



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD IN THE
COUNCIL CHAMBERS
215 E. WASHINGTON STREET
AT 6:00 P.M., WEDNESDAY, July 5, 2023

To attend the meeting via Zoom go to:

<https://us02web.zoom.us/j/83446160915?pwd=cy9HWFhvYnl0QmthL2RUyXI0cHR2QT09>

Meeting ID: 834 4616 0915

Passcode: 6536584

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Wednesday, July 5th, 2023 to be approved as proposed or amended.

Consent:

1. Council Minutes June 20, 2023
2. Ahlers & Cooney, P.C., Washington East Commercial URP, \$319.50
3. Ahlers & Cooney, P.C., Washington Hotel Group, LLC, \$345.00
4. Iowa Municipal Workers' Compensation Association, Work Comp. Premium 23-24, \$19,586.00
5. LL Pelling Co., Sealcoat, \$93,726.02
6. Schneider Geospatial, Professional Services and Hosting, \$11,160.00
7. Veenstra & Kimm Inc., Murphy Boundary Retracement, \$4,458.09
8. Veenstra & Kimm Inc., Miller Storage Site Plan Review, \$179.00
9. Veenstra & Kimm Inc., 12th Avenue and Washington Street Intersection Improvements, \$910.00
10. Veenstra & Kimm Inc., Dog Park Storm Sewer, \$843.79
11. Veenstra & Kimm Inc., Lead Service Line Assistance, \$777.00
12. Veenstra & Kimm Inc., TSIP Grant Application, \$358.00
13. Department Reports

SPECIAL PRESENTATION

- **Mayoral Appointments:**
 - **Great Places Committee** – Jon Rees

SPECIAL EVENT REQUESTS

- DAR Junk in the Trunk – September 23, 2023
- Lincoln Elementary Bike-a-Thon – September 8, 2023 (rain date September 15, 2023)

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

CLAIMS

- Claims for July 5, 2023

NEW BUSINESS

1. Discussion and Consideration of a Resolution Authorizing Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa (120 E. Main Street)
2. Discussion and Consideration of a Resolution Authorizing Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa (512 S. 15th Avenue)
3. Discussion and Consideration of the Second Reading of an Ordinance Providing that General Property Taxes Levied and Collected Each Year on All Property Located Within the Washington East Commercial Urban Renewal Area, in City of Washington, County of Washington State of Iowa, City of Washington, County of Washington, Washington Community School District, and Other Taxing Districts, Be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issues or to Be Issued, Incurred By the City in Connection with the Washington East Commercial Urban Renewal Area (The Washington East Commercial Urban Renewal Plan)
4. Discussion and Consideration of the Second Reading (and Possible Third and Final Reading) of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, By Amending Chapter 65.02 "Stop Required"
5. Discussion and Consideration of the Second Reading (and Possible Third and Final Reading) of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, By Amending Chapter 69 Parking Regulations

OLD BUSINESS

1. Discussion and Consideration of a Resolution Amending the Employee Handbook for the City of Washington, Iowa (*tabled*)
2. Discussion and Consideration and Possible First Reading of Ordinance No 2023- Vacant Building Code (*tabled*)

WORKSHOP

1. Discussion and Consideration of Possible First Reading of an Ordinance Amending Chapter 130 of the Code of Ordinances Regarding Public Sale of Food and Beverages from Mobile Food Vendors in City Limits

DEPARTMENTAL REPORTS

Police Department
City Attorney
City Administrator

MAYOR & COUNCILPERSONS

Millie Youngquist, Mayor Pro Tem

Illa Earnest

Bethany Glinsmann

Elaine Moore

Ivan Rangel

Fran Stigers

ADJOURNMENT

CITY OF WASHINGTON
Council Minutes 6-20-2023

The Council of the City of Washington, Iowa, met Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, June 20, 2023, at 4:05 p.m. Mayor Pro Tem Youngquist called the meeting to order.

On roll call present: Earnest, Glinsmann, Moore, Rangel, and Youngquist. Absent: Stigers. Also present, Parks Superintendent Nick Pacha, City Administrator Deanna McCusker, Finance Director Kelsey Brown, and City Clerk Sally Hart.

Motion by Earnest, seconded by Glinsmann, to approve the agenda including the City Parks tour. The tour included the parks shop in Sunset Park, the mechanical room of the pool, the pickleball courts, Green Field, and the Wellness Park. The tour concluded at 5:35 p.m.

At 6:00 p.m. the Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street with Mayor Pro Tem Youngquist in the chair.

On roll call present: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Absent: none.

Motion by Moore, seconded by Glinsmann, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, June 20, 2023, be approved. Motion carried.

Consent:

1. Council Minutes June 6, 2023
2. Bolton & Menk, Airport Fuel System Repair, \$727.50
3. Bolton & Menk, Runway 18/36 Lighting, \$790.00
4. Bolton & Menk, Runway 18/36 PAPI and REILs, \$508.00
5. FOX Strand, Bazooka Farmstar Consultation, \$841.23
6. FOX Strand, 2021 Water Main Improvements – Final Design, \$7,183.20
7. FOX Strand, East Interceptor and IRE Consultation, \$2,101.75
8. Kevin Olson, City Attorney, April and May 2023 Legal Services, \$2,209.80
9. Kimrey Electric, Airport Runway 18/36 Lighting, PAPIs, and REILs, \$45,267.26
10. RACOM Corporation, Fire Department Radios, \$8,349.85 (50% DNR grant reimbursed)
11. SRF Consulting Group, Inc., Quiet Zone Study, Final Invoice, \$1,697.13
12. TAC10, Annual Maintenance Renewal, \$8,643.00
13. UMB Bank, General Obligation, Series 2016B, Fees, \$250.00
14. UMB Bank, General Obligation, Series 2018B, Fees, \$300.00
15. UMB Bank, General Obligation, Series 2016A, Fees, \$250.00
16. UMB Bank, General Obligation, Series 2015, Fees, \$250.00
17. UMB Bank, General Obligation, Series 2018A, Fees, \$300.00
18. Urban Chicken Permit, 609 E. Main St., Mark and Stacy Chenoweth (**renewal**)
19. The Tippy Travelers LLC, 107 West 2nd Street, Special Class C Retail Alcohol License Five-Day (July 11-15)
20. Comes Investments, Inc. – Pizza Hut, 1018 West Madison St., Class C Retail Alcohol License (**renewal**)
21. Corner Stop, DNP LLC, 100 E. Madison St., Over-the-Counter, Cigarettes/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)
22. Department Reports

Motion by Moore, seconded by Rangel, to approve consent items 1-22. Motion carried.

Motion by Moore, seconded by Rangel, to affirm mayoral appointments of Isabella Santoro, Diane Gallagher, and Millie Youngquist to the Hotel Motel Tax Fund Administration Committee with terms ending June 30, 2026; Deran DeLong to the Planning and Zoning Commission with term ending June 30, 2028; Bethany Glinsmann to the Historic Preservation Commission with term ending June 30, 2026; Charla Howard to the Board of Adjustment with term ending June 30, 2028; Kevin Erpelding to the Airport Commission with term ending June 30, 2029; and Don Pfeiffer and Andy Dahl to the Forestry Commission with terms ending June 30, 2026. Motion carried.

Presentation from the public: none.

Finance Director Kelsey Brown presented the June 20, 2023 claims. Motion by Moore, seconded by Glinsmann, to approve claims for June 20, 2023. Motion carried.

Brown presented the May 2023 Financial Report. Motion by Moore, seconded by Rangel, to approve the May 2023 Financial Report. Motion carried.

Motion by Moore, seconded by Glinsmann, to approve a Resolution Setting the Salaries for the Appointed Officers and Employees of the City of Washington for Fiscal Year 2023-2024. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried. **(Resolution 2023-050)**

Fire Chief Brendan DeLong presented a vehicle purchase request for the fire department. Motion by Earnest, seconded by Moore, to approve the purchase of a 2023 Ram 2500 Tradesman pickup from Capper Auto for \$60,000 with up to \$16,475 to come from railroad funds. Motion carried.

John Murphy, son of Keith and Sara Murphy, presented a request for voluntary severance of certain property. Motion by Earnest, seconded by Moore, to approve a Resolution Setting a Public Hearing for the Voluntary Severance of Certain Properties with Public Hearing to be July 18, 2023 at 6 p.m. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried. **(Resolution 2023-051)**

Mayor Pro Tem Youngquist opened the Public Hearing on the Proposed Washington East Commercial Urban Renewal Plan. No written or oral comments from the public were received.

Motion by Moore, seconded by Rangel, to close the public hearing. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried.

Motion by Moore, seconded by Rangel, to approve a Resolution Determining an Area of the City to be an Economic Development Area, and that the Rehabilitation, Conservation, Redevelopment, Development, or a Combination Thereof, of Such Area is Necessary in the Interest of the Public Health, Safety or Welfare of the Residents of the City; Designating Such Area as Appropriate for Urban Renewal Projects; and Adopting the Washington East Commercial Urban Renewal Plan. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore,

Rangel, Stigers and Youngquist. Nays: none. Motion carried. **(Resolution 2023-052)**

Motion by Glinsmann, seconded by Moore, to approve the First Reading of an Ordinance Providing that General Property Taxes Levied and Collected Each Year on All Property Located Within the Washington East Commercial Urban Renewal Area, in City of Washington, County of Washington State of Iowa, City of Washington, County of Washington, Washington Community School District, and Other Taxing Districts, Be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issues or to Be Issued, Incurred By the City in Connection with the Washington East Commercial Urban Renewal Area (The Washington East Commercial Urban Renewal Plan). Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried.

Library Director Cary Ann Siegfried shared information on the Makerspace Project. Motion by Moore, seconded by Earnest, to approve a Resolution to Provide for a Notice of Hearing and Letting on Proposed Plans, Specifications, Form of Contract and Estimate of Cost for the Library Makerspace Project and Taking of Bids Therefore. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried. **(Resolution 2023-053)**

Motion by Moore, seconded by Rangel, to approve a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer (final water utility bill). Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried. **(Resolution 2023-054)**

Motion by Moore, seconded by Glinsmann, to approve a Resolution Authorizing Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa for 4 Circle Drive. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried. **(Resolution 2023-055)**

No action was taken on the Resolution Authorizing Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa for 120 E. Main Street.

Kewash Trail Crack Filling and Sealing Project Bids Received:

- Asphalt Repair Services \$11,810
- Black and Yellow Sealing and Striping \$14,887

Motion by Glinsmann, seconded by Moore, to Award Bid for Kewash Trail Crack Filling and Sealing Project to Asphalt Repair Service for \$11,810. Motion carried.

Motion by Rangel, seconded by Moore, to approve Pay Application Number 6 for Country Club View Subdivision to DeLong Construction, Inc. for \$258,939.80. Motion carried.

Motion by Glinsmann, seconded by Moore, to approve the Third and Final Reading of an Ordinance Amending Utility Rates. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers, and Youngquist. Nays: none. Motion carried. **(Ordinance 1152)**

Motion by Moore, seconded by Rangel, to approve the First Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 65.02 "Stop Required." Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers,

and Youngquist. Nays: none. Motion carried.

Motion by Rangel, seconded by Glinsmann, to approve the First Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 69 Parking Regulations. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers, and Youngquist. Nays: none. Motion carried.

No action was taken on the Resolution Amending the Employee Handbook for the City of Washington, Iowa, and it remains tabled.

Motion by Glinsmann, seconded by Moore, to untable a Resolution Approving the Quote for the Alley Project (200 Block of Marion Avenue to South Avenue B). Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers, and Youngquist. Nays: none. Motion carried.

Maintenance and Construction Superintendent JJ Bell answered questions about the alley project. Associate Pastor Abe Koehn of Marion Avenue Baptist Church presented information and a request for alley repairs.

