for all of the hard work it does behind the scenes to make any large events a success. Examples include helping with RAGBRAI, any downtown events, the library's partnership with the schools and the Y for summer school (which received no public recognition), etc. The city is doing all of these things, and there should be credit given by the organizations we're helping.	11/4/2016 2:35 PM
22	Beautiful parks. Needs to update ball fields, more maintenance of ball fields. Wellness park should be a priority. Culture is great with Library and new auditorium.	11/4/2016 2:27 PM
23	I have seen little improvement in the parks and rec facilities for public use. The city has facilities but I would rate them below other similar sized communities.	11/4/2016 2:21 PM
24	We need a recreational complex like Burlington.	11/4/2016 2:20 PM
25	Parks and infrastructure still 1950s philosophy. Save park board for a generation. Priority on keeping things the same rather than moving forward.	11/4/2016 2:10 PM
26	We have a beautiful parks system! I especially appreciated the fountain being left on longer this year. Thank you!	11/4/2016 1:50 PM
27	Parks seem to be fragmented throughout the city. Where is the city's plan for the new Wellness Park on 5th North? The new soccer fields are a great start.	11/4/2016 1:45 PM
28	The city seems to respond quickly when their property needs maintenance.	11/4/2016 1:45 PM
29	Need to continue investment in upgrading parks.	11/4/2016 1:36 PM
30	Adequate for what is available for facilities.	11/4/2016 1:25 PM
31	The parks have not been improved and that is a problem	11/4/2016 1:02 PM

Q4 How would you rate the City's overall performance in public works activities (i.e., street maintenance, water, sewer, airport) in the past two years?

Answered: 49 Skipped: 3



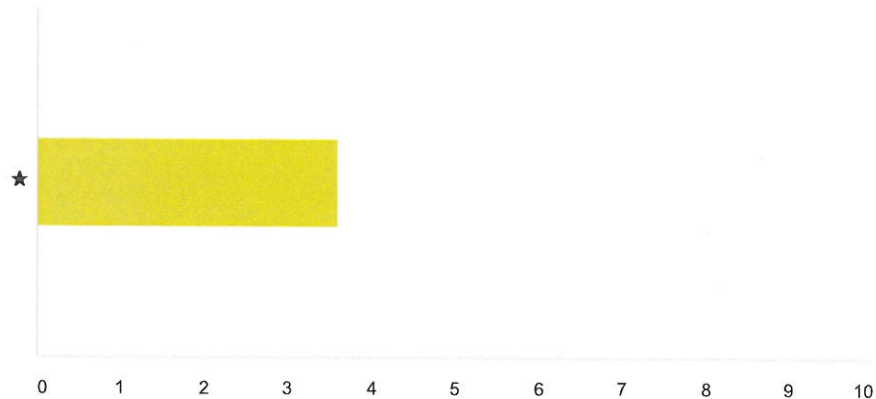
	1	2	3	4	5	Total	Weighted Average
★	2.04% 1	2.04% 1	12.24% 6	48.98% 24	34.69% 17	49	4.12

#	Comments on public works activities:	Date
1	I think our public works activities are each operating at the highest capacity they are able. There is much needed work with most of these areas and the progress is marked but how much we can afford to do. Continued progress is necessary.	11/16/2016 1:16 PM
2	Progress continues to be made on infrastructure but more needs to be and will be done.	11/16/2016 9:06 AM
3	Public Works does a great job under the direction of City Administrator addressing the overall needs of the city. Streets in town will always need maintenance, repair, and replacement, some are quite bad and leave a poor impression to visitors and community. Water & sewer will continue to need improvements.	11/10/2016 3:08 PM
4	Efforts are 5 of 5 to clear the backlog of projects that should have been undertaken years ago, but fear public does not understand we can't accomplish this with low levy and utility rates, and unfortunately no anticipated reduction in foreseeable future. Harder to attract new families. Re concrete, M/C is good at patching so with fewer main breaks than last couple years, maybe we can keep up with our own patching so there won't be a backlog that has to be hired out. Noticed several really bad intersections, presume have to contract out to repour those. Where on priority list do they fall? Snow removal good. Believe public support for airport upgrades is weak comparative to their desire to replace chip and seal with pcc streets. LOTS of trip hazards on sidewalks, commercial and residential districts. Mature trees heaving sidewalks dozens of sites. Continue to ask property owners to address with cost-share. Safe routes to schools lagging behind.	11/10/2016 10:56 AM
5	Glad to see sewer separations, water infrastructure improvements, and better streets (i.e. Sittler, S. Ave. E)	11/9/2016 1:50 PM
6	Good, lots of comments from citizens, neither negative or positive, about wanting aging infrastructure rebuilt instead of building new streets	11/9/2016 12:12 PM
7	I believe the employees do a good job with resources given them however the streets are in extremely poor condition.	11/8/2016 8:35 PM
8	airport great at getting grants city employees work hard to have Wash. look and be its best	11/8/2016 5:23 PM

