



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD AT THE
COUNCIL CHAMBERS
215 E. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, October 17, 2023

To attend the meeting via Zoom go to:

<https://us02web.zoom.us/j/5077385758?pwd=aG9oTys4TDMydWlUeVFkTU1OekNUZz09>

Meeting ID: 507 738 5758

Passcode: 539036

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, October 17, 2023 to be approved as proposed or amended.

Consent:

1. Council Minutes October 3, 2023
2. Iowa Municipalities Workers' Compensation Association, Installment 4 Work Comp Premium 23-24, \$8,393.00
3. Reed Construction, LLC., Library Makerspace, Pay App #1, \$48,248.13
4. Fox Strand, East Interceptor & IRE Consultation, \$1,157.75
5. Fox Strand, Nutrient Reduction Feasibility Study, \$11,250.00
6. Fox Strand, Water Main Improvement Project, \$3,460.00
7. Department Reports

SPECIAL EVENT REQUESTS

- Eaton Good Kettlecorn – Choctober Fest – October 19, 2023

SPECIAL PRESENTATION

- Mayor Proclamation – Domestic Violence Awareness Month

PRESENTATION FROM THE PUBLIC – Please limit comments to 3 Minutes

CLAIMS & FINANCIALS

- Claims for October 17, 2023
- September Month End Reports

NEW BUSINESS

1. Discussion and Consideration of a Resolution Approving an Extension for the Downtown Investment Grant with Isabella & Ed Santoro
2. Discussion and Consideration of Health Insurance Renewal for 2024
3. Discussion and Consideration of a Resolution to Nullify a Downtown Investment Grant Agreement with Greiner Buildings, Inc.
4. Discussion and Consideration of an Agreement with Vortex Digital, Inc.
5. Discussion and Consideration of Wellness Park Soccer Lighting Installation Bid
6. Discussion and Consideration of Wellness Park Soccer Lighting Materials Bid
7. Discussion and Consideration of Authorizing Garbage and Recycling RFP

OLD BUSINESS

1. Discussion and Consideration of a Resolution Approving and Authorizing Execution of a Development Agreement by and between the City of Washington and Washington Hotel Group, LLC (**tabled**)

WORKSHOP

1. YMCA – Director Present Pool and Recreation Numbers for the Season

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 10-03-2023

The Council of the City of Washington, Iowa, met in Regular Session at the Barthalow Farmhouse, 2550 Hwy 1 on Tuesday, October 3, 2023, at 4:45 p.m. Motion by Earnest, second by Rangel to call the meeting to order.

On roll call present: Earnest, Glinsmann, Moore, Rangel, and Youngquist. Absent: Stigers. Also, present, M/C Superintendent JJ Bell, Finance Director Kelsey Brown and City Administrator Deanna McCusker.

The council toured the farmhouse and the outbuildings. The roof, front porch and windows need some definite attention. The other buildings, including the barn and confinement building are nuisances. Motion by Earnest, second by Rangel to adjourn at 5:17 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 in the chair.

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

Motion by Stigers, second by Moore, that the agenda for the Regular Session to be held at 6:00 p.m., Tuesday, October 3, 2023, be approved. Motion carried.

Consent:

1. Council minutes September 19, 2023
2. Bolton & Menk, Washington Airport/Fuel System Repair, \$1,261.00
3. Bolton & Menk, Airport – Install Solar Panels, \$1,034.00
4. Ahlers & Cooney, Washington Hotel Group, \$476.50
5. Iowa Pump Works, Wastewater Repair to pump, \$14,603.38
6. Veenstra & Kimm, Inc., Wellness Park Phase II master plan, \$14,400.00
7. Veenstra & Kimm, Inc., Dog Park Storm Sewer, \$3,148.00
8. Asphalt Repair Service, Kewash Trail, \$11,810.00
9. Eagle Point Solar, Airport Solar Panel Project, Pay App #1, \$78,072.15
10. Eagle Point Solar, Airport Solar Panel Project, Pay App #2, \$28,389.88
11. FEH Design, Library Makerspace Project, \$13,797.28
12. Garden & Associates, Business Park Phase 2, surveyor, \$124.00
13. Garden & Associates, Buchanan Street Project, \$3,015.50
14. Garden & Associates, East Adams Street Project, \$1,690.00
15. CDJ Concrete, S 12th Street Sidewalks, \$1,457.00
16. Panda Palace Chinese Restaurant, 1000 W Main Street, Special Class C Retail Alcohol License (**renewal**)
17. DNP Holding, LLC DBA: Washington Liquor & Tobacco Outlet, 304 West Madison Street, Class E Retail Alcohol License (**renewal**)
18. The Topsy Traveler LLC, 121 West Washington Street, Special Class C Retail Alcohol License, (**5 Day and Outdoor Service**)
19. Department Reports

Motion by Moore, second by Stigers, to approve consent items 1-14 & 16-19 and pull item 15 for separate consideration. Motion carried.

Motion by Moore, second by Stigers, to approve consent item 15. Motion carried.

Jeremy Vittetoe from St. James presented a special event request for the St. James Color Dash, October 6, 2023. Motion by Moore, second by Earnest to approve the St. James Color Dash. Motion carried.

Motion by Glinsmann, second by Rangel to approve JT Sips to attend Chocotober Fest October 19, 2023, and to set up outside of Purposefully You. Motion carried.

Motion by Earnest, second by Stigers to approve JT Sips at the Shop Hop Event, October 14, 2023, and set up outside of Purposefully You. Motion carried.

Motion by Glinsmann, second by Moore to approve the following Mayor Appointments: Connie Larsen, Historic Preservation, 3-year term ending 6/30/2026 and Charles Halvorson, Park & Recreation Board, 4-year term ending 6/30/2027. Motion carried.

Code Enforcement Officer Anna Duwa presented the monthly nuisance report.

Presentation from the Public: Domestic Violence Intervention Program (DVIP) discussed what they do to support victim-survivors of domestic violence in our community. They would like to have us read a Proclamation Declaring October as Domestic Violence Awareness month. We will have the proclamation read at the next council meeting.

The claims were presented by Finance Director, Kelsey Brown. Motion by Glinsmann, second by Moore to approve claims for October 3, 2023. Motion carried.

The July and August 2023 Year End Financials were presented by Finance Director, Kelsey Brown. Motion by Moore, second by Stigers. Motion carried.

The Public Hearing on the Development Agreement with the Washington Hotel Group was opened by Mayor Pro Tem Youngquist. Dave Waite from Washington Hotel Group was present to answer questions. Motion by Glinsmann, second by Moore to close the public hearing. Roll Call: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried.

Motion by Stigers, second by Earnest to table the Resolution Approving and Authorizing Execution of a Development Agreement by and Between the City of Washington and Washington Hotel Group, LLC. Roll Call: Ayes: Earnest, Glinsmann, Moore, Rangel, Stigers and Youngquist. Nays: none. Motion carried.

Motion by Stigers, second by Rangel to approve the tail gate event near the pickle ball court on October 6th and 20th. Motion carried.