Alley Project Bids Received:

- Coleman Construction Inc. \$24,272.50
- Greg Bruty Construction, LLC \$24,911.00

Motion by Moore, seconded by Rangel, to approve a Resolution Approving the Quote for the Alley Project (200 Block of Marion Avenue to South Avenue B – west 200 feet) to Coleman Construction for \$24,272.50 with notice to Windstream to fix the hole in the alley and with Marion Avenue Baptist Church contributing \$10,000 to the project and downspouts will be connected at the Church's expense. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers, and Youngquist. Nays: none. Motion carried. **(Resolution 2023-056)**

No action was taken on possible first reading of Ordinance No. 2023 – Vacant Building Code and it remains tabled.

Motion by Moore, seconded by Glinsmann, to go into Closed Session per Iowa Code 21.5(1)(i) – To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers, and Youngquist. Nays: none. Motion carried.

The Council entered closed session at 6:54 p.m.

Motion by Moore, seconded by Rangel, to end the closed session at 7:05 p.m. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers, and Youngquist. Nays: none. Motion carried.

No action was taken on the closed session.

Department reports were presented.

It was announced that the next regular session City Council meeting will be held Wednesday, July 5, 2023 at 6 p.m. at council chambers at City Hall. The change is due to the July 4th holiday.

Motion by Glinsmann, seconded by Moore, that the Regular Session held at 6:00 p.m., Tuesday, June 20, 2023, is adjourned at 7:11 p.m. Motion passed unanimously.

Sally Y. Hart, City Clerk



AHLERS COONEY
ATTORNEYS

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

FEDERAL ID 42-1323559

June 16, 2023

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

Invoice #: 847216
Client #: 11307
Matter #: 66
Billing Attorney: JHS

INVOICE SUMMARY

RE: WASHINGTON EAST COMMERCIAL URP

For professional services rendered and costs advanced through June 15, 2023:

Total Professional Services	\$ 319.50
Total Expenses	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 319.50

Invoice #: 847216
 WASHINGTON EAST COMMERCIAL URP

June 16, 2023

PROFESSIONAL SERVICES

DATE	ATTY	HOURS	DESCRIPTION OF SERVICES RENDERED
5/17/23	MP	.10	SEND FOLLOW UP EMAIL TO CITY CLERK REGARDING STATUS OF TRANSCRIPT DOCUMENTS
5/18/23	MP	.20	TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS
5/19/23	MP	.10	TRANSCRIPT REVIEW TO ENSURE PROPER COMPLETION OF DOCUMENTS
5/22/23	JHS	.30	RECEIVE AND RESPOND TO EMAIL FROM CITY ADMINISTRATOR REGARDING P&Z MEETING
5/30/23	MP	.10	SEND FOLLOW UP EMAIL TO CITY ADMINISTRATOR REGARDING STATUS OF TRANSCRIPT DOCUMENTS
6/08/23	JHS	.40	REVIEW AND REVISE SECOND SET OF ADOPTION PROCEEDINGS AND TIF ORDINANCE
6/09/23	MP	.20	SENDING SECOND SET OF PROCEEDINGS
6/14/23	JHS	.10	RECEIVE AND RESPOND TO EMAIL FROM CITY ADMINISTRATOR REGARDING DOCUMENTATION OF P&Z RECOMMENDATION
6/15/23	JHS	.10	REVIEW NEWSPAPER PUBLISHER'S AFFIDAVIT
TOTAL FEES			\$ 319.50
TOTAL THIS INVOICE			\$ 319.50



AHLERS COONEY
ATTORNEYS

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

FEDERAL ID 42-1323559

June 16, 2023

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

Invoice #: 847216
Client #: 11307
Matter #: 66
Billing Attorney: JHS

REMITTANCE ADVICE

For professional services rendered through June 15, 2023

RE: WASHINGTON EAST COMMERCIAL URP

TOTAL THIS INVOICE

\$ 319.50

Please return this page with payment to AHLERS & COONEY, P.C.



AHLERS COONEY
ATTORNEYS

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

FEDERAL ID 42-1323559

June 16, 2023

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

Invoice #: 847215
Client #: 11307
Matter #: 65
Billing Attorney: JHS

INVOICE SUMMARY

RE: WASHINGTON HOTEL GROUP, LLC

For professional services rendered and costs advanced through June 15, 2023:

Total Professional Services	\$ 345.00
Total Expenses	<u>\$.00</u>
TOTAL THIS INVOICE	\$ 345.00

Invoice #: 847215
WASHINGTON HOTEL GROUP, LLC

June 16, 2023

PROFESSIONAL SERVICES

DATE	ATTY	HOURS	DESCRIPTION OF SERVICES RENDERED
5/25/23	MP	2.00	DRAFTING DEVELOPMENT AGREEMENT AND MEMO
6/13/23	JHS	.30	INSERT LIMITED INFORMATION ABOUT PROJECT INTO QUESTIONNAIRE; SEND PARTIALLY COMPLETED QUESTIONNAIRE TO CITY ADMINISTRATOR FOR REVIEW AND COMPLETION

TOTAL FEES **\$ 345.00**

TOTAL THIS INVOICE **\$ 345.00**



AHLERS COONEY
ATTORNEYS

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

FEDERAL ID 42-1323559

June 16, 2023

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

Invoice #: 847215
Client #: 11307
Matter #: 65
Billing Attorney: JHS

REMITTANCE ADVICE

For professional services rendered through June 15, 2023

RE: WASHINGTON HOTEL GROUP, LLC

TOTAL THIS INVOICE

\$ 345.00

Please return this page with payment to AHLERS & COONEY, P.C.

INVOICE

INV86777

IMWCA

IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION
 500 SW 7TH STREET, SUITE 101
 DES MOINES, IA 50309-4506
 PHONE: 800-257-2708

DATE

6/1/2023

PAGE:

1

Washington, City of
 215 E Washington

Mbr No: Member Name:
 0706 Washington, City of

Washington IA 52353

Please remit payment to: IMWCA, P.O. Box 8186, Des Moines, IA 50301

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	WASHI001	AG0075				
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	DEPOSIT	Deposit - Work Comp Premium 23-24 This invoice is 25% of total annual premium. The balance will be invoiced in 7 monthly installments of \$8393. If full payment is remitted, total annual premium is \$78337.			19,586.00	\$19,586.00
This invoice is due on July 1, 2023.						

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

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

Thank You

Subtotal	\$19,586.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$19,586.00

DELUXE FOR BUSINESS 1-800-257-2708



Remit to:
 L L Pelling Co.
 P.O. Box 230
 North Liberty IA 52317
 www.llpelling.com

INVOICE

Invoice # :	28121
Date :	6/20/2023
Customer # :	100221
Cust Job :	1853.23.1.CityofWashington
Cust PO :	
Total Due:	93,726.02

Contract : 1853.23 Washington, City of

To : Washington, City of
 215 E Washington Street
 PO Box 516
 Washington, IA 52353

▲ PLEASE RETURN TOP PORTION OF INVOICE WITH PAYMENT ▲

Contract Item	Quantity	Unit Price	U/M	Amount
10 Mobilization	1.00	16,500.00	LS.	16,500.00
20 Binder Bitumen, MC-3000	11,074.63	4.30	GAL	47,620.91
30 Cover Aggregate	531.51	55.70	TON	29,605.11

110-6-2010-G762 Initials _____
 EXP. _____
 Vender # _____ Date Rec. 6-23-23
 Due Date _____ Inv # _____

Contract terms prevail if contract and terms are present. Otherwise, payment is due on receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expenses incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Total Due This Invoice :	<u>93,726.02</u>
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To contact us about this invoice:
Schneider Geospatial, LLC
Attn: Accounting Department
8901 Otis Avenue, Suite 300
Indianapolis, IN, 46216
317-826-7300
ar@schneiderGIS.com



Invoice

Date 06/01/2023
Invoice # I002034
Due Date 07/31/2023
PO #

Bill To

City Administrator
City of Washington, Iowa
215 East Washington St
Washington IA 52353

dmccusker@washingtioniowa.gov

For Technical Support:

Phone: 1-866-362-6789
Email: support@schneiderGIS.com

Page 1 of 1

To pay by check:
Schneider Geospatial, LLC
PO Box 7048, Group 13
Indianapolis, IN 46207-7048

To pay by ACH (Preferred Payment Method):
ABA/Routing#: 074900657 (First Merchants Bank)
Bank Account#: 9001324648
Remittance advice email: ar@schneiderGIS.com

Description	Billing Period	Amount
Products : SaaS : Beacon/qPublic.net : Contracted	7/1/2023 - 6/30/2024	\$ 6,228.00
Beacon : Hosting : Core		
Beacon : Hosting : Map		
Beacon : Hosting : Account Management		
Products : SaaS : Custom : Hosting	7/1/2023 - 6/30/2024	\$ 1,428.00
Custom : Hosting : WFS/REST Hosting		
Services : Staff Augmentation	7/1/2023 - 6/30/2024	\$ 3,504.00
Professional Services : Staff Augmentation : Flex Support		
	Total	\$ 11,160.00
	Total Amount Due	11,160.00

This invoice was previously emailed. If you did not receive an email, please contact us at AR@SchneiderGIS.com and update your email address.

ACH banking information is listed above, which is the preferred payment method.

Please note that remittances are now payable to Schneider Geospatial, LLC for agreements previously entered into with The Schneider Corporation's geospatial division, qPublic, or qPublic.net.



STATEMENT OF PROFESSIONAL SERVICES

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

June 23, 2023
 Project No: 24616-038
 Invoice No: 2

Project Manager Leland Belding III

Engineering services for Murphy Boundary Retracement:
Professional Services from May 21, 2023 to June 17, 2023

Professional Personnel

	Hours	Rate	Amount	
Clerical II	1.00	80.00	80.00	
Engineer II-A	4.00	179.00	716.00	
Engineer X	6.00	97.00	582.00	
Surveyor II	3.00	129.00	387.00	
Technician I	23.50	110.00	2,585.00	
Totals	37.50		4,350.00	
Total Labor				4,350.00

Reimbursable Expenses

Miscellaneous Expense			23.59	
Total Reimbursables			23.59	23.59

Unit Billing

Mileage			84.50	
Total Units			84.50	84.50

Total this Invoice \$4,458.09



STATEMENT OF PROFESSIONAL SERVICES

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

June 23, 2023
Project No: 24616-039
Invoice No: 1

Project Manager Leland Belding III

Engineering services for Miller Storage Site Plan Review:
Professional Services from May 21, 2023 to June 17, 2023
Professional Personnel

	Hours	Rate	Amount	
Engineer II-A	1.00	179.00	179.00	
Totals	1.00		179.00	
Total Labor				179.00
		Total this Invoice		\$179.00



**VEENSTRA
& KIMM INC.**
STATEMENT OF PROFESSIONAL SERVICES

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

June 23, 2023
Project No: 24653
Invoice No: 7

Project Manager Leland Belding III

Engineering services for 12th Ave & Washington Street Intersection Improvements:

Professional Services from May 21, 2023 to June 17, 2023

Professional Personnel

	Hours	Rate	Amount	
Engineer II-A	4.00	179.00	716.00	
Engineer X	2.00	97.00	194.00	
Totals	6.00		910.00	
Total Labor				910.00
		Total this Invoice		\$910.00



STATEMENT OF PROFESSIONAL SERVICES

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

June 23, 2023
Project No: 24654
Invoice No: 4

Project Manager Leland Belding III

Engineering services for Dog Park Storm Sewer:
Professional Services from May 21, 2023 to June 17, 2023

Professional Personnel

	Hours	Rate	Amount	
Engineer II-A	1.00	179.00	179.00	
Engineer X	2.00	97.00	194.00	
Technician I	4.00	110.00	440.00	
Totals	7.00		813.00	
Total Labor				813.00

Unit Billing

Mileage			30.79	
Total Units			30.79	30.79

Total this Invoice \$843.79



**VEENSTRA
& KIMM INC.**
STATEMENT OF PROFESSIONAL SERVICES

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

June 23, 2023
Project No: 24655
Invoice No: 1

Project Manager Dave Schechinger

Engineering services for Lead Service Line Assistance:
Professional Services from May 21, 2023 to June 17, 2023
Professional Personnel

	Hours	Rate	Amount	
Engineer II-A	4.00	179.00	716.00	
Engineer VII	.50	122.00	61.00	
Totals	4.50		777.00	
Total Labor				777.00
		Total this Invoice		\$777.00



**VEENSTRA
& KIMM INC.**
STATEMENT OF PROFESSIONAL SERVICES

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

June 23, 2023
Project No: 24656
Invoice No: 1

Project Manager Leland Belding III

Engineering services for TSIP Grant Application:
Professional Services from May 21, 2023 to June 17, 2023

Professional Personnel

	Hours	Rate	Amount	
Engineer II-A	2.00	179.00	358.00	
Totals	2.00		358.00	
Total Labor				358.00
		Total this Invoice		\$358.00

Millie Youngquist, Mayor Pro Tem
Deanna McCusker, City Administrator
Kelsey Brown, Finance Director
Sally Hart, City Clerk
Kevin Olson, City Attorney



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

City Administrator Report
July 5, 2023

Project Updates:

Country Club View Subdivision: Punch list is still being drafted.