9	My biggest concerns in regards to street maintenance is when we do a favor for a property owner. It is only a matter of time before we get a disgruntled citizen that we didn't do a favor for. Other than that, JJ is wonderful to work with. As far as the water dept, I would like to see the dead meters continued to be changed out, its the only way we will ever know what water is actually being used at those houses. Estimations can really be bad for us. As far as the airport, I wish they would communicate more with the employees at the city so we are aware of what they are doing. Sometimes it is a mad scramble to figure out what is going on from a bill that comes in, or a question that is asked.	11/8/2016 4:42 PM
10	Long overdue upgrades done - new water tower and ground storage tank, plans for water plant upgrade, new sewer treatment plant, money set aside for street paving each year, an airport continually planning and doing upgrades. We are very fortunate to have monetary planning to keep moving forward with needed upgrades and repairs to street, water lines and sewer lines, etc.	11/8/2016 2:53 PM
11	Has made great strides on improving water and sewer with limited funds.	11/8/2016 2:25 PM
12	It seems the workload has kept routine maintenance behind schedule (concrete patching).	11/8/2016 1:11 PM
13	I believe they are trying to stay ahead of problems, but we have a lot of infrastructure to take care of and it is getting old.	11/7/2016 11:37 AM
14	I think that our Maintenance department does a great job. They are always busy and do a lot for the city of Washington. I know there are projects underway that will improve the infrastructure of Washington	11/7/2016 9:32 AM
15	I appreciate the many services offered. The only concern I have is regarding sewer and water costs. They are quite high, and I encourage care in not adding more. I am very aware that all cities in our region share this, with aging infrastructure requiring expensive upgrades to remain functional and compliant. Storm water entering the sewer system is one that I am aware of your efforts to separate. I fully support those efforts.	11/7/2016 9:10 AM
16	JJ is excellent to deal with. They are never afraid to accept a challenge. Airport seems to think they are a "big airport." We are a small municipal airport, and I think we need to keep that in mind. However, the airport is very well kept & operated well.	11/6/2016 9:48 AM
17	just need more money to fix more streets	11/5/2016 2:20 PM
18	Improvements have been made in these areas, keeping working!	11/4/2016 4:02 PM
19	A stronger commitment to data / field collection is needed	11/4/2016 3:59 PM
20	the city has done a lot of projects in public works	11/4/2016 3:47 PM
21	The public works department has been very busy and has increased the stability of our municipal infrastructure in ways that haven't been done for decades. They should be commended for all their hard work!	11/4/2016 2:35 PM
22	Streets are good, good water quality from my facets and when I flush...it goes away. Excellent airport.	11/4/2016 2:27 PM
23	Projects getting done. Making changes.	11/4/2016 2:10 PM
24	These guys work tirelessly for the city!	11/4/2016 1:50 PM
25	Streets are still not in ideal condition, but great progress has been made.	11/4/2016 1:36 PM
26	Probably the best that can be done with the money available. Good strides with the water tower construction and removing the old ground tank. Need to work on storm water separation.	11/4/2016 1:25 PM
27	I believe that the city is going to have to subsidize housing development by providing some of the infrastructure for new developments to keep lot prices in an affordable range. Housing is badly needed in many price ranges.	11/4/2016 1:02 PM

Q5 How would you rate the City's overall performance in community development activities (i.e., inspections, permits, nuisance enforcement) over the past two years?

Answered: 50 Skipped: 2



	1	2	3	4	5	Total	Weighted Average
★	4.00% 2	6.00% 3	32.00% 16	42.00% 21	16.00% 8	50	3.60

#	Comments on community development activities:	Date
1	Mostly great. I think the City has compromised to balance the needs of tenants, and landlords, as well as the general population. I believe ongoing nuisance enforcement is worth continuing. I do believe there is room for improvement in the most recent ordinance passed in attempt to improve permits that infringe on the public right-of-way. For the last 6 months at least it has been possible to stand on any corner of the square and not just see one but two "piles of crap" stemming from incredibly slow work progress, or from the work being spread to too many locations. There is ALWAYS a valid excuse to fill the air. However, it is an epidemic and a source of numerous numerous numerous complaints and something needs to be done.	11/16/2016 1:16 PM
2	There has been a large improvement in this area. The regular reports to council reflecting the complaints and the progress is good. The new approach to handling these properties has been noticed,	11/16/2016 9:06 AM
3	Some concerns lie in this area. Also, really need some professional leadership in WEDG, it could really change and improve the overall economic impact for Washington.	11/10/2016 3:08 PM
4	4.5 of 5. Good job addressing long-standing dangerous and non-inhabitable residential units, removal and redevelopment needed for years. Rental inspection code should intervene so property maintenance is addressed, preventing further uninhabitable units. WCRF has assisted other cities in redevelopment of abandoned residential, explore competitive grant? Develop incentives for upper story downtown housing, cheaper than new utilities and paving for subdivisions. Looking at nuisance list, is staff time spent appropriately, or are we too focused on the occasional piece of indoor furniture on the porch and long grass vs. property maintenance?	11/10/2016 10:56 AM
5	Glad to see this particular department grow and implement changes throughout the city.	11/9/2016 1:50 PM
6	with the lack of enforcement for several years in the past, I have heard numerous negative comments about now enforcing codes that weren't	11/9/2016 12:12 PM
7	They are trying. It is difficult to start something you haven't enforced in years.	11/8/2016 8:35 PM
8	I encourage the city to be even stricter about enforcing "things" - we want Wash. to look and be its best. All landlords or homeowners need to be held to a high standard!	11/8/2016 5:23 PM