Motion by Stigers, second by Moore to approve the Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer. Roll Call: Ayes: Moore, Rangel, Stigers, Youngquist, Earnest and Glinsmann. Nays: none. **(Resolution 2023-091)**

Motion by Earnest, second by Moore to approve the Resolution of Support and Financial Commitment for the Main Street Program in Washington, Iowa. Roll Call: Ayes: Rangel, Stigers, Youngquist, Earnest, Glinsmann and Moore. Nays: none. Motion carried. **(Resolution 2023-092)**

Motion by Earnest, second by Stigers to approve the quote to Core & Main for \$14,041.25 for water main pipe for the 250th Street water main extension. Motion carried. Schimberg Co also provided a quote for \$14,780.51.

Motion by Glinsmann, second by Stigers to approve the Biosolids Land Application bid to Premier Pumping LLC for \$0.037 cents per gallon for pumping of biosolids. Motion carried.

Motion by Earnest, second by Glinsmann to approve Change Order No. 2 for the Water Main Improvement Project to Cornerstone Excavating, Inc., \$20,498.68 deduction. Motion carried.

Motion by Stigers, second by Moore to approve Pay App No. 4 for the Water Main Improvement Project to Cornerstone Excavating, Inc., for \$329,157.76. Motion carried.

Motion by Moore, second by Glinsmann to approve the Major Site Plan for Swaffer Welding at 1130 West Buchanan Street. Motion carried.

Motion by Earnest, second by Rangel to advertise to sell the Barthalow farmhouse for \$1 with the stipulation that the house is to be relocated. Motion carried.

Motion by Stigers, second by Earnest to contact a scrap person about the Silo. Motion carried.

Department reports were presented.

Motion by Glinsmann, second by Stigers that the Regular Session held at 6:00 p.m., Tuesday, October 3, 2023, is adjourned at 6:48 p.m. Motion passed unanimously.

Deanna McCusker, City Administrator

INVOICE

INV88077

IMWCA

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

DATE

10/1/2023

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	INSTALL4	Installment 4 - Work Comp Prem 23-24			8,393.00	\$8,393.00
This invoice is due by November 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	\$8,393.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$8,393.00

Deluxe For Business 1-800-225-6380

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/CMA

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

VIA ARCHITECT: FERN DESIGN
604 East Grand Avenue
Des Moines, Iowa 50309

CONTRACTOR: Reed Construction LLC
2317 Grant Street
Bettendorf, Iowa 52722

MAILING ADDRESS: PO Box 473, DeWitt, Iowa 52742

PROJECT: Washington Public Library Makerspace

APPLICATION NUMBER: 1
PERIOD TO: 10/02/23
PROJECT NOS.: 2023202

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

CONTRACT DATE: 09/05/23

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1 ORIGINAL CONTRACT SUM \$400,360.00

2 Net Change By Change Orders..... \$0.00

3 CONTRACT SUM TO DATE (Line 1 +2)..... \$ 400,360.00

4 TOTAL COMPLETED & STORED TO DATE..... \$50,787.50
(Column G on G703)

5 RETAINAGE: \$2,539.38
a. 5% % of Completed Work (Columns D & E on G703)
b. 0% % of Stored Material (Column F on G703)
Total Retainage (Line 5a + 5b or Total in Column I of G703) \$2,539.38

6 TOTAL EARNED LESS RETAINAGE..... \$48,248.13
(Line 4 less Line 5 Total)

7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$0.00

8 CURRENT PAYMENT DUE \$48,248.13

9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 352,111.87

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

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

CONTRACTOR: Reed Construction LLC

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the documents to which this certificate is attached and not the truthfulness, accuracy, or validity of that document.

By: [Signature] County of: Clinton Date: 10/02/23
State of: Iowa
Subscribed and sworn before me on this 2nd day of October, 2023 by Brandon Reed proved to me on the basis of satisfactory evidence to be the person who appeared before me.

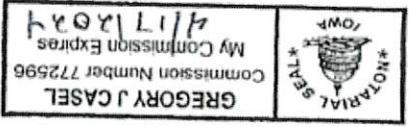
Notary: [Signature] My Commission Expires: 4/17/2024

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED..... \$ 48,248.13

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



ARCHITECT: [Signature] Date: 10.03.2023

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

CONTINUATION SHEET - Schedule of Values

AIA DOCUMENT G703

PAGE - 2 OF 2

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use column 1 on Contracts where variable retaining for line items may apply.

APPLICATION NO: 1
 APPLICATION DATE: 10/02/23
 PERIOD TO: 10/02/23
 ARCHITECT'S PROJECT: NO: 2023202

ITEM NO	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+H)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1	01-00 General Conditions	\$91,340.00	\$0.00	\$22,835.00		\$22,835.00	25%	\$68,505.00	\$1,141.75
2	02-419 Selective Demo	\$13,012.00	\$0.00	\$13,012.00		\$13,012.00	100%	\$0.00	\$650.60
3	06-1053 Backing	\$500.00	\$0.00	\$0.00		\$0.00		\$500.00	\$0.00
4	06-4116 Cabinet	\$8,923.00	\$0.00	\$0.00		\$0.00		\$8,923.00	\$0.00
5	06-4116 Labor	\$2,779.00	\$0.00	\$0.00		\$0.00		\$2,779.00	\$0.00
6	07-2100 Insulation Material	\$1,500.00	\$0.00	\$1,500.00		\$1,500.00	100%	\$0.00	\$75.00
7	07-2100 Insulation Labor	\$1,500.00	\$0.00	\$0.00		\$0.00		\$1,500.00	\$0.00
8	08-1113-1416-7100 Door Material	\$9,974.00	\$0.00	\$0.00		\$0.00		\$9,974.00	\$0.00
9	08-1113-1416-7100 Door Labor	\$6,875.00	\$0.00	\$0.00		\$0.00		\$6,875.00	\$0.00
10	08-4113-4413-8000 Glazing/ASF Material	\$10,698.00	\$0.00	\$0.00		\$0.00		\$10,698.00	\$0.00
11	08-4113-4413-8000 Labor	\$10,698.00	\$0.00	\$0.00		\$0.00		\$10,698.00	\$0.00
12	09-2216-2900 Framing/Drywall Material	\$10,050.00	\$0.00	\$7,537.50		\$7,537.50	75%	\$2,512.50	\$376.88
13	09-2216-2900 Framing/Drywall Labor	\$23,610.00	\$0.00	\$5,903.00		\$5,903.00	25%	\$17,707.00	\$295.15
14	09-6513-6519-6813 Flooring	\$21,922.00	\$0.00	\$0.00		\$0.00		\$21,922.00	\$0.00
15	09-5113/10-1124 Ceiling/ Sound Panels	\$3,562.00	\$0.00	\$0.00		\$0.00		\$3,562.00	\$0.00
16	09-5113/10-1124 Labor	\$3,562.00	\$0.00	\$0.00		\$0.00		\$3,562.00	\$0.00
17	09-9123 Paint	\$9,974.00	\$0.00	\$0.00		\$0.00		\$9,974.00	\$0.00
18	10-1400 Signage	\$2,140.00	\$0.00	\$0.00		\$0.00		\$2,140.00	\$0.00
19	11-5213 Green Screen	\$800.00	\$0.00	\$0.00		\$0.00		\$800.00	\$0.00
20	12-3661 Stone Tops	\$1,500.00	\$0.00	\$0.00		\$0.00		\$1,500.00	\$0.00
21	21-0517-0518-0553-1313 Fire Suppression	\$4,633.00	\$0.00	\$0.00		\$0.00		\$4,633.00	\$0.00
22	21-0517-0518-0553-1313 Fire Suppression Labor	\$4,632.00	\$0.00	\$0.00		\$0.00		\$4,632.00	\$0.00
23	22-0000 Plumbing Material	\$4,100.00	\$0.00	\$0.00		\$0.00		\$4,100.00	\$0.00
24	22-0000 Plumbing Labor	\$4,100.00	\$0.00	\$0.00		\$0.00		\$4,100.00	\$0.00
25	23-0000 HVAC Material	\$14,985.00	\$0.00	\$0.00		\$0.00		\$14,985.00	\$0.00
26	23-0000 HVAC Labor	\$14,985.00	\$0.00	\$0.00		\$0.00		\$14,985.00	\$0.00
27	26-000027-000028-0000 Electrical/Comms/SS	\$59,003.00	\$0.00	\$0.00		\$0.00		\$59,003.00	\$0.00
28	26-000027-000028-0000 Labor	\$59,003.00	\$0.00	\$0.00		\$0.00		\$59,003.00	\$0.00
29			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
30			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
31			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
32			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
33			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
34			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
35			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
36			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
37			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
38			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
SUB TOTALS:		\$400,360.00	\$0.00	\$50,787.50	\$0.00	\$50,787.50	13%	\$349,572.50	\$2,539.38
Change Orders			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
CHANGE ORDER TOTALS:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00
GRAND TOTALS		\$400,360.00	\$0.00	\$50,787.50	\$0.00	\$50,787.50	13%	\$349,572.50	\$2,539.38