East Adams: Punch list will be getting done. Temporary seeding has been done. Final grading/seeding will be done in the fall. Along with the seeding on S 12th.

Water Main: Boring machine arrived the ductile iron between 14th – 15th will be done Friday. Testing everything will get done the week of the 3rd and then services will get started to the new main. There will be a neighborhood meeting to discuss sidewalk and grading options on July 10th.

Buchanan Street: There are a few items on the punch list that need to be addressed. Will probably close this out in July.

3-Lane Conversion: We have been approved for the USTEP funding from the DOT in the amount of \$353,055. The DOT is drafting an agreement. They are still reviewing our request for HSIP funding, but should also receive this amount. We should have items to consider at the July 18th meeting for the funding and to move forward with the project. This will need to be a DOT let project due to the funding sources.

Lead Service Line: We are continuing to receive feedback from the labels placed on the utility bills but it has slowed. Hoping it will get momentum again since it is in the newsletter. I am entering those that we received in a spreadsheet. We have also eliminated some since city employees have identified 1980 as the year when they no longer allowed lead pipes. We have drafted a statement to that effect and can use that as our date. We will then move forward with subdivisions, neighborhoods and start performing some potholes to verify the material from the main inward. We will also continue to remind people that we need this information from everyone.

Attended the Great Places meeting on Monday evening. Mike Zahs was present and he presented many items from his vast collections. Our group is trying to come up with a location and way for him to display his many things. We could possibly use our grant funding to assist with this option.

Listened to a webinar yesterday on the property tax changes that will affect our FY25 budget process. The max levy hearing/process has been replaced with the Budget Notice Mailing process. We will need to have all of our levies identified and submitted to the Department of

Management by March 10th or earlier and the county pulls this information and has to send out a mailer with this information to every property address in the city limits. A hearing will also be required but at its own meeting. This means we can have the hearing on the same night as a regular meeting but at 5pm and this can be the only thing on the agenda. The amount we can levy for general fund/emergency levy amount is based on the amount of growth we see from the previous year. There are calculations that will determine how much of a levy we can certify. If we see valuation growth of under 3% we do not have to reduce our levy amount. If the valuation growth is over 3% but less than 6% then we are required to do a 2% reduction. If our growth is over 6% then we are required to do a 3% reduction. The state is trying to get all cities to 8.10 or less. This is only until FY29 and then all cities will return to 8.10 if they were above or below. The state is developing a calculator to we can see how things may be impacted based on valuation growth over the past few years. Because of all the new changes, budgets will be due April 30.

Watched a small city workshop webinar. It was mostly about human resource topics from hiring, training, Veteran's preference, etc.

Held a downtown vacant building committee meeting. We have got through the ordinance and are now drafting a registration form. This will get reviewed by the city attorney and the committee will meet in later July then if ready it will come before city council to consider. We have made the ordinance easier to understand.

Someone is interested in a lot in the Business Park for a manufacturing/welding shop. Once we received all the necessary information and have things reviewed this will be presented to city council.

We have also been working on streamlining rental inspections and re-inspections on IWORQs and establishing a way to make the process more efficient.

We have been working on identifying things to be included in the 2nd phase of the wellness park and are requesting quotes on what it would take to develop conceptual plans and a cost estimate. Then council can have a better idea of what that project will cost and what the phases may look like.

Reminder that beginning at **4:30pm on July 18th** we will a tour of the fire station and Chief Delong will show everyone the truck that will get replaced in FY25.

MAINTENANCE & CONSTRUCTION DEPT. REPORT

6-10-23/6-23-23

STREETS: Personnel worked a few alley complaints that came in. M/C rented a walk behind saw and sawed numerous areas for concrete replacement and water main construction. Personnel line painted on a few occasions painting parking stalls and RR track crossings leaving a couple days of painting left to finish. Street sweeping continued operating its course. Personnel cut and picked up a huge tree limb at North Ave B-West 3rd St.

WATER DISTRIBUTION: Personnel made a list of 10, 12 & 16 inch gate valves to exercise this year. Personnel installed 220 ft of 6 inch main on North Ave D between West 3rd St and the railroad tracks. Personnel repaired #9 & #10 water main breaks of the year located at; NE corner of North Iowa Ave-5th St & South 9th Ave-East Van Buren St, both 4 inch CIP.

SEWER COLLECTION: Personnel N/A

STORM SEWER COLLECTION: Personnel assisted with the Parks Dept replacing 90 feet of crushed field tile.

MECHANIC/SHOP: Personnel serviced PD 018, dropped off City Hall Ram for a recall, PD 009 (brake nose & ordered all new tires), PD 771 (reglued camera back on dash), WWTP truck (cut light bracket) and Backhoe (repaired hydraulic hose).

OTHER: Personnel attended a hearing class through SASSO and each personnel conducted a hearing test. M/C's tank truck continued to water the new seeding on South Ave E and on West Buchanan St. Yard waste pick up continued. Personnel hauled 12 loads of clay dirt to the stockpile from the Lumber yard. Personnel responded to 62 One Call Locates. Personnel loaded a couple dump trailer loads of scrap metal.

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

F2F Final Report: June 26, 2023

To Hotel/Motel Tax Committee

Thank you for the opportunity to report to you on the success of Washington's 1st Annual International Film Festival.

Thank you for being a Presenting Sponsor at the \$5,000 level, providing the seed money to get Farm to Film Fest started.

We appreciate your continued support to grow the film festival to promote the arts and showcase Washington.

We held our 1st meeting on May 03, 2022 and concluded with the 2nd day of Farm to Film Fest on May 21, 2023.

The opening plenary session featuring Mike Zahs was held Saturday morning, May 20, 2023 at the State Theater with about 55 to 60 in attendance, followed by films being screened at the 4 venues Saturday afternoon and Sunday morning and afternoon. A filmmaker's reception was held at the Washington Public Library Saturday evening from 7p to 8:30p, also with good attendance. Registered attendance was 207, with 969 film views. We had 61 films submitted and selected 36 films to show. Weather was perfect.

During the year of planning, we submitted our application to the State of Iowa for our own 501(c)3 status and filed our Articles of Incorporation and Bylaws. Sarah Grunewaldt and I served as co-chairs, Nancy Rash as secretary, and Melinda Lord as Treasurer, along with Isabella Santoro, Lorraine Williams, Bill Monroe, and Millie Youngquist as Board of Directors.

We purchased iPads, projectors, screens, and speakers to have a technical system of continuity for screening the films for our guests. Art Domestique, Patricia's Room at Dodici Shop, the Public Library, and City Hall Council Chambers served as wonderful venues. We had 57 volunteers working as Door Keepers at the venues, and as Hosts at Blair House which served as Farm to Film Fest headquarters.

A post event website survey was conducted and received 29 responses. The feedback was all positive along with some comments of how we could expand and grow the film festival. It was gratifying to read that the Door Keepers and Hosts welcomed guests in such a friendly manner which made for an enjoyable experience for the guests. Oh, one comment did say the chairs could be softer. (Actually, we can only control so much).

Personally, I want to thank Deanna for the cooperation and assistance that she gave throughout the planning process, she is absolutely wonderful to work with, and I think it was a really great way to show off City Hall and the Council Chambers, even to local residents who had never been inside the Council Chambers. Other guests complimented the friendly feeling of Washington, and enjoyed the beautiful Central Park. Mike Zahs stated: the nicest Film Directory; Filmmaker Berry stated: Best inaugural film fest;

Overall, it was a pleasant experience, we have received very positive comments from Washington residents, and from Filmmakers, all whom want the Film Festival to be an annual event.

I have called our 1st meeting for Farm to Film Fest season 2 for this afternoon to start the planning process.

We hope to see you all at the next film festival.

(At least one overnight guest from WI).

Thank you,

Lyle Moen, Co-Chair, Farm to Film Fest

**Report on the Preserve Iowa Summit
June 2023
Historic Preservation Commission Chair Fred Stark**

On June 1-3, I represented the City of Washington at the Preservation Iowa Summit in Sioux City, Iowa. This was sponsored by the Iowa Department of Cultural Affairs and was held in the Warrior Hotel and Orpheum Theater.

The main areas covered include what is going on in Iowa in relation to Iowa Preservation and new things happening in Iowa historically.

Sessions that I attended include:

- Navigating the State Historical Presidential Office
- Tools of the Trade which dealt with how architects evaluate the conditions of historic buildings and structures.
- Historic Structure Reports – this dealt with what owners of historic buildings can expect after inspection.
- Collaboration of Historic Preservation Commission with Friends Groups – how to get more people involved with historic preservation.
- On Saturday, it was a summary of the different sessions that had gone on during this conference. There were also awards given out to people and organizations that have made a contribution to our state historically.

One of the most exciting parts of this conference was the meeting of the other participants through the state. We were all interested in Iowa preservation.

Sincerely,
Fred Stark



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

PLEASE RETURN TO: Washington City Hall, 215 East Washington; ATTN: City Clerk
Contact info: Sally Hart, 319-653-6584 ext 131; sallyhart@washingtioniowa.gov

****Requires advance City Council approval- Council meets 1st & 3rd Tuesdays at 6 PM;
Completed applications are due the Thursday previous to the meeting****

1. **APPLICANT INFORMATION**

Name/Event: DAR JUNK IN THE TRUNK

Coordinator: MARJ LINS

Contact Number: 319.653-1635

Email Address: marjlins15@gmail.com

2. **EVENT INFORMATION**

Event Description: Flea market

Days/Dates of Event: Saturday Sept 23

Time(s) of Event: (Include Set Up/Tear Down Time) 9:00AM - 3:00PM

Event Location: parking area around Central Park

Will event require an alcohol license or require modification of an existing license? Yes No

3. **REQUEST INFORMATION (Check All Applicable Items)**

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at all times.