9	I think the part time people should only come in when they have work to do. I have heard many complaints about the trouble rental houses not being inspected.	11/8/2016 4:42 PM
10	Improvements in identifying and abating some serious housing/property issues. The rental inspection process seems to be going a little slowly, we hear every week or so that there are still some really bad properties out there being rented out by landlords who have delayed/put off inspections. This is the third year and all rental properties still have not been inspected yet. Nuisances are sometimes on a fine line between someone's home and property and reasonable use and an outsider's opinion of what is bad or not so bad. It seems nit-picky at times.	11/8/2016 2:53 PM
11	Implemented housing inspections and increased presence on nuisances, but still a lot of work needs to be done.	11/8/2016 2:25 PM
12	Has been a little miscommunication, plus handing out some of the work to other depts. Overall not to bad.	11/8/2016 1:11 PM
13	Greatly improved	11/7/2016 9:32 AM
14	I think you have excellent balance on this. Keep going with the household number requirements, in particular.	11/7/2016 9:10 AM
15	We have made good steps in this department. Nuisance enforcement could "back off" a little bit, sometimes I think we are trying to be "big brother" more than we are helping clean up. Otherwise, we have made great steps!	11/6/2016 9:48 AM
16	Improvements have been made in these areas, keeping working!	11/4/2016 4:02 PM
17	I feel this department is overstaffed for the amount of work load assigned	11/4/2016 3:59 PM
18	they have made improvements in this area but i think the city could do a better job on inspections, permits, and nuisance enforcement	11/4/2016 3:47 PM
19	The rental inspections have been a great addition, as has the transparency and organization of the department. Merle's updates for the city council are very helpful.	11/4/2016 2:35 PM
20	Much better. Seems the departments work well together and know their resources and responsibility. This make the process more efficient.	11/4/2016 2:27 PM
21	I'd like to see, and I think we are already moving in that direction, earlier intervention in potential nuisance properties so it takes less \$\$ to repair the problems. Without city code regarding attached garage size in residential neighborhoods, each nuisance demolition opens another residential lot to a potential steel building under the guise of being an "apartment". I think everyone recognizes that a single habitation unit is a house, not an apartment, and if it looks like a warehouse on the outside, that is its architectural classification regardless of what goes on inside. If warehouse / garage businesses aren't appropriate for a residential neighborhood, then why would that type of architecture be? (Yes, it's me ~ M.P.)	11/4/2016 1:45 PM
22	Good implementation of rental inspections.	11/4/2016 1:36 PM
23	So happy to see this being a focus of the City's agenda. Aids me in my everyday because people are taking more and more care of their properties.	11/4/2016 1:27 PM
24	Finally getting started on removing nuisance locations.	11/4/2016 1:25 PM
25	I see numerous yards in the summer with their grass that appears to be longer than specified in code. In addition, there are numerous cars that are parked on the streets in the same spot for a week plus.	11/4/2016 1:04 PM
26	Not sure	11/4/2016 1:02 PM

Q6 How would you rate the City's overall effectiveness in working with other governmental entities and outside groups?

Answered: 48 Skipped: 4



	1	2	3	4	5	Total	Weighted Average
★	2.08% 1	4.17% 2	12.50% 6	54.17% 26	27.08% 13	48	4.00