FOX Strand
414 South 17th Street, Suite 107
Ames, IA 50010-8106
(515) 233-0000

Invoice

Deanna McCusker
City Administrator
City of Washington
City Hall
215 East Washington Street
Washington, IA 52353

September 12, 2023
Project No: 7046.026
Invoice No: 0201342

Professional Services: August 1, 2023 through August 31, 2023

Project	7046.026	East Interceptor & IRE Consultation	
	Total Labor		1,157.75
		Total this Invoice	\$1,157.75

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000



FOX Strand
 414 South 17th Street, Suite 107
 Ames, IA 50010-8106
 (515) 233-0000

Invoice

Deanna McCusker
 City Administrator
 City of Washington
 City Hall
 215 East Washington Street
 Washington, IA 52353

September 14, 2023
 Project No: 7046.024
 Invoice No: 0202078

Professional Services: August 1, 2023 through August 31, 2023

Project	7046.024	Nutrient Reduction Feasibility Study	
Fee			
Total Fee		22,500.00	
Percent Complete	50.00	Total Earned	11,250.00
		Previous Fee Billing	0.00
		Current Fee Billing	11,250.00
		Total Fee	11,250.00
		Total this Invoice	\$11,250.00

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000



FOX Strand
 414 South 17th Street, Suite 107
 Ames, IA 50010-8106
 (515) 233-0000

Invoice

Deanna McCusker
 City Administrator
 City of Washington
 City Hall
 215 East Washington Street
 Washington, IA 52353

September 13, 2023
 Project No: 7046.011
 Invoice No: 0201703

Professional Services: August 1, 2023 through August 31, 2023

Project	7046.011	2021 Washington Water Main Improvements - Final Design	
Fee			
Total Fee		74,100.00	
Percent Complete		100.00	
		Total Earned	74,100.00
		Previous Fee Billing	74,100.00
		Current Fee Billing	0.00
		Total Fee	0.00
		Total this Project	0.00

Project	7046.012	2021 Washington Water Main Improvements - CDBG Grant Additional Services	
		Total this Project	0.00

Project	7046.013	2021 Washington Water Main Improvements- Permitting	
		Total this Project	0.00

Project	7046.014	2021 Washington Water Main Improvements - Bidding	
Fee			
Total Fee		8,600.00	
Percent Complete		100.00	
		Total Earned	8,600.00
		Previous Fee Billing	8,600.00
		Current Fee Billing	0.00
		Total Fee	0.00
		Total this Project	0.00

Project	7046.015	2021 Washington Water Main Improvements - Easements		
			Total this Project	0.00

Project	7046.016	2021 Washington Water Main Improvements - Property Survey		
Fee				
Total Fee		14,000.00		
Percent Complete		100.00	Total Earned	14,000.00
			Previous Fee Billing	14,000.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Project	0.00

Project	7046.017	2021 Washington Water Main Improvements - Topographic Survey		
Fee				
Total Fee		21,700.00		
Percent Complete		100.00	Total Earned	21,700.00
			Previous Fee Billing	21,700.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Project	0.00

Project	7046.018	2021 Washington Water Main Improvements - Construction Administration		
Fee				
Total Fee		69,200.00		
Percent Complete		49.00	Total Earned	33,908.00
			Previous Fee Billing	30,448.00
			Current Fee Billing	3,460.00
			Total Fee	3,460.00
			Total this Project	\$3,460.00

Project	7046.019	2021 Washington Water Main Improvements - Post Construction/Record Drawings		
Fee				
Total Fee		7,600.00		
Percent Complete		0.00	Total Earned	0.00
			Previous Fee Billing	0.00
			Current Fee Billing	0.00

Project	7046.011	Washington Water Main - Final Design	Invoice	0201703
Total Fee				0.00
Total this Project				0.00

Project	7046.020	2021 Washington Water Main Improvements - Construction Staking		
Total this Project				0.00
Total this Invoice				\$3,460.00

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: FOX Strand 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000

Millie Youngquist, Mayor Pro Tem
Deanna McCusker, City Administrator
Kelsey Brown, Finance Director
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
October 17, 2023

Project Updates:

West Buchanan Street Project: Working through some reports to the DOT for the project.

East Adams: Seeding has been done. We are waiting until spring to accept the project to make sure the grass is growing.

Water Main: Water main has been installed all the way to C Ave. Pressure and bacteria testing is getting done. As soon the results come back ok, they will start connecting service lines to the new main. This is all that was included in Phase 1. When this is all done we will assess the weather and timing to see if we continue into Phase 2. If timing and weather conditions do not allow to continue, Phase 2 will be done in the spring.

This week:

Department Head one on ones

Meeting to review the website agreement and discuss who pays what

Insurance renewal zoom meeting

Meeting to discuss Pipetech software and updates

Meeting to discuss Cross Connection Control Plan – We will be working with John Lins from Iowa Rural Water on putting together an ordinance for this. This is provided free of charge.

Nuisance Meeting

Prepared for City Council meeting

Next week:

Work on survey with Mikayla for Great Places

Main Street meeting

Meet to review what needs to be done at the culvert on S Ave E

Council meeting

Council one on one

Department Head one on one

Water Main Project progress meeting

Zoom meeting regarding STBG grant

Housing Initiative

WEDG Meeting

Main Street Mingle

Seeding on S 12th got done on Thursday. The brick area by the ADA dome near the library was stained. We have received over 20 applications for the city clerk position. Dealt with phone calls and emails related to the garbage not getting picked up due to their staff shortages. Working on RFP for garbage hauler. Put agenda together for the council meeting and worked on getting packet ready. Assisted Isabella with applying for an emergency catalyst grant preapplication for the building at 217 W. Main. Started reviewing information to do the Urban Renewal report and TIF certification report.