Temporarily close a street for a special event (specify street, times, and indicate on map:)

Description: USE traffic cones to block traffic

from 10:00 - 3:00 on main st from West and

North Iowa from North **SEE MAP - LAST PAGE**

Method of Notification for businesses/downtown residents (if applicable):

Fliers in entry of buildings

Other Requests

Temporarily park in a "No Parking" area

Use of gators/UTV/ATV on City streets

location : _____

Use of City Park (specify park: Central)

Parade (attach map of route and indicate streets to be closed)

Electrical Needs: no

Walk/Run (attach map of route and indicate streets to be closed)

Tent(s) to be used – over 400 sq ft or canopies over 1,000 sq ft

Fireworks (specify location :)

Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

Street barricades

Yield signs for crosswalks

Emergency "No Parking" Signs

Garbage/Recycling Barrels

Traffic cones

Street Sweeping following (parades)

Picnic Tables

Other (please specify :)

5. SOUND SYSTEMS Please indicate if the following will be used (verify availability with Parks Dept):

Amplified Sound/Speaker System

Recorded/Live Music

Public Address System

If so: BMI/ASCAP License obtained?

6. SANITATION Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site unless special arrangements are made (event trash may be hauled to Parks Shop dumpster at Sunset Park).

Will additional restrooms be brought to the site? Yes No If yes, how many? _____
(General guideline of 1 restroom/100 people)

Will handwashing/hand sanitizer stations be provided? Yes No If yes, how many? _____

Contact Person: Marj Lins

Phone: 319-653-1635

7. INSURANCE

For events requiring an alcohol license, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. The minimum limits for the liquor liability policy shall be \$500,000. For all other events held on public property, the minimum amount of coverage for the general liability insurance policy will be \$500,000. Proof of proper insurance coverage must be submitted prior to City Council consideration of the application. City Council may require certificate of insurance with City listed as "additional insured" if deemed necessary.

Certificate of Insurance provided and accepted Certificate of Insurance not required

Marj Lins

8. AGREEMENT

In consideration of the City of Washington, Iowa, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Washington, Iowa, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to indemnify and hold harmless the City of Washington, Iowa, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind that the matters or things above set forth. The undersigned hereby waives all claims against the city for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the codes, rules, regulations, terms and conditions established by the City of Washington, Iowa.

THE UNDERSIGNED HAS READ AND FULLY UNDERSTANDS THIS DOCUMENT, INCLUDING THE FACT IT IS RELEASING AND WAIVING CERTAIN POTENTIAL RIGHTS, AND VOLUNTARILY AND FREELY AGREES TO THE TERMS AND CONDITIONS AS SET FORTH HEREIN.

Mary Sims
Applicant/Sponsor Signature

6-22-2023
Date

DEPARTMENT APPROVALS

Indicate Date Contacted **The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.**

City Clerk Sally Y. Hart 319-653-6584 sallyhart@washingtioniowa.gov
(Liquor Licenses) ext 131
Comments/Restrictions:

LM

OK-6-22-23 Police Chief Jim Lester 319-458-0264 jlester@washingtioniowa.gov
Comments/Restrictions:

OK-6-22-23 Fire Chief Brendan DeLong 319-461-3796 bdelong@washingtioniowa.gov
Comments/Restrictions:

LML

OK 6-22-23 Streets JJ Bell 319-653-1538 jjbell@washingtioniowa.gov
Comments/Restrictions:

LM

OK 6-23-23 Parks Nick Pacha 319-321-4886 npacha@washingtioniowa.gov
Comments/Restrictions:

NA County Environmental Health (if serving food):
Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us
Comments/Restrictions:

CITY COUNCIL APPROVAL

City Clerk Signature

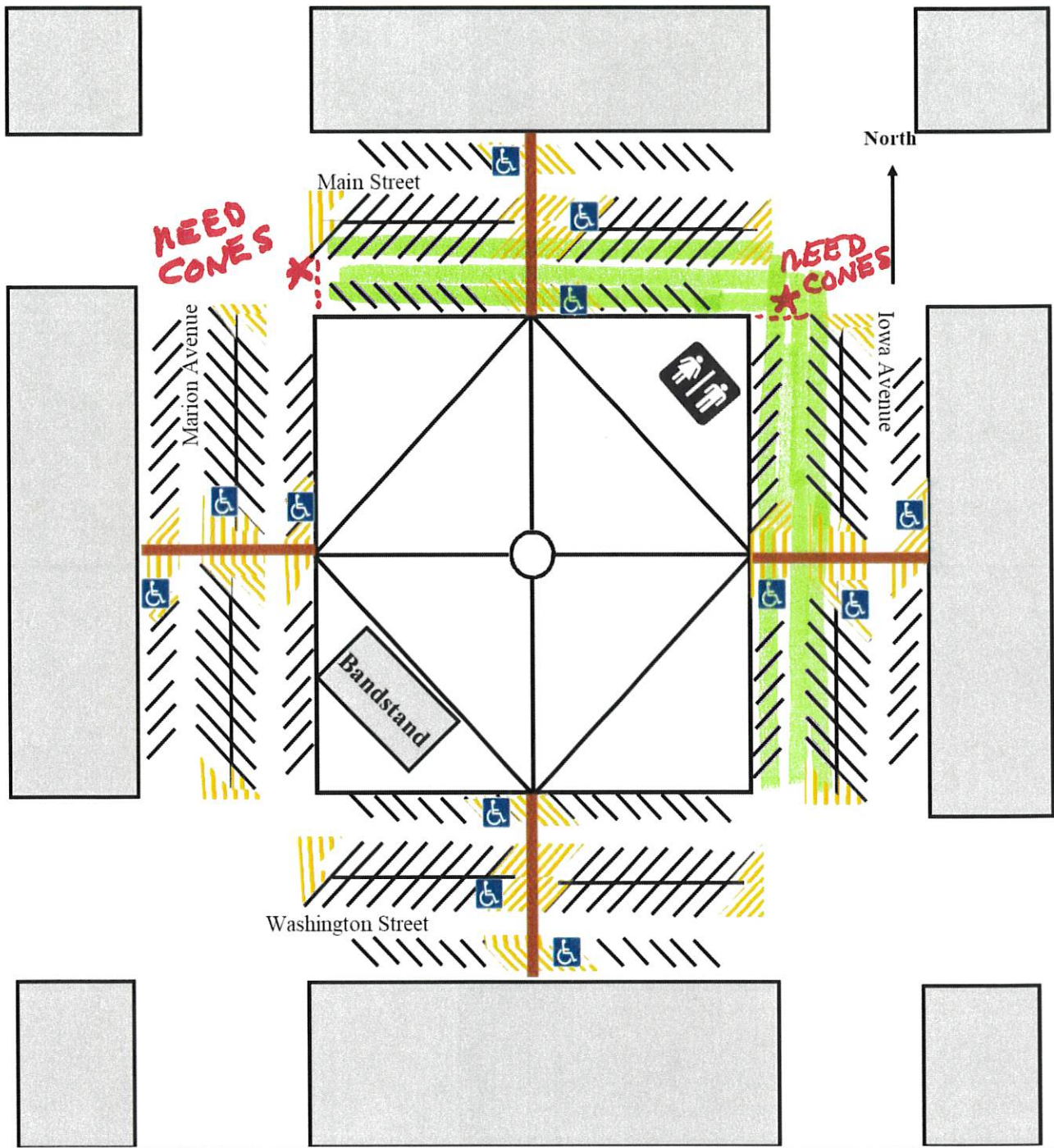
Date of Action

Approved: _____

Denied: _____

CONDITIONS IMPOSED: _____

Downtown Map (If Area Outside Downtown, Please Attach a Map):





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/22/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Horak Insurance 115 E. Washington Street Washington IA 52353		CONTACT NAME: Maryjo Rich PHONE (A/C, No, Ext): (319) 653-2116 E-MAIL ADDRESS: maryjo@horakinsurance.com FAX (A/C, No): (888) 361-7578	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Employers Mutual Company	
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	
INSURED WASHINGTON CHAPTER DAR 37 CEDAR DR WASHINGTON IA 52353-1815		NAIC # 21415	

COVERAGES **CERTIFICATE NUMBER:** CL2362210263 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			1M23838	02/02/2023	02/02/2024	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$ 5,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:						GENERAL AGGREGATE \$ 3,000,000
	AUTOMOBILE LIABILITY						PRODUCTS - COMP/OP AGG \$ 3,000,000
	<input type="checkbox"/> ANY AUTO						\$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						\$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						AGGREGATE \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N	N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

LIABILITY EXTENDED TO CENTRAL PARK, WASHINGTON, IOWA ON 9/23/23 FOR JUNK IN THE TRUNK EVENT.

CERTIFICATE HOLDER

City of Washington
215 East Washington

Washington IA 52353

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
[Signature]



606 S. 4th Avenue
Washington, IA 52353
319-653-3691 • FAX 319-653-6800

Principal
Susan Lund
Counselor
Kelsey Marons
Behavior Interventionist
Jen Weidman

May 17, 2023

Dear Council,

Lincoln Elementary is preparing for our 2023 Bike-A-Thon. The Bike-A-Thon is our largest and only school fundraiser for the year. The Bike-A-Thon will be on Friday, September 8th from 9:15-11:00 a.m. Our rain date is Friday, September 15th from 9:15-11:00 a.m.

We would again like to close South 4th from Van Buren to Monroe, Monroe to South 6th, South 6th from Monroe to Van Buren and Van Buren from 6th to 4th Ave.

We are asking, not only for permission to hold the Bike-A-Thon around the Lincoln property and city streets, but help in barricading these streets off the day of the Bike-A-Thon. Please see the attached map, showing the location of our bike route for the 2023 fundraiser.

If you have any questions or concerns about this matter, please feel free to call me at Lincoln, (319) 653- 3691. We appreciate your consideration on this matter.

Sincerely,

Susie Lund
Lincoln Principal
slund@washington.k12.ia.us



(E)

(S)

(N)

(W)