#	Comments on organizational effectiveness:	Date
1	I think the City is a great team to be on and we work well with other municipalities, townships, and organizations. Most recently we worked with townships to share the cost of fire department equipment. Generally speaking we participate in the league of cities and attend conferences where we can share ideas and learn effective ways of doing things. I believe the work with the Riverboat foundation as well as the varied other grants we have pursued demonstrate excellent work with other entities.	11/16/2016 1:16 PM
2	The city needs to continue to partner with other community partners. The city was sent a strong message on the referendum vote for the Y, but I think we need to continue work with other partners. I think the city's coordination with the County on the 28E agreement and the Kewash grant was essential to those projects.	11/16/2016 9:06 AM
3	The City Staff make efforts to work cooperatively with other groups and seek input.	11/10/2016 3:08 PM
4	4 of 5. Residents have no idea how many 28Es we have, nor other partnerships that are contract or use agreement. Only way to educate is show how it leverages ability to provide broader services. (see recreation notes). Working through issues with county on recycling has been very tedious, hope for a better model that can save both money in future. Reengage with Habitat.	11/10/2016 10:56 AM
5	I like that Washington partners with the Y, WEDG, and Main Street.	11/9/2016 1:50 PM
6	work well with county and dot	11/9/2016 12:12 PM
7	City Administrator is always looking for grants and ways to stretch our dollars - lots of good collaboration to get the most for our money.	11/8/2016 5:23 PM
8	City seems to work very well with the county government offices and supervisors. The relationship with the school system has worked well. The relationship with the YMCA has been good. Working with the Supervisors to improve city recycling and perhaps solid waste in conjunction with the recycling center. Modernize the system.	11/8/2016 2:53 PM
9	Work very well with county on parks and joint programs.	11/8/2016 2:25 PM
10	I think all the above have a great working relationship and work together. When called upon the City responds very effectively and that is great PR.	11/8/2016 1:11 PM
11	I think the city works very well with outside entities. Many are more then willing to work with the city. They see the mutual benefit.	11/7/2016 9:32 AM

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12	You do this in awesome fashion. Truly a great job.	11/7/2016 9:10 AM
13	I think we bend over backwards to help out our outside entities. These are great partnerships to have.	11/6/2016 9:48 AM
14	Our city has done an excellent job partnering with the county as well as other organizations! Keep looking for new opportunities!	11/4/2016 4:02 PM
15	Very effective	11/4/2016 3:59 PM
16	the city seems to work well with the YMCA and County government officials.	11/4/2016 3:47 PM
17	The city has done a great job of reaching out to work with other governmental entities and outside groups. Again, it would be nice to be given credit when hard work is done.	11/4/2016 2:35 PM
18	Current staff and council seem to be willing to work with other groups and this hopefully delivers a better product for the community. with small town government it is important to pool our resources so projects can be done and at a higher quality.	11/4/2016 2:27 PM
19	I would like to see the city go to other companies and try to bring them here. Be more aggressive.	11/4/2016 2:20 PM
20	The relationship with the YMCA seems to be challenging. Perhaps an analysis of the value of their services versus the city having to provide the services without assistance would be helpful.	11/4/2016 1:45 PM
21	I don't feel I know enough to comment.	11/4/2016 1:45 PM
22	City is an active partner in the community, as it should be.	11/4/2016 1:36 PM
23	Probably over zealous in some factors. It appears that 6% to WEDGE for marking the library and 6% to the realtor is a duplication.	11/4/2016 1:25 PM

Q7 What do you feel have been the biggest accomplishments by the City in the past few years?

Answered: 44 Skipped: 8

#	Responses	Date
1	INFRASTRUCTURE.	11/16/2016 1:16 PM
2	The progress that has been made on streets and storm and waste water infrastructure. We have a lot more work to do but progress is being made.	11/16/2016 9:06 AM
3	getting projects done to improve the city	11/14/2016 3:44 PM
4	Hiring an excellent city administrator; managing the cities budgets; downtown streetscape projects; sewer separation projects; waste water treatment infrastructure; water system improvements; high school area street improvements; new industrial park	11/10/2016 8:25 PM
5	The new Library is excellent and a real asset. Working on sewer separation is important and is being addressed as funds allow. Grants have been very helpful in funding projects. Good leadership by the City Administrator.	11/10/2016 3:08 PM
6	Purchasing the run down residences and demolishing them.	11/10/2016 1:35 PM
7	Financial stability, building of reserves, especially general fund. Capital projects, \$34M includes sewer and water infrastructure, and beginning of I/I solutions.	11/10/2016 10:56 AM
8	Investments in infrastructure	11/9/2016 1:50 PM
9	new infrastructure upgrades around high school, getting new areas of town developed to broaden tax base	11/9/2016 12:12 PM
10	Updating our water facilities, more paved streets AND THE REQUIREMENTS FOR LANDLORDS TO HAVE APPROPRIATE HOUSING FOR PEOPLE - HOUSING THAT IS CLEAN AND SAFE, ETC. - AND BEING GREAT GUESTS FOR RAGBRA!!	11/8/2016 5:23 PM
11	Street improvements, online payments, working towards updating water plant and maintaining our nice waste water treatment plant	11/8/2016 4:42 PM
12	The long term plan for street paving each year. The industrial park. The wastewater plant, new water tower and ground storage, work on I & I and subsequent repairs and changes as they are identified. Long term planning. Retention of good city staff. A good city council right now that supports the move forward with projects. Good public support (mostly) from transparency and the city newsletter and working with the media. Encourage new home building like Oakwood and the new Nacos' land project. Remove some really bad housing and sell lots for infill.	11/8/2016 2:53 PM
13	The addition of a Business park will only enhance opportunity's for our city.	11/8/2016 2:25 PM
14	Hiring Brent Hinson	11/8/2016 2:03 PM
15	Paving of streets, getting the budget back into the black and getting other CIP improvements accomplished.	11/8/2016 1:11 PM
16	The progress on road projects and also the discussions on housing.	11/8/2016 12:29 PM
17	the downtown streetscape and new Library and sewage treatment plant.	11/7/2016 8:32 PM
18	Having a capital improvement plan and trying to stay with it to get things accomplished. The WWTP.	11/7/2016 11:37 AM
19	Waste water treatment plant, planning for new water plant, new industrial park	11/7/2016 10:11 AM
20	Infrastructure such and sewer and water.	11/7/2016 9:32 AM
21	There are many, many. Well done.	11/7/2016 9:10 AM
22	Improvements to the City's infrastructure, water and sewer facilities	11/7/2016 9:04 AM
23	Even during a small economic down turn, our city seemed to grow with additions to the elementary and high school.	11/7/2016 8:04 AM
24	Capital improvements such as infrastructure. Our streets/ I & I are in dire need of help. We have made great steps toward this. Our financial situation is also tremendously better now than it was 3 years ago!	11/6/2016 9:48 AM
25	streetscape	11/6/2016 8:42 AM