MAINTENANCE & CONSTRUCTION DEPT. REPORT

9-16-23/9-29-23

STREETS: Personnel poured 11 yards of concrete on South Ave C plus another 9 yards in the same area on South Ave C. The street sweeper made its way around town as well as sweeping all the leftover chips up on the seal coat streets that were done this past summer.

WATER DISTRIBUTION: Personnel located water shut offs for non payment and actually shut off 16 services for nonpayment the following week.

SEWER COLLECTION: Personnel checked on a sewer issue located at 910 East Madison to find the City sewer was ok. Personnel raised a sanitary manhole to grade in the Augusta Blvd. Personnel investigated a sink hole between 421 & 427 East Madison St, finding an issue that is the property owner's responsibility.

STORM SEWER COLLECTION: Personnel N/A (NO RAIN)

MECHANIC/SHOP: Personnel serviced FD #4, Kubota, FD #5 (and the Briggs engine), WWTP Truck, Dodge Tonner (new radio and antenna installed), PD 306 (front brake pads and rotors), PD Chief's vehicle, FD Tanker #2 as well as the small engine, Street sweeper (new main broom install) and Leaf vac (replaced discharge tube).

OTHER: Personnel responded to 49 One Call Locates. Yard waste and brush pick up continued. Personnel hauled spoil away from the shop. Personnel loaded scrap metal in a dumpster for Mt Pleasant scrap yard. Jay Quigley's last day was Sep 29, 2023 .



Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

Phone: 319-653-2256 Dispatch: 319-653-2107

Activity Report September 2023

Rhonda Hill
Administrative Assistant

Lyle Hansen
Lieutenant

Shamus Altenhofen
Lieutenant

Jason Chalupa
Sergeant

Benjamin Altenhofen
Sergeant

Brian VanWilligen
Investigator

Eric Kephart
K-9 Handler

Seth Adam
Police Officer

Mia Brdecka
Police Officer

Colton Schneider
Police Officer

Devin Fraise
Police Officer

September was a busy month with officers making 35 arrests and filing more than 40 criminal complaints with the court. Their teamwork resulted in the closure of several theft, fraud and burglary cases and the recovery of thousands of dollars' worth of stolen property.

Sergeant Altenhofen, Sergeant Chalupa, Officer Brdecka, Officer Schneider and Chief Lester travelled to Algona to attend the funeral and pay our respects to fallen Officer Kevin Cram and his family.


Lieutenant Altenhofen and Chief Lester attended a Rural/Small Agency administration conference at DMACC. Investigator VanWilligen attended Human Trafficking training and Officer Brdecka and Officer Schneider completed their patrol rifle training and qualification course.

Sergeant Altenhofen assisted St. James Elementary School with their preparedness drills.

All officers completed their annual Conducted Energy Device (Taser) and firearms qualifications and attended a training session on the new Mobile Crisis Response Team available to assist with mental health crises in Washington County.

We are currently accepting applications for one open position.

Respectfully submitted,



Jim Lester
Chief of Police

Washington Police Department

215 East Washington Street

Washington, Iowa 52353

Phone: 319-653-2256 Dispatch: 319-653-2107

2023 Activity & Offense Report For the Month of: September

ACTIVITY	Previous Month	Current Month	Year – to – Date
Calls For Service	469	439	3691
Animal Calls	37	23	192
Traffic Citations / Warnings	16	24	192
Parking Tickets	14	10	85
Golf Cart Registrations	0	0	19
Vehicle Unlocks	32	24	229
Arrest Warrants Served	7	11	69
Search Warrants Served	0	2	12
Mental Health Crisis	16	16	149
Traffic Stops	48	56	417
Traffic Accidents	12	17	141
Arrests	24	35	239
Reportable Offenses	43	55	482
Assault	3	3	48
Burglary	3	5	26
Burglary to Motor Vehicle	2	1	22
Domestic Assault	1	1	10
No Contact Order Violation	2	3	14
Criminal Mischief/Vandalism	9	8	57
Drunkenness (Intoxication)	4	5	18
Driving Intoxicated (OWI)	3	2	15
Drug Offense	1	1	16
Drug Paraphernalia	1	1	5
Harassment/Intimidation	1	0	17
Sex Offense	1	0	7
Theft (Includes Shoplifting)	7	11	99
Trespass	1	1	9
Weapons Violation	0	0	3

This chart indicates a summary of the activity and offenses the Washington Police Department responded to during the reporting period. Some activity/offense types have been combined to simplify reporting. It should be noted an offense does not always result in an arrest. Calls for service do not always include return phone calls, assistance to other agencies and instances where officers are approached while on patrol for minor issues or requests for assistance.

Washington Fire Department
215 East Washington Street
Washington, Iowa 52353
(319) 653-2239 Phone
(319) 653-5273 Fax
www.washingtoniowa.gov



Brendan DeLong- Fire Chief
Bill Hartsock- 1st Asst Fire Chief
Jim Williams- 2nd Asst Fire Chief
Carrie Ornduff- Asst Chief of EMS

September 2023 Activity Report

Structure fires- 3
Vehicle Fires – 0
Weather related- 0
Mutual aid assists- 4
Hazardous Incidents- 0
Grass fires- 1
Investigate/good intent- 4
Rescue/accidents- 5
Medical- 73

September calls for service- 90

EMS Continues to be busy with 73 calls for service in September. We had a report of 3 structure fires in September. One was a chair on fire in a garage, that easily could have spread. Crews were able to extinguish this quickly and the damage was minimal. The other two were minor – and fires were put out quickly, which minimized the damage also. We responded to 5 vehicle accidents in September. A couple of these were significant, and one resulted in a fatality on Labor Day. WAFD responded to 4 mutual aid requests from surrounding departments. One was a structure fire with Wellman Fire. Crews did an awesome job on all these calls.

September training was on September 27th. We had PRI rescue come down and instruct on bus extrication and rescue scenarios. PRI is a free service and is paid for by the State of Iowa. Thanks to the Washington School District for providing us with an old bus that we were able to practice cutting and extricating victims with. We had nearly every member in attendance, including our EMS crews.

I attended numerous staff meetings and fire meetings. I attended the Washington County Fire Association bi-monthly meeting, which was held at our fire station. Full time staff continues to be busy responding to EMS & fire calls, fire inspections, rental inspections, and normal duties around the fire station. We welcomed a new EMT to our service. His name is Nick Smith, and he is a certified EMT from Hills, IA. He recently moved to Washington. We are excited to have him!

We are still looking for EMS medical members to join our EMS unit. Please send them to the fire department if they wish to apply.

We are here and ready to respond.

A handwritten signature in black ink, appearing to read "B DeLong", written over a white background.

Brendan S. DeLong
Fire Chief
Washington Fire Department

January – Sept 2023 Calls for service

Fire/Rescue calls - 135
Medical calls – 630
Total calls – 765

**WWTP report
October 17th, 2023
Council meeting**

- **After hour alarm and dog call outs** –
10-7-23 Dog call to the new YMCA @ 7:50p.m. Parker
- **Dept Head meetings** –October 3rd,10th
- **Hydrogen Sulfide Gas**- We continue to have meetings and conference calls with IRE, NELCO,Fox eng., and City staff to resolve the issue. We did get four more hydrogen sulfide monitors for a total of seven. We have the monitors spread through the sewer system from IRE to the WWTP. We get readings from the monitors once a week, share and go over the information with everyone.
- **WWTP New Employee**-We hired a new employee, Andrew Custer, he started October 9th
- **SBR basin #1**- We took #1 out of service for diffuser and decanter maintenance, and is now back in service.
- **Bio-solids 2023**-We have been doing extra sludge sampling and testing in preparation for land application. I have been in contact with land owners and have done some soil testing before we begin. We hope to begin within a week of this report.
- **Fall Clean Up**-Fall clean up will be held at the WWTP on October 21st. We will have some preparation and set up time a couple of days prior.
- **WWTP September 2023, Discharge Monitoring Report (DMR)** – Average daily flow **.987 million gallons (mg)**, maximum daily flow **1.768 mg**, minimum daily flow **.760 mg**. There were **zero (0)** violations of the WWTP’s NPDES discharge permit. Total precipitation for September = **>1.12”** (recorded at the WWTP).