S. 6th Ave.

S. 4th Ave.

V a n B u r e n

M o n r o e S t

W a l k i n g P a t h

Bus Barn

Ball Field

School

Phyllis' Lawn

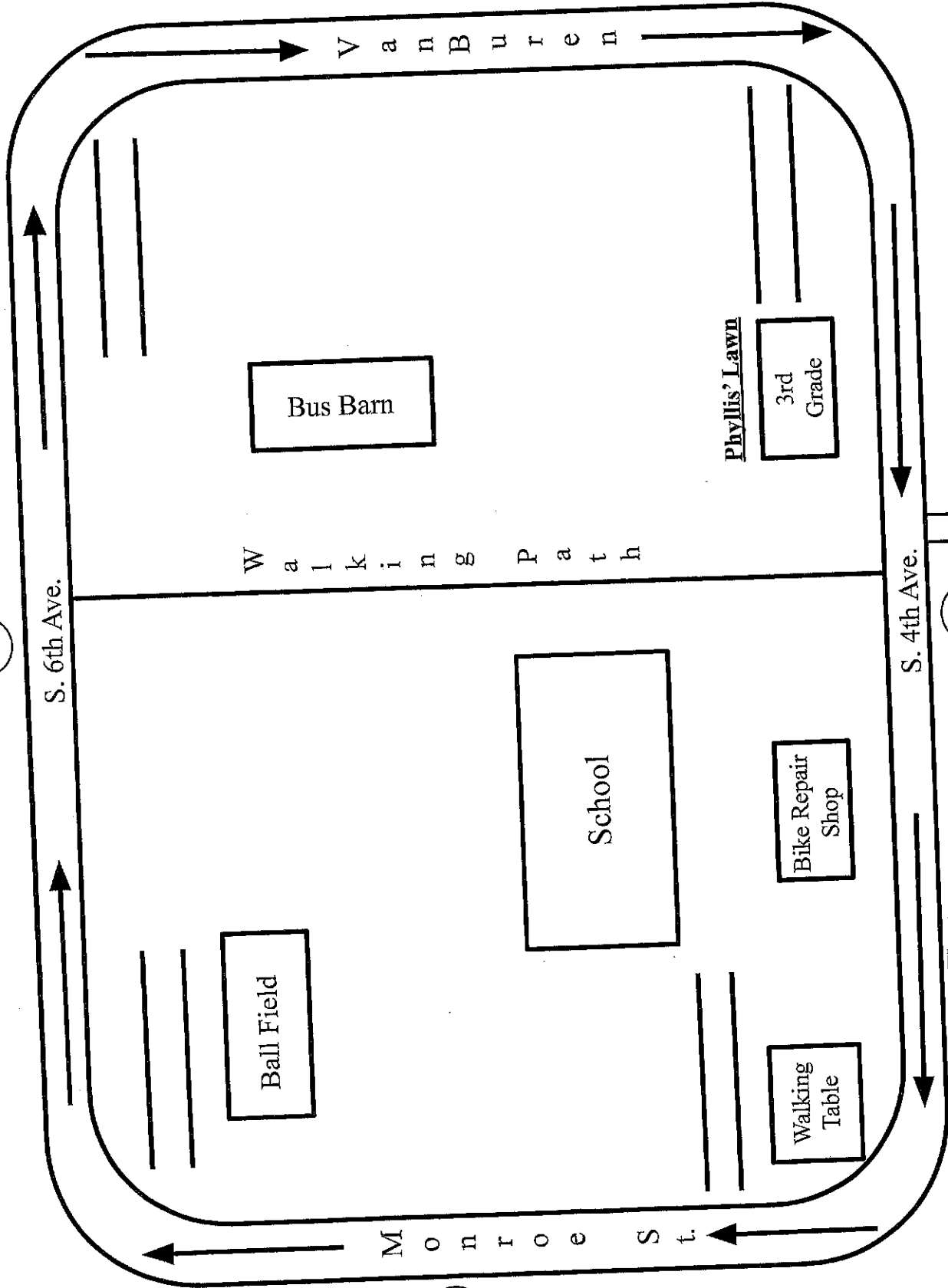
3rd Grade

Bike Repair Shop

Walking Table

Jackson

Floaters



**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
JULY 5, 2023**

POLICE	ACE-N-MORE	BATTERIES	86.97	
	ADAM, SETH	MEAL REIMBURSEMENT FOR CLA	17.92	
	ALLIANT ENERGY	SERVICE	784.40	
	AMAZON CAPITAL SERVICES	OFFICE SUPP/BOOTS/BAGS/GLOVES	436.35	
	ARNOLD MOTOR SUPPLY	771 REPAIR	7.39	
	CAPITAL ONE	SUPPLIES	17.82	
	EMBROIDERY BARN	UNIFORM REPAIR	19.00	
	GALLS LLC	SHIRTS/VEST CARRIER-HAWORTH	326.98	
	MARCO, INC.	COPIERS	442.31	
	RANGEMASTERS TRAINING CENTER	RIFLES AND SUPPLIES	2,811.40	
	UP-TOWN AUTO WASH	CAR WASH CARD	250.00	
	VISA-TCM BANK, N.A.	FUEL & CODEBOOKS	428.77	
	WASHINGTON DISCOUNT TIRE	009 TIRES/22 EXPLORER TIRES/REPAIR	1,569.69	
		TOTAL	7,199.00	
FIRE	ALLIANT ENERGY	SERVICE	1,764.91	
	AUTO TOYZ & LINE-X OF IOWA CITY	NEW PICKUP UPFITS	1,645.00	
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	193.00	
	CINTAS CORP LOC. 342	TOWEL/RUG SERVICE	87.87	
	GALLS LLC	SURVIVOR LEDS/PANTS/NAMETAG	257.28	
	HOTSY CLEANING SYSTEMS	OIL PUMP/MAINT	202.50	
	WASHINGTON VOLUNTEER FIRE DEPARTMENT	BRINTON TRUST-FD BOAT PASS	17,000.00	
		TOTAL	21,150.56	
	DEVELOPMENT SERVICES	AMAZON CAPITAL SERVICES	FLOATING CUTTER ASSEMBLY	97.50
		ULINE	SUPPLIES	100.09
VISA-TCM BANK, N.A.		FLAGS, ZOOM AND REGISTRATI	90.39	
		TOTAL	287.98	
LIBRARY	AMAZON CAPITAL SERVICES	LIBRARY MATERIALS	40.93	
	BAKER & TAYLOR	LIBRARY MATERIALS	319.72	
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	47.98	
	CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	105.00	
	CINTAS CORP LOC. 342	MAT SERVICE	84.57	
	JOHNSON CONTROLS	HVAC REPAIRS	2,167.74	
	VALENTINE, TAMMY	HOME BOUND DELIVERY	3.28	
	VISA-TCM BANK, N.A.	POSTAGE, GOOGLE & ZOOM	170.94	
		TOTAL	2,940.16	
	PARKS	ALLIANT ENERGY	SERVICE	1,148.51
VISA-TCM BANK, N.A.		UHAUL, SUPPLIES, SIGNS & W	520.32	
WASHINGTON RENTAL		FEED & LINE/SPRING CAP	68.49	
		TOTAL	1,737.32	
POOL	VISA-TCM BANK, N.A.	UHAUL, SUPPLIES, SIGNS & W	256.16	
		TOTAL	256.16	
CEMETERY	ACE-N-MORE	TRAILER TREATMENT/PAINT	633.36	
	ALLIANT ENERGY	SERVICE	29.30	
	LOWRY EQUIPMENT	PARTS FOR 72" DECK	384.89	
	WASHINGTON LUMBER	INSULATION/OSB FOR MOVED G	657.34	
		TOTAL	1,704.89	
FINANCIAL ADMIN	ALLIANT ENERGY	SERVICE	40.00	
	ACCESS SYSTEMS LEASING	COPIER LEASE	406.22	
	ALLIANT ENERGY	SERVICE	1,372.71	

	AMAZON CAPITAL SERVICES	SUPPLIES	42.12
	CINTAS CORP LOC. 342	TOWEL/RUG SERVICE	55.55
	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINT	340.00
	IOWA STATE UNIVERSITY	MPI-SALLY	512.00
	KCII	ADVERTISING	581.81
	VISA-TCM BANK, N.A.	FLAGS, ZOOM AND REGISTRATI	672.14
		TOTAL	4,022.55
AIRPORT	CLOUDBURST 9	INTERNET	87.09
	KCII	ADVERTISING	315.95
	TITAN AVIATION FUELS	FUEL	37,300.51
	VETTER'S INC-CULLIGAN WATER	AIRPORT WATER	21.00
	VISA-TCM BANK, N.A.	SUPP FOR FLY IN, BREAKFAST,ZOOM	549.58
		TOTAL	38,274.13
ROAD USE	ARNOLD MOTOR SUPPLY	GENERATOR TESTER	51.99
	ACE-N-MORE	SUPPLIES	53.13
	ARNOLD MOTOR SUPPLY	PARTS/OIL BARREL	1,873.78
	CAPITAL ONE	SUPPLIES	24.45
	CHEMSEARCH FE	BULK FUEL TANK SUPPLIES	1,086.95
	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	51.93
	COBB OIL CO., INC-BP ONE TRIP	FUEL	164.45
	DOUDS STONE LLC	ROADSTONE	1,951.85
	HI-LINE INC	RUBBER GLOVES	97.62
	L L PELLING CO	N 12/N AVE B/S MARION/S AV	7,156.99
	THOMPSON TRUCK AND TRAILER INC.	DOOR REPAIR DUMP TRUCK	260.32
	TIFCO INDUSTRIES	NUTS AND BOLTS	140.09
	WASHINGTON LUMBER	WOOD & TAPE MEASURE	50.79
	ZARNOTH BRUSH WORKS	SWEEPER BROOM	784.80
		TOTAL	13,749.14
STREET LIGHTING	ALLIANT ENERGY	SERVICE	11,892.34
	MIDWEST TREE SERVICE INC.	EMERGENCY TREE TRIM-SB AVE	900.00
	SITLER'S SUPPLIES INC.	LED- POST TOPS	440.00
		TOTAL	13,232.34
HOTEL/MOTEL TAX	VISA-TCM BANK, N.A.	SUPPLIES, COMPUTER MGMT, L	139.00
	VORTEX DIGITAL BUSINESS SOLUTIONS, INC	CWI-CALENDAR	1,394.38
		TOTAL	1,533.38
CAPITAL EQUIPMENT	CAPPER CHRYSLER DODGE JEEP RAM	2023 RAM 2500 TRADESMAN	50,000.00
		TOTAL	50,000.00
PARK GIFT	HY-VEE	FLOWERS	944.72
		TOTAL	944.72
LIBRARY GIFT	BAKER & TAYLOR	LIBRARY MATERIALS	142.73
	BUTIKOFER-MCDERMOTT, LINDSAY	SRC PROGRAM	249.00
	CAPITAL ONE	SUPPLIES	49.75
		TOTAL	441.48
WATER PLANT	ALLIANT ENERGY	SERVICE	13,087.44
	HACH COMPANY	CHEMICALS	1,778.78
	HAHN, GRACE	WATER DEPOSIT REFUND	96.16
	HENDERSON, RANDY	WATER DEPOSIT REFUND	77.65
	ION ENVIRONMENTAL SOLUTIONS	LAB SERVICES	140.00
	JONES, MARY	WATER DEPOSIT REFUND	103.17
	LUKINS, KIRSTEN	WATER DEPOSIT REFUND	67.91
	PEERLESS WELL & PUMP	PUMP WELL #5	36,360.00

	POSTMASTER	BULK MAILING WATER BILLS	1,137.08
	QUILL	OFFICE SUPPLIES	35.98
	RANDALL, CORY	WATER DEPOSIT REFUND	83.17
	TYLER TECHNOLOGIES	UTILITY FEES	722.12
	VISA-TCM BANK, N.A.	CERTIFICATION FEES AND REN	301.87
	WATER SOLUTIONS UNLIMITED	CHEMICALS	8,531.89
		TOTAL	62,523.22
WATER DISTRIBUTION	ACE-N-MORE	PAINTERS SUPPLIES/AIR TANK	55.96
	ALLIANT ENERGY	SERVICE	29.01
	ARNOLD MOTOR SUPPLY	BACKHOE HOSE/SWEEP COMPOUND	82.41
	ARNOLD MOTOR SUPPLY	SWEEP COMPOUND	20.99
	CORE & MAIN LP	S12/E 3RD SUPPLIES	25,106.12
	IOWA ONE CALL	SERVICE	179.10
	MID-AM RES. CHEMICAL CORP	WEED KILLER SPRAY	700.00
	USA BLUEBOOK	HOSE GASKET/NOZZLE	399.73
	WASHINGTON LUMBER	PLEXI GLASS	97.99
		TOTAL	26,671.31
SEWER PLANT	ALLIANT ENERGY	SERVICE	386.54
	DAN DEERY RAM OF WATERLOO	2022 RAM 1500 CLASSIC	41,738.50
	TYLER TECHNOLOGIES	UTILITY FEES	722.11
	VISA-TCM BANK, N.A.	TRUCK DEP, CONF, & VIRUS P	1,424.05
		TOTAL	44,271.20
SEWER COLLECTION	ALLIANT ENERGY	SERVICE	1,010.03
	JOHN DEERE FINANCIAL	BACKHOE SERVICE	450.88
	G & R MILLER CONSTRUCTION	STORM DRAIN ADAPTORS	44.10
		TOTAL	1,505.01
SANITIATION	WASH CO HUMANE SOCIETY	JUNE COLLECTIONS HUMANE SO	326.00
		TOTAL	326.00
		TOTAL	292,770.55

RESOLUTION NO. 2023-___

**A RESOLUTION AUTHORIZING TAX ABATEMENT
UNDER THE WASHINGTON URBAN REVITALIZATION PLAN
FOR WASHINGTON, IOWA**

WHEREAS, the City of Washington, Iowa, has a property tax exemption for improvements under the provisions of the Washington Urban Revitalization Plan adopted by the City Council of the City of Washington, Iowa; and

WHEREAS, all qualified real estate assessed as commercial and/or industrial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements. The exemption is for a period of five years. The partial exemption is equal to a percent of the actual value added by the improvements, determined as follows: first year – 75 percent exemption, second year – 60 percent exemption, third year – 45 percent exemption, fourth year – 30 percent exemption, and fifth year – 15 percent exemption; and

WHEREAS, improvements must increase the assessed value by a minimum of ten percent; and

WHEREAS, the attached application for 120 E. Main Street, a commercial building owned by Greiner Building Inc., Parcel ID 111733015, has been completed and reviewed by staff and is recommended for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WASHINGTON, IOWA that the City Clerk be instructed to certify the attached application and submit it to the Washington County Assessor.