26	sewer plant and new water tower keep updating infrastructure	11/5/2016 2:20 PM
27	Street and infrastructure improvements.	11/4/2016 4:24 PM
28	Completion of the SW Business Park, New Watertower, New water treatment plant in the works, progress on street pavement and development of new housing.	11/4/2016 4:02 PM
29	Getting the CIP back on track	11/4/2016 3:59 PM
30	New water tower, business park lots available for purchase. water storage tank.	11/4/2016 3:47 PM
31	new water tower, new ground water storage tank, I/I work, new business park, airport runway work, hosting an overnight stay for RAGBRAI, Sittler Drive improvements for the high school, I/I work, Lexington lift station upgrade	11/4/2016 3:47 PM
32	Waste water plant & working on our inter structure	11/4/2016 2:57 PM
33	Hosting RAGBRAI successfully, Industrial Park & access from Hwy 1 to WWTF, major I&I projects, public mural behind the library	11/4/2016 2:35 PM
34	Industrial development, water quality and water tower, waste water treatment plan. Collaboration with other groups.	11/4/2016 2:27 PM
35	I'm hopeful the new industrial park on the southwest side of town generates new business and further growth of the city.	11/4/2016 2:21 PM
36	Trying to work with organizations to accomplish goals.	11/4/2016 2:20 PM
37	Public housing, water plant improvements, and street projects	11/4/2016 2:18 PM
38	WWTP and business park	11/4/2016 2:10 PM
39	Water treatment plant, new water tower.	11/4/2016 1:50 PM
40	Reversing the budget from red to green ink; long range planning that works (for the most part); I'm glad to see a regular newsletter.	11/4/2016 1:45 PM
41	Financial stability, increased capital investment.	11/4/2016 1:36 PM
42	I think that the addition of the rental inspections was a huge accomplishment. The development of the water tower and the strategic development of the streets program is another huge win.	11/4/2016 1:27 PM
43	Water supply. Focus on the well repair. And soon the water filter/purification effort.	11/4/2016 1:25 PM
44	The sewer system and street improvements. Balancing the budget.	11/4/2016 1:02 PM

Q8 What do you feel are the biggest challenges facing the City?