CBOD5 removal 85% required	result = 93.1 %
Influent CBOD5 monthly total =	886.8 mg/L
Effluent CBOD5 monthly total =	60.51 mg/L

TSS removal 85% required	result =93.5%
Influent TSS monthly total =	1600 mg/L
Effluent TSS monthly total =	102.54 mg/L

The Plant is Required 85% removal of both CBOD a TSS.

***Due to all Effluent samples being under detection levels the results are counted as 0**

**Jason Whisler
10/12/2023 2:00 P.M.**



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: Eaton Good Kettlecorn / Choctober Fest
Coordinator: Washington Chamber
Contact Number: 319-591-1231
Email Address: eatongoodkettlecorn@gmail.com

2. EVENT INFORMATION

Event Description: CHOCTOBER FEST SET UP AT PURPOSEFULLY YOU.

Days/Dates of Event: Thurs. Oct 19, 2023

Time(s) of Event: (Include Set Up/Tear Down Time) 3:00-8:30pm

Event Location: Purposefully You

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: _____

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

Other Requests

_____ Temporarily park in a "No Parking" area
location: _____

_____ Use of City Park (specify park :
Electrical Needs: _____

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

_____ Fireworks (specify location :)

_____ Use of gators/UTV/ATV on City streets

_____ Parade (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

Other (please specify :)
parking spots

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Emergency "No Parking" Signs

Traffic cones

_____ Picnic Tables

_____ Yield signs for crosswalks

_____ Garbage/Recycling Barrels

_____ Street Sweeping following (parades)

_____ Other (please specify :)

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

_____ Amplified Sound/Speaker System

_____ Public Address System

_____ Recorded/Live Music

_____ 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: _____

Phone: _____

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

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.

Megan Eaton 10/9/23
 Applicant/Sponsor Signature Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.		
<u>10/9/23</u>	City Clerk (Liquor Licenses)	Sally Y. Hart 319-653-6584 ext 131	sallyhart@washingtioniowa.gov
	Comments/Restrictions:		
<u>10/12/23</u>	Police Chief	Jim Lester 319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:		
<u>10/12/23</u>	Fire Chief	Brendan DeLong 319-461-3796	bdelong@washingtioniowa.gov
	Comments/Restrictions:		
<u>10/12/23</u>	Streets	JJ Bell 319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:		
<u>10/12/23</u>	Parks	Nick Pacha 319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:		
<u>10/12/23</u>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us		
	Comments/Restrictions:		

CITY COUNCIL APPROVAL

Deanna McHugh _____ Approved: _____ Denied: _____
 City Clerk Signature Date of Action

CONDITIONS IMPOSED:

Purposefully You Boutique and Home formerly RePurpose it



4-5 parking spots in the lot



24 photos

Purposefully You Boutique and Home formerly RePurpose it

4.9 ★★★★★ (19)
Boutique

[Overview](#)

[Reviews](#)

[About](#)

Washington Fire Department
Brendan Delong, Fire Chief
215 East Washington Street
Washington, Iowa 52353
(319) 653-2239 Phone
firedept@washingtioniowa.gov



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

Mobile Food Vehicle Fire Safety Inspection

Name Clay Eaton Inspection Date 3/27/23

Business Name Eaton Good Kettle K Phone Number 319-591-1231

Type I Hood with fire suppression Yes/No/ NA (CIRCLE ONE) Hood Clean? Yes/No/ NA (CIRCLE ONE)

Class K Fire Ext. Yes/No/NA (CIRCLE ONE) 2A:10BC(min.) Fire Ext. Yes/ No (CIRCLE ONE)

Service/Inspection Tags: Hood X (DATE) Suppression System X (DATE)

Class K 3/23 (DATE) 2A:10BC X (DATE) Other 49:80BC 3/23 (DATE)

Gas Type: (CIRCLE ONE) LP (Propane) CNG (Compressed Natural Gas) must comply with NFPA 52

Tank size 40 lbs. No. of Tanks 2 200 lbs. propane aggregate (max)

Gas Tanks Fully Restrained/Protected Yes/No (CIRCLE ONE)

Piping/Connections Secured/Protected Yes/No (CIRCLE ONE) NA

Cooking Appliances secured in place? Yes/No (CIRCLE ONE) Travel only

Carbon Monoxide detector installed Yes/No (CIRCLE ONE) Manufacture Date 2023

Generator: Make n/a Output n/a kw Free from defects? Yes / No (CIRCLE ONE)

Inspector Mark Cherswell Inspector Signature [Signature]

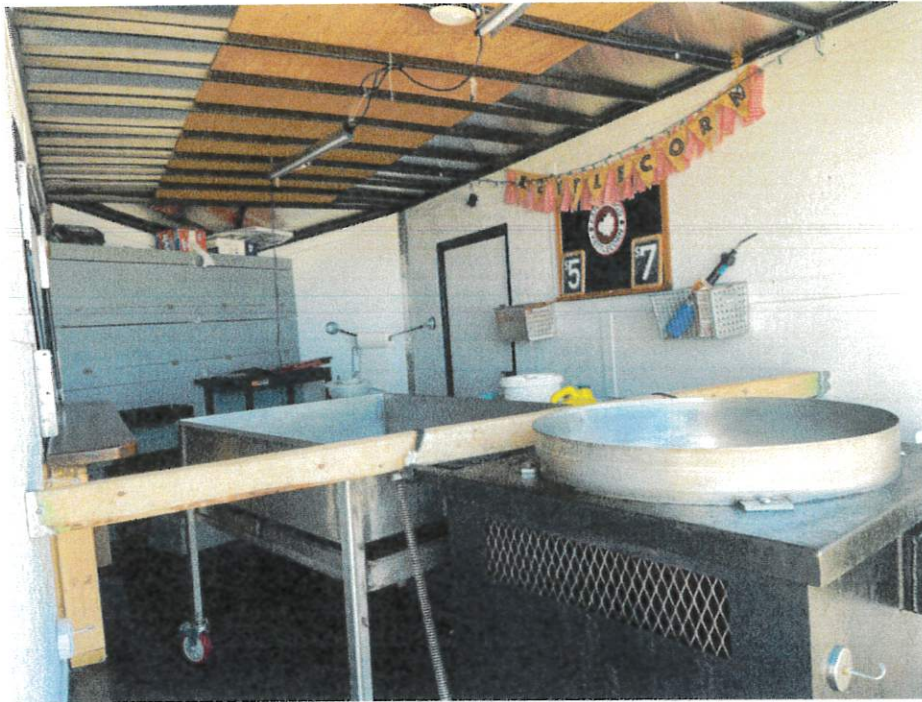
Fire Chief Brendan Delong Signature [Signature] Date 3-27-23