Passed and Approved this 5th day of July, 2023.

Millie Youngquist, Mayor Pro Tem

Attest:

Sally Y. Hart, City Clerk

**APPLICATION FOR TAX ABATEMENT UNDER THE
WASHINGTON URBAN REVITALIZATION PLAN FOR
WASHINGTON, IOWA**

X Prior Approval for Intended Improvements _____ Approval of Improvements Completed

**FOR PROPERTY TAX EXEMPTION FOR IMPROVEMENTS UNDER THE PROVISIONS OF THE
WASHINGTON URBAN REVITALIZATION PLAN ADOPTED BY THE CITY COUNCIL OF THE CITY OF
WASHINGTON, IOWA**

The Washington Urban Revitalization Plan allows property tax exemptions as follows:

Residential

All qualified real estate assessed as residential property is eligible to receive a one hundred percent (100%) exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the improvements. The exemption is for a period of three (3) years. Improvements must increase the assessed value by a minimum of 10%.

Commercial/Industrial

All qualified real estate assessed as commercial and/or industrial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements. The exemption is for a period of five (5) years. Improvements must increase the assessed value by a minimum of 10%. The amount of the partial exemption is equal to a percent of the actual value added by the improvements, determined as follows:

- 1) First Year – 75% Exemption
- 2) Second year – 60% Exemption
- 3) Third Year – 45% Exemption
- 4) Fourth Year – 30% Exemption
- 5) Fifth Year – 15% Exemption

Commercial includes property that consists of 3 or more separate living quarters with at least 75% of the space used for residential purposes.

In order to be eligible, the property must be located in the Washington Revitalization Area. A map is available for inspection at City Hall.

This application must be filed with the City by February 1 of the assessment year for which the exemption is first claimed, but not later than 2 years after the February 1st following the year that the improvements are first assessed for taxation.

Address of Property: 120 E. Main St., Washington, IA 52353

**Legal Description: 08 09 OP, WASH CITY
COMM, PLAT MAP: 11-17F**

Title Holder or Contract Buyer: Matthew Greiner

Address of Owner (if different than above): 804 S. 15th St., Washington, IA 52353

Phone Number (to be reached during the day): 319-863-3692

Is there a Tenant on the Property that will be displaced by the Improvements who has occupied the same dwelling unit continuously for 1 year prior to _____ [insert date of adoption of the Plan]? Yes ___ No **X**

Existing Property Use: ___ Residential **X Commercial ___ Industrial ___ Vacant**

Proposed Property Use: **Commercial Office**

Nature of Improvements: New Construction Addition General Improvements

Specify: **Rebuilding after fire in Nov. 2023**

Permit Number(s) from the City of _____ Building Department

Date Permit(s) Issued: _____

Permit(s) Valuation: _____

[Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: **Estimated 12-31-2023**

Estimated or Actual Cost of Improvements: **\$1,700,000**

Signature: Matthew T. Greiner

Name (Printed) **Matthew Greiner**

Title: **CEO**

Company: **Greiner Buildings, Inc.**

Date: 6/9/23

FOR CITY USE

CITY COUNCIL	Application Approved/Disapproved _____
	Reason (if disapproved) _____
	Date _____ Resolution No. _____
	Attested by the City Clerk _____
ASSESSOR	Present Assessed Value of Structure _____
	Assessed Value with Improvements _____
	Eligible or Noneligible for Tax Abatement _____
	Assessor _____ Date _____

* Example: To receive a full 5 year exemption on Improvements that were first fully assessed on 1-1-2012, the property owner must file the application with the City no later than 2-1-2014.

This Application is a summary of some of the Plan terms; for complete information, read a copy of the WASHINGTON URBAN REVITALIZATION PLAN, available at City Hall.

The program ends December 31, 2025. Applications must be submitted by December 31, 2025.

ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION

This Application is to be forwarded by the City to the County Assessor by March 1.

RESOLUTION NO. 2023-__

**A RESOLUTION AUTHORIZING TAX ABATEMENT
UNDER THE WASHINGTON URBAN REVITALIZATION PLAN
FOR WASHINGTON, IOWA**

WHEREAS, the City of Washington, Iowa, has a property tax exemption for improvements under the provisions of the Washington Urban Revitalization Plan adopted by the City Council of the City of Washington, Iowa; and

WHEREAS, all qualified real estate assessed as residential property is eligible to receive a one hundred percent exemption from taxation on the first seventy-five thousand dollars of actual value added by the improvements with the exemption for a period of three years; and

WHEREAS, improvements must increase the assessed value by a minimum of ten percent; and

WHEREAS, the attached application for 512 South 15th Avenue, a residence owned by Andrew and Breana Carbajal, Parcel ID 1116359001, Legal Description 16 75 07 Prairie Ridge SD Lot 1, has been completed and reviewed by staff and is recommended for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WASHINGTON, IOWA that the City Clerk be instructed to certify the attached application and submit it to the Washington County Assessor.

Passed and Approved this 5th day of July, 2023.

Millie Youngquist, Mayor Pro Tem

Attest:

Sally Y. Hart, City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE
WASHINGTON URBAN REVITALIZATION PLAN FOR
WASHINGTON, IOWA

Prior Approval for Intended Improvements

Approval of Improvements Completed

FOR PROPERTY TAX EXEMPTION FOR IMPROVEMENTS UNDER THE PROVISIONS OF THE
WASHINGTON URBAN REVITALIZATION PLAN ADOPTED BY THE CITY COUNCIL OF THE CITY OF
WASHINGTON, IOWA

The Washington Urban Revitalization Plan allows property tax exemptions as follows:

Residential

All qualified real estate assessed as residential property is eligible to receive a one hundred percent (100%) exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the improvements. The exemption is for a period of three (3) years. Improvements must increase the assessed value by a minimum of 10%.

Commercial/Industrial

All qualified real estate assessed as commercial and/or industrial property is eligible to receive a partial exemption from taxation on the actual value added by the improvements. The exemption is for a period of five (5) years. Improvements must increase the assessed value by a minimum of 10%. The amount of the partial exemption is equal to a percent of the actual value added by the improvements, determined as follows:

- 1) First Year - 75% Exemption
- 2) Second year - 60% Exemption
- 3) Third Year - 45% Exemption
- 4) Fourth Year - 30% Exemption
- 5) Fifth Year - 15% Exemption

Commercial includes property that consists of 3 or more separate living quarters with at least 75% of the space used for residential purposes.

In order to be eligible, the property must be located in the Washington Revitalization Area. A map is available for inspection at City Hall.

This application must be filed with the City by February 1 of the assessment year for which the exemption is first claimed, but not later than 2 years after the February 1st following the year that the improvements are first assessed for taxation.

Address of Property: 5125 15th Ave Washington, IA 52353

Legal Description: 16 75 07 Prairie Ridge SD Lot 1

Title Holder or Contract Buyer: Andrew + Breana Carbajal

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): 563-249-9816

Is there a Tenant on the Property that will be displaced by the Improvements who has occupied the same dwelling unit continuously for 1 year prior to _____ [insert date of adoption of the Plan]? Yes ___ No

Existing Property Use: Residential ___ Commercial ___ Industrial ___ Vacant

Proposed Property Use: _____

Nature of Improvements: New Construction Addition General Improvements

specify: _____

Permit Number(s) from the City of _____ Building Department

Date Permit(s) Issued: _____

Permit(s) Valuation: _____

[Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: 08/10/2022

Estimated or Actual Cost of Improvements: New Construction Costs \$408,000

Signature: [Signature]

Name (Printed) Andrew Carbajal

Title: _____

Company: _____

Date: 29 June 23

FOR CITY USE

CITY COUNCIL	Application Approved/Disapproved _____
	Reason (if disapproved) _____
	Date _____ Resolution No. _____
	Attested by the City Clerk _____
ASSESSOR	Present Assessed Value of Structure _____
	Assessed Value with Improvements _____
	Eligible or Noneligible for Tax Abatement _____
	Assessor _____ Date _____

* Example: To receive a full 5 year exemption on Improvements that were first fully assessed on 1-1-2012, the property owner must file the application with the City no later than 2-1-2014.

This Application is a summary of some of the Plan terms; for complete information, read a copy of the WASHINGTON URBAN REVITALIZATION PLAN, available at City Hall.

The program ends December 31, 2025. Applications must be submitted by December 31, 2025.

ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION

This Application is to be forwarded by the City to the County Assessor by March 1.

Jaron P. Rosien, Mayor
Sally Hart, City Clerk
Kevin Olson, City Attorney
Deanna McCusker, City
Administrator



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

Residential Building Permit

Permit Number: 210398
Property Address: 512 South 15th

Project Cost: 220000
Issue Date: 07/26/2021
Expiration Date: 01/03/2022

Job Description: New home

Owner:
Dave and Lisa Nacos
Washington, Iowa

Contractor:
Vc inc
1318 woodland ct
Washington Iowa 52353

Fees	Amount	Payments	Account Paid
Building Zoning Permit Fee	\$1,082.74	VC Inc	\$1,082.74
Total Fee: \$1,082.74			Total Paid: \$1,082.74

Notes:

A handwritten signature in black ink, appearing to read "Jeff Duwa".

Issued By Jeff Duwa

07/07/2021

Date

ORDINANCE NO. _____

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

WHEREAS, the City Council of the City of Washington, State of Iowa, after public notice and hearing as prescribed by law and pursuant to Resolution No. 2023-052 passed and approved on the 20th day of June, 2023, adopted the Washington East Commercial Urban Renewal Plan (the "Urban Renewal Plan") for an urban renewal area known as the Washington East Commercial Urban Renewal Area (the "Urban Renewal Area"), which Urban Renewal Area includes the lots and parcels located within the area legally described as follows:

The West 10 acres of the East Half of the Southwest Quarter of the Southeast Quarter of Section 16, Township 75 North, of Range 7 West of the 5th P.M., in Washington County, Iowa.

WHEREAS, expenditures and indebtedness are anticipated to be incurred by the City of Washington, State of Iowa, in the future to finance urban renewal project activities carried out in furtherance of the objectives of the Urban Renewal Plan; and

WHEREAS, the City Council of the City of Washington, State of Iowa, desires to provide for the division of revenue from taxation in the Urban Renewal Area, as above described, in accordance with the provisions of Section 403.19, Code of Iowa, as amended.

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

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

Section 2. That portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the Urban Renewal Area, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City of Washington, State of Iowa, certifies to the Auditor of Washington County, Iowa the amount of loans, advances, indebtedness, or bonds payable from the division of property tax revenue described herein, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for the taxing district into which all other property taxes are paid.