Answered: 48 Skipped: 4

#	Responses	Date
1	INFRASTRUCTURE.	11/16/2016 1:16 PM
2	Selling the first phase lots at the industrial park and attracting new business to build a stronger tax base. Another large issue is new residential housing in the city limits.	11/16/2016 9:06 AM
3	keeping the taxes low and improving the city	11/14/2016 3:44 PM
4	Budgets; street improvements; improving city office facilities; renovation of substandard private residences/properties; promoting additional affordable rental/housing options; retaining & procuring new businesses/industries; bringing wellness park goals to fruition.	11/10/2016 8:25 PM
5	Sewer, water, streets. Need to outlaw dogs in Central Park. Need to ban all burning within City Limits.	11/10/2016 3:08 PM
6	Keeping up with the run down residences and nuisances. Not raising the water bills .	11/10/2016 1:35 PM
7	Funding I/I, replacement of aged infrastructure keeping debt service and utility fees manageable. Public safety budget. Restarting housing initiatives. Stakeholder funding of MainStreet (additional share of their budget??).	11/10/2016 10:56 AM
8	Paying for the investments in infrastructure	11/9/2016 1:50 PM
9	not enough cash flow to attack rehabilitation of water and sewer mains, along with repaving or upgrading streets for current residents. Some water and sewer mains are upwards of 100 years old and will need to be replaced soon. Temporary fixes may not last long enough	11/9/2016 12:12 PM
10	Roads and fighting drugs and drug addiction and mental health	11/8/2016 8:35 PM
11	Improving our downtown (selling the "old" library, selling the vacant lot on S. Marion, working on the Goncho apts. and vacant lot to the east, stretching our dollars!! getting businesses in our new industrial park, preventing the decay or buildings like the former Capt.'s Table	11/8/2016 5:23 PM
12	I am concerned about the water/sewer bill rates. I fear if we continue to raise every year, soon a minimum bill will be \$100, which is not affordable.	11/8/2016 4:42 PM
13	Getting needed repairs and replacements done eg. water treatment plant without having to raise fees and taxes to overly stress citizens' resources. Encouraging housing to fill an identified need. Providing for expansion of housing opportunities when the industrial park takes off and other businesses that may be expanding and bringing in more people. Making smaller steady upgrades on a longer time frame so it is not so expensive to do them when there is no choice left.	11/8/2016 2:53 PM
14	Keeping city tax base growing	11/8/2016 2:25 PM
15	Infrastructure, getting the appropriate goals set to prioritize the challenges that have become inevitable.	11/8/2016 1:11 PM
16	If the YMCA would ever give up the youth programs, is the City in a position to support those. Supporting the housing push is also a concern.	11/8/2016 12:29 PM
17	Infrastructure replacement and repair	11/7/2016 8:32 PM
18	Aging infrastructure	11/7/2016 2:11 PM
19	More space for City Hall (police, fire, offices) and taking care of our streets.	11/7/2016 11:37 AM
20	need for new housing, rising water and sewer rates,	11/7/2016 10:11 AM
21	I think it is still going to be a challenge getting the new city hall, police, and fire department build but it must be done.	11/7/2016 9:32 AM
22	You need to keep moving to attract industry. Losing the Calendar Factor and Modine were especially troubling. The new ones now locating here need to be hugely promoted and the whole town made aware and celebrating. Without these, Washington's economy is not going to prosper long term.	11/7/2016 9:10 AM
23	Affordable priced housing, sewer replacement, street resurfacing, improved relationships with local businesses (especially those located in the downtown community), renovation of residential neighborhoods, aging community, overall community perception.	11/7/2016 9:04 AM

24	taxes	11/7/2016 8:39 AM
25	New large businesses are needed to bring families to Washington. How do we keep the youth here in Washington?	11/7/2016 8:04 AM
26	City hall improvements. We are in desperate need of more space.	11/6/2016 9:48 AM
27	juvenile delinquents - attracting new and keeping existing businesses	11/6/2016 8:42 AM
28	keeping manufacturing jobs and updating sewer lines	11/5/2016 2:20 PM
29	Budgeting and expanding recreational choices	11/4/2016 4:24 PM
30	Communication - this is an ongoing issue with our citizens. Uses for our older buildings - Old Library, YMCA, Captain's Table.	11/4/2016 4:02 PM
31	Municipal building improvements Safety policy implementation	11/4/2016 3:59 PM
32	Infrastructure, high utility rates and property taxes.	11/4/2016 3:47 PM
33	since most of the bigger factories have left town, attracting new businesses, getting rid of the old library. constructing a new city hall, police and fire buildings, infrastructure work, I/I work	11/4/2016 3:47 PM
34	Finishing up what has been started and getting more people to move to Washington	11/4/2016 2:57 PM
35	Citizens' aversion to tax increases, citizens' distrust of the government (even at this level), job losses, aging housing stock	11/4/2016 2:35 PM
36	Funding better facilities for recreation and funding City Hall/Fire Department/Police Department building.	11/4/2016 2:27 PM
37	Allocating limited financial funds to improve and maintain infrastructure while also developing new city features such as a wellness park.	11/4/2016 2:21 PM
38	Cost of water and taxes are too high. City should run the aquatic center. The YMCA does a bad job of maintaining hours. Therefore, losing business and money.	11/4/2016 2:20 PM
39	Office space at City Hall and the project cost to improve this situation.	11/4/2016 2:18 PM
40	residential growth storm water management sewer backup	11/4/2016 2:10 PM
41	We need sidewalks and curb/gutters on all areas in town. Sidewalks would improve the walkability of town, the safety of all walkers and the curbs and gutters make an enormous difference in the appearance of a street and I imagine help with watershed management.	11/4/2016 1:50 PM
42	Improve the relationship with the YMCA or develop your own recreation department to handle community needs.	11/4/2016 1:45 PM
43	Communication with citizens; maybe consider a Q&A forum to focus on some aspect that seems to draw a lot of questions / comments / phone calls, and do it outside of the regular council meeting, like a Main Street community meeting.	11/4/2016 1:45 PM
44	Aging infrastructure, lots of catch-up to do.	11/4/2016 1:36 PM
45	I think addressing the housing need is going to be a big challenge. I believe that the City and Council should be at the forefront helping to dictate where that housing goes so as not to create the sprawl and scattered development we've seen in the past. I think the Old Library/City Hall project is going to be a major challenge. Unfortunately I fear that our tax base isn't going to approve of a City Hall only. I think something along the lines of City Hall/Community Facility/Rec Center is more realistic.	11/4/2016 1:27 PM
46	Separation of the storm sewer from the sanitary sewer. Street repair and construction. Completion of recreational facilities at the Wellness park - get infrastructure developed and let sport booster seek funding for baseball, and other fields. Neighborhood parks in urban areas.	11/4/2016 1:25 PM
47	Continual upgrade of the city's infrastructure and attracting new business.	11/4/2016 1:04 PM
48	Improving housing, parks, and streets (both new and repair) while keeping tax rates fair.	11/4/2016 1:02 PM

Q9 What new major initiatives or programs would you like to see the City undertake?