Fire Safety Inspection

Violations found? YES/NO (CIRCLE ONE)

Description of code violations _____

Additional Comments _____



POST IN CONSPICUOUS PLACE

NONTRANSFERABLE

STATE OF IOWA
DEPARTMENT OF INSPECTIONS AND APPEALS
FOOD AND CONSUMER SAFETY BUREAU

FEE \$ 200.00 ANNUAL TEMPORARY EVENT LICENSE No.227099

EATON GOOD KETTLECORN AT9223-004
Eaton Good Kettlecorn
2261 NUTMEG AVE
WASHINGTON, IA 52353

THE AFORESAID, HAVING DEPOSITED THE REQUIRED FEE, IS HEREBY GRANTED THE ABOVE LICENSE PURSUANT TO CHAPTER 137F, CODE OF IOWA. THIS LICENSE SHALL REMAIN IN FULL FORCE FROM THE DATE OF ISSUE UNTIL ITS EXPIRATION DATE, UNLESS REVOKED OR SUSPENDED FOR CAUSE BY THE DIRECTOR OF INSPECTIONS AND APPEALS FOR NONCOMPLIANCE WITH CHAPTER 137F, CODE OF IOWA OR RULES PROMULGATED PURSUANT THERETO.

- LICENSE FOR FOLLOWING LOCATION -

ANNUAL TEMPORARY EVENT
LICENSE

DATE OF ISSUE Mar 30, 2023
EXPIRATION DATE **Mar 22, 2024**



DIRECTOR



This license is issued by:
WASHINGTON COUNTY
ENVIRONMENTAL HEALTH
222 W MAIN STREET
WASHINGTON, IA 52353
Phone: (319) 653-7782
Email: jtaylor@co.washington.ia.us
Web Site: food.iowa.gov

**THIS LICENSE MUST
BE POSTED AT
PHYSICAL LOCATION**

INSURED: TIMOTHY TROTMAN

ADDRESS: 2209 230TH ST
 WASHINGTON IA 52353-9270

POLICY NUMBER 194607-39464342-23
 Company Use 39-46-1A-1908
Policy Term
 12:01 a.m. to 12:01 a.m.
 08-13-2023 to 08-13-2024

In consideration of payment of the premium shown below, this policy is renewed. Please attach this Declarations and attachments to your policy. If you have any questions, please consult with your agent. 55039 (11-87)

COMMON POLICY INFORMATION

Business Description: Kettle Corn Sales
Entity: Individual
Program: Mercantile

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PART(S):		
COMMERCIAL GENERAL LIABILITY COVERAGE		PREMIUM \$34.00
MINIMUM PREMIUM ADJUSTMENT (GL)		\$285.00
COMMERCIAL INLAND MARINE COVERAGE		\$150.00
MINIMUM PREMIUM ADJUSTMENT (IM)		\$10.00
TOTAL		\$479.00

THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

Premium shown above for commercial general liability coverage is an advanced premium deposit and may be subject to audit.

Forms that apply to all coverage part(s) shown above (except garage liability, dealer's blanket, commercial automobile, if applicable):
 II0017 (11-85) 55001 (07-12) 59392 (11-20) 59349 (10-03)
 A 04% Cumulative Multi-Policy Discount applies. Supporting policies are marked with an (X):
 Comm Umb() Comm Auto() WC() Life() Personal(X) Farm(X).
 A merit rating plan factor of 0.95 applies.

Countersigned By: _____

Proclamation
Domestic Violence Awareness Month
October 2023

- Whereas,** domestic abuse, dating abuse, and stalking affects women, children, and men of all racial, cultural, and economic backgrounds, causing long-term physical, psychological, and emotional harm; and
- Whereas,** one in three Americans has witnessed an incident of domestic violence; and
- Whereas,** children who experience domestic abuse are at a higher risk for failure in school, mental illness, substance abuse, suicide, and may choose violence as a way to solve problems later in life; and
- Whereas,** domestic abuse in rural communities exists as a hidden, silent, and often unrecognized crime that is often underreported; and
- Whereas,** through the inspiration, courage, and persistence of victims of domestic abuse, their children, and advocates, our communities are learning to recognize the impact of violence in the home and within intimate relationships; and
- Whereas,** the Domestic Violence Intervention Program has worked to end violence and abuse in intimate relationships for more than 43 years through the collaborative partnerships of advocates, volunteers, local municipalities, criminal justice, health and human services, faith communities, business leaders, and private citizens; and
- Whereas,** our community's achievements should be commended and we must continue our commitment to respect and support victims of domestic abuse and to prevent future violence in our community.

Now, therefore, be it resolved that we, the City Council of the City of Washington, Iowa, do hereby proclaim the month of October 2023 to be:

Domestic Violence Awareness Month

in Washington, Iowa, and urge all people to work together to eliminate domestic violence, dating violence, and stalking from our community.

Signed this 17th day of October 2023, in Washington, Iowa.

Signature of Deputy City Clerk
Washington, Iowa



HOTLINE: 1.800.373.1043

FACTS & STATS

FOR
FY23

Domestic Violence Intervention Program

WHO WE ARE

The Domestic Violence Intervention Program (DVIP) provides comprehensive services to victim-survivors of intimate partner violence. For over 43 years, we have offered support, resources, and safety to individuals in our eight-county service region.

WHAT WE OFFER

- 24/7/365 emergency shelter in Johnson County
- 24/7/365 emergency hotline
- Safety planning
- Mobile advocacy
- Trauma-informed, 1:1 counseling
- Youth services
- And more

NUMBERS BY WASHINGTON COUNTY

Individuals served total: 112
Services provided: 871
Hours of service provided: 1201

SAFE PET PROGRAM

DVIP offers emergency shelter, vet care, and foster care for the pets of victim/survivors. We serve 20 pets per year in Cooper's House, the kennel space in our shelter.

94% of clients reported feeling safer after working with DVIP

DVIP served 2,452 individuals across 8 counties

DVIP provided 18,131 nights of safety

 @dviowa

 facebook.com/iowadvip



EVENTS



Domestic Violence Awareness Month

CITY & COUNTY PROCLAMATIONS

Every year, DVIP declares October to be Domestic Violence Awareness Month (DVAM). Our staff attends city council meetings and board of supervisor meetings to thank those who support our work in the communities we serve.

WEAR PURPLE DAY

Join us on October 20th in wearing PURPLE to support Victims/Survivors. Purple is the national color used to represent those most vulnerable in our communities. Be sure to share your photos with us on social media & use to hashtag #PurpleForAPurpose

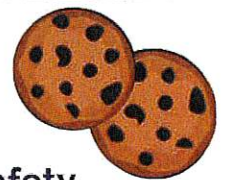


SHOP FOR SAFETY

Every October DVIP hosts our annual Shop for Safety. DVIP collects nearly 6 months worth of goods for victim-survivors with the support of the community. This year, the 9th annual event, will be held at local grocery stores on October 4th!

SWEETS FOR SAFETY

Come celebrate the amazing support DVIP and victim-survivors receive from our public safety officials in all 8 of our service counties: From EMTs, to firefighters, and police and sheriff's departments, To donate baked goods, please contact 319-359-9353.