Section 3. That portion of the taxes each year in excess of the base period taxes determined as provided in Section 2 of this Ordinance shall be allocated to and when collected be paid into a special tax increment fund of the City of Washington, State of Iowa, hereby established, to pay the principal of and interest on loans, monies advanced to, indebtedness, whether funded, refunded, assumed or otherwise, including bonds or obligations issued under the authority of Section 403.9 or 403.12, Code of Iowa, as amended, incurred by the City of Washington, State of Iowa, to finance or refinance, in whole or in part, urban renewal projects undertaken within the Urban Renewal Area pursuant to the Urban Renewal Plan, except that (i) taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2, Code of Iowa, and taxes for the instructional support program of a school district imposed pursuant to Section 257.19, Code of Iowa, (but in each case only to the extent required under Section 403.19(2), Code of Iowa); (ii) taxes for the payment of bonds and interest of each taxing district; (iii) taxes imposed under Section 346.27(22), Code of Iowa, related to joint county-city buildings; and (iv) any other exceptions under Section 403.19, Code of Iowa, shall be collected against all taxable property within the Urban Renewal Area without any limitation as hereinabove provided.

Section 4. Unless or until the total assessed valuation of the taxable property in the Urban Renewal Area exceeds the total assessed value of the taxable property in the Urban Renewal Area as shown by the assessment roll referred to in Section 2 of this Ordinance, all of the taxes levied and collected upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 5. At such time as the loans, advances, indebtedness, bonds and interest thereon of the City of Washington, State of Iowa, referred to in Section 3 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 6. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to fully implement the provisions of Section 403.19, Code of Iowa, as amended, with respect to the division of taxes from property within the Urban Renewal Area as described above. In the event that any provision of this Ordinance shall be determined to be contrary to law, it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19, Code of Iowa, with reference to the Urban Renewal Area and the territory contained therein.

Section 7. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2023.

Mayor

ATTEST:

City Clerk

Read First Time: June 20, 2023

Read Second Time: _____, 2023

Read Third Time: _____, 2023

PASSED AND APPROVED: _____, 2023.

I, Sally Y. Hart, City Clerk of the City of Washington, State of Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. _____ passed and approved by the City Council of the City at a meeting held _____, 2023, signed by the Mayor on _____, 2023, and published in the Southeast Iowa Union on _____, 2023.

City Clerk, City of Washington, State of Iowa

(SEAL)

02205449-1\11307-066

ORDINANCE CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF WASHINGTON)

- 1. I certify that Ordinance Number _____, of which a true copy is attached, was duly adopted by the City Council of the City of Washington, State of Iowa, signed by the Mayor and published as required by law and is now in effect. I further certify that the consideration(s) and votes taken for the enactment of the Ordinance occurred as follows:

(For any consideration that was waived, insert N/A in the blanks for that consideration and complete paragraph regarding waiver below.)

First consideration - Date: June 20, 2023
Vote: In favor 6, Opposed 0,
Absent or Abstain none.

Second consideration - Date: _____
Vote: In favor _____, Opposed _____,
Absent or Abstain _____.

Third Consideration - Date: _____
Vote: In favor _____, Opposed _____,
Absent or Abstain _____.

On the date of _____, 2023, the City Council adopted a motion for the suspension of the rule requiring separate consideration at three meetings and voted the final adoption of the Ordinance. The vote for suspension of the rules was by three-fourths of the full City Council, voting _____ in favor, _____ opposed, and _____ absent, vacant or abstaining and was duly recorded as noted above.

- 2. I further certify that if any consideration of the Ordinance did not receive an affirmative vote for passage, there was no further consideration of the Ordinance on any date thereafter.
- 3. Following final approval of the Ordinance by the City Council, the full text of Ordinance (or a summary of the Ordinance complying with Iowa Code Section 380.7(3)) was published in the following newspaper(s) on the following date(s):

Southeast Iowa Union
_____, 2023

- 4. I further certify that each meeting for the consideration of the Ordinance was duly and publicly held, with a notice of the meeting and tentative agenda naming the consideration of the Ordinance timely posted and upon reasonable advance notice to the media as required by the Chapter 21, Code of Iowa, and rules of the Council then governing.

5. I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this _____ day of _____, 2023.

City Clerk, City of Washington, State of Iowa

(SEAL)

**(Attach Affidavit of Publication to this Certificate
and send Certificate and Affidavit to Ahlers & Cooney, P.C.)**

02205451-1N1307-066

ORDINANCE NO. 2023- _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 65.02 "STOP REQUIRED"

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

SECTION 1. **Add Phrase.** A new Section 65.02(268), "Stop Required", is added as follows:

"Augusta National Blvd. and Country Club Rd. (eastbound)."

SECTION 2. **Add Phrase.** A new Section 65.02(269), "Stop Required", is added as follows:

"Augusta National Blvd. and S. E Ave. (westbound)."

SECTION 3. **Add Phrase.** A new Section 65.02(270), "Stop Required", is added as follows:

"Nutmeg Ave. and S. E Ave. (eastbound)."

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

SECTION 5. **Effective Date.** This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this ____ day of _____, 2023.

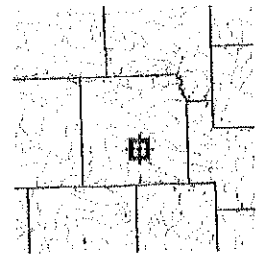
Millie Youngquist, Mayor Pro Tem

ATTEST:

Sally Y. Hart, City Clerk



Overview



Legend

- Cadastral Line
- Corp Line
- County Line
- Geo Twp Line
- Lot Line
- Misc Line
- Mon Linear
- Page Match Line
- Parcel Line
- Pol Twp Line
- Railroad Centerline
- Railroad ROW
- Road Centerline
- Road ROW
- Section Line
- Sub Line
- Water Line
- Political Townships
- Geographic Township
- Corporation
- Sections
- Subdivisions
- Parcels
- Road Centerline

• Stop Sign Locations

Parcel ID	1120355022	Class	R	Owner Address	THRELKELD, ABBY E.
Sec/Twp/Rng	n/a	Acreage	n/a		1625 COUNTRY CLUB RD
Property Address	1625 COUNTRY CLUB RD				WASHINGTON, IA 52353
	WASHINGTON				
District	WACWS				
Brief Tax Description	OAKWOOD VILLAGE SD LOT 20B				
	(Note: Not to be used on legal documents)				

Date created: 6/13/2023
 Last Data Uploaded: 6/13/2023 3:36:57 AM

Developed by Schneider
 GEOSPATIAL

ORDINANCE NO. 2023- _____

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

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

SECTION 1. Amend. 69.09 “All Night Parking Prohibited.” is amended as follows:

No person shall park or leave standing any vehicle on any street within the area of the public square and extending one block each way there from, said area bounded by the south line of Second Street, the west line of Second Avenue, the north line of Jefferson Street, and the east line of Avenue B, but not including any portion of Second Street, Second Avenue, Jefferson Street or Avenue B during the following times.

1. Between the hours of 10:00 p.m. on Thursday and 6:00 a.m. on the following Friday of each week; except for center parking.
2. Between the hours of 10:00 p.m. and 6:00 a.m. when signs are posted in the northwest and southeast corners of Central Park for snow removal.
(Code of Iowa, Sec. 321.236[1])

SECTION 2. Amend. 69.11 “Parking Limited to Two Hours.” is amended as follows:

8. South Marion from Main Street to Washington Street

SECTION 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. Severability. If any section, provision or part of this ordinance shall be judged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this ____ day of _____, 2023.

Millie Youngquist, Mayor Pro Tem

ATTEST:

Sally Y. Hart, City Clerk

Approved on First Reading:
Approved on Second Reading:
Approved on Third Reading:

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2023.

City Clerk

*Jaron P. Rosien, Mayor
Deanna McCusker, City Administrator
Kelsey Brown, Finance Director
Sally Y. Hart, City Clerk
Kevin Olson, City Attorney*



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

Memorandum

June 29, 2023

To: City Council

CC: Deanna McCusker, City Administrator & Kelsey Brown, Finance Director

From: Sally Y. Hart, City Clerk

Re: Mobile Food Vendor Ordinance Amendments

The new mobile food vendor ordinance has been in place since March and a few items have come to the staff's attention that should be addressed. City Administrator McCusker, Fire Chief DeLong, Firefighter Chenoweth, and I met with Washington County Environmental Health and discussed the ordinance. Please see attached our recommended changes.

Changes of note include:

- Licenses and inspections are valid for 1 year from the date of issuance.
- Having inspections required for mobile food vendors cooking with certain materials and equipment.
- Vendors at events at the county fairgrounds and special events approved by the City Council would be exempt from inspections and licensing to match the farmers market measure and in response to feedback received.

Thank you for your consideration.

EXHIBIT A

CHAPTER 130 PUBLIC SALE OF FOOD AND BEVERAGES FROM MOBILE FOOD VENDORS IN CITY LIMITS

- 130.01 Purpose
- 130.02 Definition
- 130.03 Mobile Food
License Required
- 130.04 License Application
- 130.05 Performance Standards
- 130.06 Property Owner/Lessee Responsibility
- 130.07 License Fees
- 130.08 Compliance with the Law
- 130.09 Suspension or Revocation of License
- 130.10 Penalty

130.01 PURPOSE

The purpose of this chapter is to provide rules, regulations and restrictions concerning the sale of any consumable food and beverage from a Mobile Food Vendor **and the cooking of any food emitting smoke or grease laden vapors inside a mobile food unit** within the Washington City limits. The provisions of this chapter are enacted for the protection of the health, safety, and welfare of the citizens of the City.

130.02 DEFINITION

“Mobile food vendor” means a person engaged in the business of selling food or beverages from a mobile food unit **(self-contained motorized vehicle, trailer or pushcart)**. “Mobile food unit” means a vehicle that contains cooking equipment that produces smoke or grease laden vapors for the purpose of preparing and serving food to the public.

130.03 MOBILE FOOD LICENSE REQUIRED

It shall be unlawful for any person to engage in the sale of food or beverages from a mobile food unit within City limits on private or public property without first obtaining a mobile food unit license. A mobile food unit license is a special license and is required in addition to any other required City business license or state license or permit the person may hold or be required to hold. A mobile food unit license issued by the City Clerk or the City Clerk's designee shall be subject to the following:

- A. A mobile food unit license is available as a daily license or an annual license that **expires on December 31st each year** is valid for **one year from the date of issuance** and must be renewed prior to the first sale after that date.

- B. Each mobile food unit shall be licensed separately. No license transfer is allowed.
- C. Each mobile food unit shall comply with Washington County and State of Iowa inspection requirements and display State license in full view of the public in or on the unit.
- D. Each mobile food unit shall have a working fire suppression system ~~as needed determined during the annual fire inspection~~ where the cooking of food emitting smoke or grease laden vapors takes place inside the unit, and within units equipped with gas piping and appliances, such mobile food units shall be subject to an annual approved fire department safety inspection.
- E. Fire Department Safety Inspection
 1. All mobile food units shall be inspected by the Fire Department prior to initiation of business operations within the City and shall follow this process:
 - a. An application has been submitted to the City Clerk.
 - b. Applicable fees have been paid.
 - c. The Fire Department has been contacted prior to any event and an inspection time and date has been scheduled with the fire inspection.
 - d. The inspection will take place and the Fire Chief or designee will sign inspection report and return to the City Clerk or designee.
 - e. City Clerk will review and approve or deny the full permit application to the vendor.
 2. All mobile food units ~~inspected~~ requiring inspection must comply with the provisions of Section 319 of the 2018 International Fire Code or the International Fire Code ~~the~~ most recently adopted ~~International Fire Code~~ by the Washington City Council.
 3. Inspections are required annually and prior to submittal of a license application by the City. It shall be the obligation of the mobile food vendor to schedule the inspection with the Fire Department. All Fire Safety inspection reports will be kept on file with the Fire Department and City Clerk.
 4. The cost of the fire department inspection shall be set by resolution of the City Council.
 5. Upon completion of the annual fire inspection, if the Fire Department determines that the mobile food unit passes the inspection, the Fire

Chief shall sign the certificate of compliance on the mobile food vendor license application and identify any conditions for operation as deemed appropriate as a result of said inspection.