Answered: 39 Skipped: 13

#	Responses	Date
1	I appreciate the need to prioritize certain projects above others that are not crucial, however I truly appreciate the aesthetic elements of a nice community that is well put together. I believe that signage on the east side of town would be great to accomplish. I believe that continued effort to pave sidewalks and provide curb and gutter where it is missing is also worthy. It is a ways off, but finishing our streetscape (or working with any business that on the square that planned for 4.5 years according to a schedule the city then changed to provide a concrete bump-out) would be excellent. I think that it is time to combine funding to update the holiday lights around the square to energy efficient and long-lasting LED bulbs. The electricity savings alone will significantly offset this expense over the next 5-10 years.	11/16/2016 1:16 PM
2	buying lands within or on the boundaries of the city in order the develop residential lots for sale within city limits.	11/16/2016 9:06 AM
3	Wellness park; street upgrades; assisting the Y in providing adequate facilities;	11/10/2016 8:25 PM
4	See above	11/10/2016 3:08 PM
5	Working and pulling in new businesses to Washington, We need more jobs here.	11/10/2016 1:35 PM
6	Better recreation opportunities. Incentives for downtown upperstory residential units where city infrastructure already exists. Continue to improve communication to internal and external customers.	11/10/2016 10:56 AM
7	nothing new, just prioritize and concentrate on Capital Improvement Projects list, and give infrastructure a boost, with the hopes of being able to decline or hold utility rates steady sometime in the next 5-7 years	11/9/2016 12:12 PM
8	designated drug officers	11/8/2016 8:35 PM
9	Ways to encourage young people to come to town or to stay here, More things to do for young people, ways to help people improve their properties or more regulations or something - build on things here, downtown sidewalk improvements on side streets	11/8/2016 5:23 PM
10	Making a plan for the City Hall/Police/Fire facility. Everyone is running out of space.	11/8/2016 4:42 PM
11	Work with WEDG to create a fund/foundation with enough money in it so that WEDG could buy a property like the Potratz property that burned and make sure the land went for housing instead of a shed. If not WEDG then the City could partner with WEDG and/or banks to create a fund to buy property (in special circumstances) for use when an opportunity arose and not let a good opportunity slip away.	11/8/2016 2:53 PM
12	Some type of incentive for property owners, mainly residential to keep from becoming dilapidated and eye sore.	11/8/2016 2:25 PM
13	N/A	11/8/2016 1:11 PM
14	Housing, complex for baseball/softball, and continue toad renovations/improvements.	11/8/2016 12:29 PM
15	New water plant new wells, street repairs, new city hall	11/7/2016 8:32 PM
16	Along with the building that I discussed a continuation of the projects that the city has identified as being important to complete. Recreational facilities are important as well as schools so that we have people that want to move here even if they work in a different town.	11/7/2016 9:32 AM
17	I like the trail loops being informally discussed. I feel we need to take bigger steps towards first planning these and then pursuing. These rival the parks in popularity.	11/7/2016 9:10 AM
18	East side traffic improvements - intersection of 12th Ave and Hwy 92; Walmart, ability to make a westbound left turn on green versus having to wait for an arrow. Cleanup and improvement to the vacant structures along 3rd street.	11/7/2016 9:04 AM
19	Bike and walking paths	11/7/2016 8:39 AM
20	More middle income housing. \$150,000-\$200,000 homes.	11/7/2016 8:04 AM
21	More housing development. We need to work with our developers to develop more residential housing, which will in turn create more tax base.	11/6/2016 9:48 AM
22	continue streetscape off the square	11/6/2016 8:42 AM
23	just keep updating things	11/5/2016 2:20 PM