6. Mobile Food Vendors from outside of Washington County may have the required fire department inspection completed by a fire department other than the Washington Fire Department. The inspection shall be reported on the City of Washington's approved form and reviewed by the Washington Fire Chief or designee for approval or denial.
- F. Exempt. The following shall be exempt from the licensing and fire department inspection requirement:
1. Seasonal food stands selling only local fresh produce.
 2. Vendors participating in the City-approved weekly Farmers Market.
 3. Concession stands associated with sports or recreational venues that have been approved as part of a site plan.
 4. Mobile Food Vendors ~~are exempt from the fees and if~~ part of a special event that has prior approval of the Council or the City Administrator. ~~, a fire department inspection is still required prior to the event.~~
 5. Vendors participating in events at the Washington County Fairgrounds.
 6. The following shall be exempt from fire safety inspections:
 - a. Mobile food units where no cooking will be taking place.
 - b. Mobile food units that do not have any gas appliances and/or piping.

130.04 LICENSE APPLICATION

The application shall be on a form furnished by the City Clerk. All food vendors shall comply with the Iowa Department of Public Health rules and regulations governing the sale of food for consumption on the premises.

- A. Filing: Applications shall be filed with the City Clerk. No application request shall be accepted for filing and processing unless it conforms to the requirements of this chapter. This would include a complete and true application, all of the required materials and information prescribed, when applicable, a Fire Safety Inspection Form with the signature of the Fire Chief and is accompanied by ~~the~~ any required fees.
- B. Timely Submitted: Unless otherwise provided herein, applications must be

submitted not less than two (2) business days prior to the proposed start date of the mobile food unit activities. The city reserves the right to reject any applications that have not been timely submitted to the city. The Clerk shall have the discretionary right to accept an application made less than 2 business days prior to the desired start date.

C. Application Contents: Application shall be made on a form provided by the city and shall include:

1. Full name of the applicant.
2. Applicant's contact information including mailing address, phone numbers and e-mail address.
3. State health inspection certificate with the classification level of the state license identified.
4. Description of the kitchen facilities, cooking facilities, preparation area, safety features (fire suppression system, etc.) of the mobile food unit.
5. Photographs of the mobile food unit from the front, side and back.
6. Make, model and year of vehicle to be used and the license plate number.
7. Overall size of the vehicle; to include length, width, and height.
8. **When applicable:** Fire Chief certificate of compliance with the Fire Department's annual inspection.
9. Application and license fees.
10. Insurance certificate.

D. Issuance of License. Upon completion of the review process and determination of compliance with the applicable regulations, the City Clerk will issue a mobile food unit license. The license shall be placed in the upper left (passenger side) of the front windshield or the left front side of a trailer or cart to aid in the visual verification of the licensing for that year.

E. Modification of License After Issuance. Should the mobile food vendor change the food or beverage being offered during the term of an issued license that would change the designation of the mobile food unit to a higher State licensing level classification, a new application and fire inspection shall be required.

- F. **Right to Appeal:** If the City Clerk revokes or refuses to issue a license, an applicant may appeal to the City Council at its next regularly scheduled meeting by filing with the City Clerk a written request for an appeal to the City Council at least seven (7) days prior to the meeting. As a result of this appeal, the City Council may affirm, modify or reverse the decision of the clerk not to issue the license. If the application for license is denied, the applicant is not eligible for the issuance of a license under this chapter for a period of one year from the date of notification that the license application was disapproved, was served in person or deposited in U.S. mail.
- G. **Applications Deemed Withdrawn:** Any application received shall be deemed withdrawn if it has been held in abeyance, awaiting the submittal of additional requested information from the applicant, and if the applicant has not communicated in writing with the city and made reasonable progress within thirty (30) days from the last notification from the city to the applicant. The application fee is nonrefundable. Any application deemed withdrawn shall require submission of a new application and fees to begin a new review and approval process.

130.05 PERFORMANCE STANDARDS

- A. Mobile food unit(s) are allowed to be operated on public property if approved by the City. Mobile units are prohibited from parking within 100 feet of any permanent building establishment that sells prepared food or beverages, this measure does not apply for mobile food vendors associated with special events approved by the city council.
- B. Persons conducting business from a mobile food unit must do so in compliance with the following standards:
1. The mobile food vendor must obtain expressed written consent of the property owner or lessee to use the property on which they propose to operate. The written consent must be kept in the unit at all times that the unit is on the property. Written consent does not excuse or permit the violation of any other imposable regulations.
 2. The operator of the mobile food unit shall display their city license in full view of the public in or on the unit.
 3. Mobile food units shall serve patrons which are on foot only; no drive-up service to the unit itself shall be provided or allowed.
 4. The mobile food unit must be located on a paved or rocked surface, unless approved as part of an event permit.

5. Mobile food units shall be located on property that is zoned B-1 Retail Business, B-2 General Business, C-1 Conservation, CCRC – Continuous Care Retirement Community, FG Fairground, I-1 Light Industrial, I-2 Heavy Industrial, or A-1 Agricultural.
6. All mobile food units shall maintain a minimum separation from buildings of fifteen feet as measured to the closest building element including awnings or canopies, tents or membrane structures. Location of food unit shall not impede pedestrians entering or exiting a building.
7. The window or area where a patron orders and receives their purchase shall be located so as to not require a patron to stand, or create a line that may cause pedestrians to be in the public right of way, vehicle travel lane, including parking lot drive aisles, or similar situation that may create a potential safety hazard. Adequate safe space for patrons waiting for their order must be available on the property where the mobile food unit is located.
8. Off premises signs directing patrons to the mobile food unit are prohibited.
9. During business hours, the mobile food vendor shall provide a trash receptacle for use by customers and shall keep the area around the mobile food unit clear of litter and debris at all times.
10. All mobile food units shall be located in such a manner as to not create a safety hazard, such as blocking emergency access to buildings and the site, obstructing access to fire hydrants, impeding entering and exiting from a building, creating a visual impediment for the motoring public at drive entrances, intersections, pedestrian crossings, or similar movement and access.
11. Mobile food units with top mount hood exhaust vents shall not be set up under a tree or electrical lines unless a minimum of eight feet vertical clearance is achieved.

130.06 PROPERTY OWNER/LESSEE RESPONSIBILITY.

By allowing the mobile food unit on their property, the property owner or lessee jointly and severally with the vendor are responsible for compliance with this chapter and to ensure the safety of pedestrians and access of emergency vehicles to and around the site. Failure to do so could result in the property owner or lessee being party to any enforcement actions or penalties allowed by law.

130.07 LICENSE FEES.

At the time of submittal of a license application, the applicant shall pay to the city the applicable license fee in addition to any applicable inspection fee(s). The fee schedule will be set by resolution and may be modified from time to time with approval by resolution of the City Council.

Any licensee who surrenders their license prior to the date of expiration shall not be entitled to a refund of any portion of the fee.

130.08 COMPLIANCE WITH THE LAW.

Each Mobile Food Unit vendor shall comply with all applicable federal, state, and local laws, regulations and rules.

130.09 SUSPENSION OR REVOCATION OF LICENSE.

Any license issued under the provisions of this chapter may be suspended or revoked by the city as follows:

- A. Grounds: The City Clerk may suspend or revoke any license issued under this chapter, for any of, but not limited to, the following reasons:
 1. The licensee has made fraudulent statements in his/her application for the license or conduct of his/her business.
 2. The licensee has violated this chapter or any other chapter of this code or has otherwise conducted his/her business in an unlawful manner.
 3. The licensee has conducted his/her business in such manner as to endanger the public welfare, safety, order or morals.
 4. The city clerk or the city clerk's designee has received and investigated three (3) or more found complaints during the licensed period related to the manner in which the licensee is conducting business.
- B. Notice of Suspension or Revocation; Right to Appeal: The City Clerk shall cause notice of the license revocation to be served in person by a city official or by mail to the licensee's local address, which notice shall specify the reason(s) for such action, at which time operations of the licensee must cease within the corporate limits of the City of Washington. The licensee may appeal the revocation of the license to the City Council at its next regularly scheduled meeting by filing with the City Clerk a written request for an appeal to the City Council at least seven (7) days prior to the meeting. The City Council may affirm, modify or reverse the decision of the City Clerk to revoke such license. If a license is revoked, no refund of any license fee paid shall be made. Upon the revocation of a license, the licensee is not eligible for the

issuance of a new license under this chapter for a period of one year from the date the license revocation is served in person or deposited in the U.S. mail.

130.10 PENALTY.

Unless another penalty is expressly provided by this chapter for any particular provision or section, violations of this chapter are municipal infractions subject to a fine of not more than \$750.00 for the first offense and \$1,000.00 for each additional offense, or may be punishable as municipal infractions subject to a civil penalty as set forth in this Code of Ordinances. Each day a municipal infraction occurs and/or is permitted to exist constitutes a separate offense. Police officers and code enforcement officers shall have the authority to issue citations for violations of this chapter and shall have the discretion to enforce this chapter as a municipal infraction.

ORDINANCE NO. ____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER 130 PUBLIC SALE OF FOOD AND BEVERAGES FROM MOBILE FOOD VENDORS IN CITY LIMITS

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

SECTION 1. The Ordinance shall be amended to update the 130.01 Purpose to include “and the cooking of any food emitting smoke or grease laden vapors inside a mobile food unit...”

SECTION 2. The Ordinance shall be amended to add the definition of a Mobile Food Unit as a vehicle that contains cooking equipment that produces smoke or grease laden vapors for the purpose of preparing and serving food to the public.

SECTION 3. The Ordinance shall be amended in 130.03A to state that mobile food unit licenses are available as a daily license or an annual license that is valid for one year from the date of issuance and must be renewed prior to the first sale after that date.

SECTION 3. The Ordinance shall be amended to further outline the Fire Safety Inspection Process, as outlined in 130.03E in attachment Exhibit A.

SECTION 4. The Ordinance shall be amended to add 130.03F(5) Exempt. The following shall be exempt from the licensing and fire department inspection requirement:

1. Seasonal food stands selling only local fresh produce.
2. Vendors participating in the City-approved weekly Farmers Market.
3. Concession stands associated with sports or recreational venues that have been approved as part of a site plan.
4. Mobile Food Vendors part of a special event that has prior approval of the Council or the City Administrator.
5. Vendors participating in events at the Washington County Fairgrounds.
6. The following shall be exempt from fire safety inspections:
 - a. Mobile food units where no cooking will be taking place.
 - b. Mobile food units that do not have any gas appliances and/or piping.

SECTION 5. The Ordinance shall be amended to add 130.05 Performance Standards B.(11): Mobile food units with top mount hood exhaust vents shall not be set up under a tree or electrical lines unless a minimum of eight feet vertical clearance is achieved.

SECTION 6. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 7. **Effective Date.** This Ordinance shall be in effect after its final passage approval and publication as provided by law.

Passed and approved this ___ day of ___, 2023.

Millie Youngquist, Mayor Pro Tem

ATTEST:

Sally Y. Hart, City Clerk

Approved on First Reading:

Approved on Second Reading:

Approved on Third & Final Reading:

I certify that the foregoing was published as Ordinance No. on the ___ day of ___, 2023.

Sally Y. Hart, City Clerk