24	?	11/4/2016 4:24 PM
25	I think the city has taken some major initiatives in the past few years. Rather than take on new ones, I think we need to revisit to our Comprehensive Plan and see if we are on track.	11/4/2016 4:02 PM
26	Annual leak detection program on all utilities, Road and sidewalk replacement program,	11/4/2016 3:47 PM
27	can't think of any at this time.	11/4/2016 3:47 PM
28	Adding youth representative to municipal boards & committees (including city council), website overhaul, solar projects on municipal land/buildings	11/4/2016 2:35 PM
29	Continue to try and develop programs that help the areas around the downtown.	11/4/2016 2:27 PM
30	Wellness Park	11/4/2016 2:21 PM
31	Build a sports complex like Burlington and run the aquatic center correctly.	11/4/2016 2:20 PM
32	Work space for Police, Fire, City Hall Staff	11/4/2016 2:18 PM
33	residential development focus completing W Buchanan completing connection through Adam to Airport Rd.	11/4/2016 2:10 PM
34	Sidewalks are needed on all in town streets.	11/4/2016 1:50 PM
35	Indoor public pool; perhaps in conjunction with YMCA.	11/4/2016 1:45 PM
36	New police, fire and city office facilities.	11/4/2016 1:36 PM
37	Wellness park should be a higher priority than it is now.	11/4/2016 1:25 PM
38	Tax abatement for new home construction, forgive/prorate taxes on new homes over a period of five years to entice more building, especially of homes in the \$150,000 to \$225,000 price range.	11/4/2016 1:04 PM
39	Subdivision infrastructure and parks. We need more families in the community to keep it thriving.	11/4/2016 1:02 PM

Q10 Please provide any additional input you feel would be helpful to the City Council in identifying future goals:

Answered: 22 Skipped: 30

#	Responses	Date
1	I think it is extremely important that we continue to listen to public opinion and input to guide this city not only in the way that we know is necessary to move, but according to the wishes of the community. In the event that these things are at odds I believe it is important to keep the lines of communication open so all persons can arrive at the best solution(s) for the City of Washington.	11/16/2016 1:16 PM
2	City Council needs to lay the foundation for and promote passage of a hotel/motel tax.	11/10/2016 8:25 PM
3	Spend the money wisely. A very good example of not doing that is the City Streetscape project. It already looks crappy, is rough at cross walks, and could have been really attractive with the expenditure of a little more money and concrete paving for the streets instead of asphalt.	11/10/2016 3:08 PM
4	Possibly a Council committee on creating new jobs here.	11/10/2016 1:35 PM
5	How broad is public survey (outside stakeholder)?	11/10/2016 10:56 AM
6	Keep working hard to control expenses, and work towards saving more money for projects up front and not using bonds and financing as much	11/9/2016 12:12 PM
7	Thanks for giving me the opportunity to respond. Thanks for your commitment to our town and for being open to suggestions!	11/8/2016 5:23 PM
8	What ever future goals are identified, the great financial planning in place now is huge for the City's future and the key to successes.	11/8/2016 2:53 PM
9	Do what is needed to move city forwards, don't get hung up on what the citizens might say if it's in the best interest of all citizens.	11/8/2016 2:25 PM
10	I want to stress the importance of a new city hall / police department / fire department. A new facility will not only increase efficiency and create a more professional environment, but it will also improve morale and provide a more secure and safe place for us to serve the residents of the City.	11/8/2016 2:03 PM
11	To have them visit some of the departments that have the biggest challenges for improvements. Which may be all depending on priority. They could get a better feel from the feedback first hand.	11/8/2016 1:11 PM
12	more public forums for input	11/7/2016 8:32 PM
13	I know there are a lot of things in the works and it is very important to continue to complete these projects.	11/7/2016 9:32 AM
14	Building community pride back into Washington. Make Washington a residential attraction for younger residents to remain in or come back to Washington.	11/7/2016 9:04 AM
15	None	11/4/2016 4:24 PM
16	Projection sheet to set dollar amount goals on monthly utility rates for future costs.	11/4/2016 3:47 PM
17	talk to city employees for ideas and input	11/4/2016 3:47 PM
18	I believe the council needs to continue to put forth effort to attract families. Provide people with a fun, safe place to live that offers recreation, good schools and entertainment. This is a beautiful town that offers a lot. We are a couple projects away from being the total package. I think a updated recreational area with ball fields, courts, trails would be very attractive to people. A City Hall/FD/PPD that is professional with area that can be used by citizens (meeting rooms) would be beneficial to the community. Two other ideas: 1) Research developing a campground near Hayes Timber. Maybe in the grassy area east of Hayes Timber. With Sunset Park, Hayes Timber, the pool and the KeyWash trail it could be an simple place for families to camp. If the Wellness Park was completed, several families and teams would camp here while playing in Baseball/Softball/Soccer tournaments...and spend money. 2) Do what you can to purchase the trailer park near Autozone and develop into Sunset Lake, this would be for canoeing, kayaking and fishing. This small lake would be nice to see when driving into town on Hwy 1 and it would attract people to Sunset park and the "future" Hayes Timber campground.	11/4/2016 2:27 PM
19	Employ a full time aquatic center manager, maintain hours, and market the pool correctly so it doesn't lose money.	11/4/2016 2:20 PM

20	Monitoring Budget closely.	11/4/2016 2:18 PM
21	Thank you for giving us a chance to contribute in this way.	11/4/2016 1:45 PM
22	Speak with the working 30-40 age groups	11/4/2016 1:25 PM