**SCAN FOR
VOLUNTEER &
DONATION
INFO**

**SCAN FOR
THE FULL
CALENDAR OF
DVAM EVENTS**



CITY OF WASHINGTON, IOWA
CLAIMS REPORT
OCTOBER 17, 2023

POLICE	ACE-N-MORE	SUPPLIES	0.92	'0
	COBB OIL CO, INC.	FUEL	1,899.11	:1
	CRITICAL HIRE	APPLICATION TESTING	100.00	11
	FRAISE, DEVIN	MILEAGE REIMBURSEMENT	238.42	'2
	HANSEN, LYLE	SUPL REIMBURSEMENT	12.75	12
	KCTC	PHONE & INTERNET	232.70	16
	MOORE'S BP AMOCO, INC.	ESCAPE/CAVALIER TOW/STORAGE	500.00	10
	RANGEMASTERS TRAINING CENTER	BOOTS AND EQUIPMENT	3,616.55	'8
	SLEEP INN & SUITES	CONFERENCE AND LODGING	358.40	57
	VERIZON WIRELESS	WIRELESS SERVICE	964.96	32
		TOTAL	7,923.81	38
				71
	FIRE	424 WARNING SYSTEMS LLC	INSTALL LIGHTS	1,280.00
ALL AMERICAN PEST CONTROL		PEST CONTROL	32.50	42
AMAZON CAPITAL SERVICES		E-1 LIGHT	20.55	'28
AMERICAN TEST CENTER, INC		LADDER TESTING	708.00	
ARNOLD MOTOR SUPPLY		PARTS	284.43	56
CDW GOVERNMENT		SHREDDER	405.97	50
COBB OIL CO, INC.		FUEL	328.42	43
GALLS LLC		UNIFORMS	212.46	46
KCTC		PHONE & INTERNET	189.19	79
O'REILLY AUTOMOTIVE INC		FUEL AND WATER SEP	16.68	00
RELIANT FIRE APPARATUS		AERIAL PLATFORM	22,602.76	00
VERIZON WIRELESS		WIRELESS SERVICE	120.03	00
		TOTAL	26,200.99	00
				83
				50
ANIMAL CONTROL	CLERK OF COURT	DISMISSED COURT COSTS	60.00	42
		TOTAL	60.00	85
				00
			51	
DEVELOPMENT SERVICES	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	40.00	'85
	IWORQ	SOFTWARE MGMT & SUPPORT	2,500.00	
	VERIZON WIRELESS	WIRELESS SERVICE	179.27	.95
	WASHINGTON DISCOUNT TIRE	REPLACE FRONT SENSORS	169.52	.00
		TOTAL	2,888.79	.00
			.08	
LIBRARY	ALL AMERICAN PEST CONTROL	PEST CONTROL	40.00	.42
	ACE-N-MORE	JANITORIAL SUPPLIES	136.04	.97
	ALLIANT ENERGY	ALLIANT ENERGY	1,952.93	.00
	AMAZON CAPITAL SERVICES	LIBRARY MATERIALS	445.61	.56
	BAKER & TAYLOR	LIBRARY MATERIALS	1,565.09	'98
	CITY DIRECTORY INC.	LIBRARY MATERIALS	130.25	
	KCII	PROGRAM PROMOTION	106.08	.33
	KCTC	SERVICE CALL/VOIP PHONES	2,980.26	.00
	LOEB, JENNIFER	PROGRAM HONORARIUM	275.00	.70
	MCCANN, LINDA	PROGRAM	125.00	.38
	UNITED LABORATORIES	DRAIN TREATMENT	170.42	.77
	USA TODAY	SUBSCRIPTION	397.75	.00
	WHITE, ADRIAN	PROGRAM HONORARIUM	175.00	.34
		TOTAL	8,499.43	.80
			.00	
			1.36	
PARKS	ACE-N-MORE	SUPPLIES/FOUNTAIN SUPPLIES	432.26	1.94
	ALLIANT ENERGY	ALLIANT ENERGY	1,555.75	3.92
	AMAZON CAPITAL SERVICES	SUPPLIES	264.26	1.15
	BLUE MOON SATELLITES, LLC	PORTABLE TOILETS	288.00	'69
	COBB OIL CO, INC.	FUEL	623.37	
	COURTESY DOOR SALES & SER	WP ROLLUP DOOR REPAIR	175.00	
	ELECTRICAL ENGINEERING & EQUIPMENT CO	SHELTER LIGHTS	97.16	4.25

	VERIZON WIRELESS	WIRELESS SERVICE	46.42
		TOTAL	5,133.10
WATER CAPITAL PROJ	IA DEPT OF NATL RESOURCES	STORMWATER PERMIT #2	175.00
		TOTAL	175.00
SEWER PLANT	ACE-N-MORE	SUPPLIES	9.59
	ALLIANT ENERGY	ALLIANT ENERGY	486.77
	ATCO INTERNATIONAL	ENZYMES	406.50
	BOHO BAILEY	SAFETY SHIRTS	150.00
	BOUND TREE MEDICAL, LLC	DEFIB PADS	37.98
	CJ COOPER & ASSOC.	EMPLOYEE SCREENING	45.00
	COBB OIL CO, INC.	FUEL	278.06
	DETECTION INSTRUMENTS CORPORATION	H2S METER CALABRATION	364.38
	EASTERN IOWA CHIROPRACTIC CENTRE, PC	EMPLOYEE SCREENING	165.00
	EUROFINS ENVIRONMENT TESTING NC	CERTIFIED TESTING	1,684.18
	IA DEPT OF REVENUE	SALES TAX	2,337.66
	KCTC	PHONE & INTERNET	197.67
	VERIZON WIRELESS	WIRELESS SERVICE	87.48
	WINDSTREAM IOWA COMMUNICATIONS	OCTOBER SERVICE	56.97
		TOTAL	6,307.24
SEWER COLLECTION	ACE-N-MORE	SUPPLIES	36.97
	ALLIANT ENERGY	ALLIANT ENERGY	940.47
	AMAZON CAPITAL SERVICES	SUPPLIES	204.46
	COBB OIL CO, INC.	FUEL	435.15
	KCTC	PHONE & INTERNET	104.31
	VERIZON WIRELESS	WIRELESS SERVICE	84.43
		TOTAL	1,805.79
SANITATION	JOHNSON COUNTY REFUSE INC	GARBAGE AND RECYCLING	48,229.50
		SWAP OUT FEES	40.00
		TOTAL	48,269.50
SELF INSURANCE	EMPLOYEE BENEFIT SYSTEMS	ADMIN FEE	366.52
		TOTAL	366.52
		TOTAL	214,510.80

CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
SEPTEMBER 30, 2023

FUND	9/1/2023	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	9/30/2023
	BEGINNING CASH BALANCE					ENDING CASH BALANCE
001-GENERAL FUND	312,337.30	409,713.15	-	407,853.48	-	314,196.97
002-AIRPORT FUND	382,595.77	47,928.85	-	28,750.01	-	401,774.61
010-CHAMBER REIMBURSEMENT	5,559.05	20,772.76	-	21,164.77	-	5,167.04
011-MAIN STREET REIMBURSEMENT	1,153.60	4,727.35	-	5,537.42	-	343.53
012-WEDG REIMBURSEMENT	5,251.95	8,953.10	-	12,182.49	-	2,022.56
050-DOWNTOWN INCENTIVE GRANT	231,473.15	-	-	-	-	231,473.15
110-ROAD USE	621,097.89	120,994.40	-	108,217.94	-	633,874.35
112-EMPLOYEE BENEFITS	-	79,654.74	-	79,654.74	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	6,005.63	-	6,005.63	-	-
121-LOCAL OPTION SALES TAX	-	115,304.89	-	115,304.89	-	-
122-LOST DEBT SERVICE	173,360.66	(16,720.66)	-	-	-	156,640.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	152,055.98	-	-	7,489.47	-	144,566.51
125-UNIF COMM UR-NE IND	4,523.28	19,248.09	-	-	-	23,771.37
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	-	-	-	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	-	-	-	-	-	-
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	-	12,217.69	-	-	-	12,217.69
133-UNIF COMM UR-IRE	-	23,762.37	-	-	-	23,762.37
134-DOWNTOWN COMM UR	1,228.97	-	-	-	-	1,228.97
145-HOUSING REHABILITATION	54,608.32	-	-	-	-	54,608.32
146-LMI TIF SET-ASIDE	150,745.64	-	-	-	-	150,745.64
200-DEBT SERVICE	31,064.95	86,110.43	-	600.00	-	116,575.38
300-CAPITAL EQUIPMENT	572,799.55	628.50	-	715.00	-	572,713.05
301-CAPITAL PROJECTS FUND	1,294,811.15	15,802.88	-	82,521.32	-	1,228,092.71
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	588,609.77	179,756.04	-	-	-	768,365.81
308-INDUSTRIAL DEVELOPMENT	476,643.43	9,245.97	-	12,514.75	-	473,374.65
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	134,399.95	4,696.95	-	326,034.00	-	(186,937.10)
311-SIDEWALK REPAIR & REPLACE	121,142.86	-	-	12,930.00	-	108,212.86
312-TREE REMOVAL & REPLACE	20,198.59	-	-	1,700.00	-	18,498.59
315-RESIDENTIAL DEVELOPMENT	526,232.61	188.83	-	390.00	-	526,031.44
317-ARPA CAPITAL PROJECTS	881,782.67	2,821.82	-	-	-	884,604.49
325-BUILDING & FACILITY MAINT	87,560.83	-	-	-	-	87,560.83
510-MUNICIPAL BAND	8,051.96	-	-	-	-	8,051.96
520-DOG PARK	4,178.88	-	-	-	-	4,178.88
530-TREE COMMITTEE	14,584.57	-	-	1,264.16	-	13,320.41
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FORFEITURE	3,631.25	-	-	-	-	3,631.25
541-K-9 PROGRAM	1,691.41	182.74	-	135.28	-	1,738.87
545-SAFETY FUND	6,102.33	-	-	-	-	6,102.33
550-PARK GIFT	100,091.99	111.35	-	-	-	100,203.34
570-LIBRARY GIFT	462,947.61	1,115.90	-	644.58	-	463,418.93
580-CEMETERY GIFT	2,023.00	-	-	-	-	2,023.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	594,900.04	174,927.79	-	141,259.88	-	628,567.95
601-WATER DEPOSIT FUND	32,595.00	1,350.00	-	1,500.00	-	32,445.00
602-WATER SINKING	-	-	-	-	-	-
603-WATER CAPITAL PROJECTS	-	10,440.10	-	10,440.10	-	-
610-SANITARY SEWER	619,898.49	198,227.70	-	129,206.25	-	688,919.94
612-SEWER SINKING	-	-	-	-	-	-
613-SEWER CAPITAL PROJECTS	-	-	-	-	-	-
670-SANITATION	133,105.91	56,366.58	-	351.08	-	189,121.41
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	533,980.74	7,320.27	-	5,144.75	-	536,156.26
951-UNEMPLOYMENT SELF INS	76,196.82	565.55	-	-	-	76,762.37
TOTAL BALANCE	9,504,387.92	1,602,421.76	-	1,519,511.99	-	9,587,297.69

Cash in Bank - Pooled Cash

Wash St. Bank - Operating Account	3,217,662.19 (1)
Wash St. Bank - Airport Fuel Account	-
Cash in Drawer	350.00
Investment in IPAIT	583,210.32
Wash St - Farm Mgmt Acct	197,704.21
Wash St Bank - CD 1/14/2019	527,712.21
Wash St Bank - CD 08/30/2018	270,877.82
Wash St Bank - ISC Account	4,789,780.94
TOTAL CASH IN BANK	9,587,297.69

Interest Rate

0.20%
N/A
0.20%
0.65%
0.65%
4.25%

(1) Washington State Bank	3,326,824.93
Outstanding Deposits & Checks/Wages payable	(109,162.74)
	<u>3,217,662.19</u>

CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
SEPTEMBER 30, 2023

FUND	7/1/2023	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	9/30/2023
	BEGINNING CASH BALANCE					ENDING CASH BALANCE
001-GENERAL FUND	1,065,425.77	582,496.47	-	1,333,725.27	-	314,196.97
002-AIRPORT FUND	369,888.93	178,108.72	-	146,223.04	-	401,774.61
010-CHAMBER REIMBURSEMENT	10,088.48	42,092.84	-	47,014.28	-	5,167.04
011-MAIN STREET REIMBURSEMENT	-	14,182.05	-	13,838.52	-	343.53
012-WEDG REIMBURSEMENT	3,086.13	26,859.30	-	27,922.87	-	2,022.56
050-DOWNTOWN INCENTIVE GRANT	231,473.15	-	-	-	-	231,473.15
110-ROAD USE	687,333.66	286,724.94	-	340,184.25	-	633,874.35
112-EMPLOYEE BENEFITS	-	93,205.36	-	93,205.36	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	7,053.96	-	7,053.96	-	-
121-LOCAL OPTION SALES TAX	-	346,452.44	-	346,452.44	-	-
122-LOST DEBT SERVICE	-	156,640.00	-	-	-	156,640.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	147,401.86	21,331.08	-	24,166.43	-	144,566.51
125-UNIF COMM UR-NE IND	-	23,771.37	-	-	-	23,771.37
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	-	-	-	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	-	-	-	-	-	-
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	-	12,217.69	-	-	-	12,217.69
133-UNIF COMM UR-IRE	-	23,762.37	-	-	-	23,762.37
134-DOWNTOWN COMM UR	-	1,228.97	-	-	-	1,228.97
145-HOUSING REHABILITATION	54,710.32	-	-	102.00	-	54,608.32
146-LMI TIF SET-ASIDE	150,745.64	-	-	-	-	150,745.64
200-DEBT SERVICE	16,506.81	100,668.57	-	600.00	-	116,575.38
300-CAPITAL EQUIPMENT	445,916.32	194,903.97	-	68,107.24	-	572,713.05
301-CAPITAL PROJECTS FUND	1,474,256.29	84,775.42	-	330,939.00	-	1,228,092.71
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	588,609.77	179,756.04	-	-	-	768,365.81
308-INDUSTRIAL DEVELOPMENT	469,288.85	28,691.37	-	24,605.57	-	473,374.65
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	119,024.95	20,196.95	-	326,159.00	-	(186,937.10)
311-SIDEWALK REPAIR & REPLACE	131,806.86	-	-	23,594.00	-	108,212.86
312-TREE REMOVAL & REPLACE	20,198.59	-	-	1,700.00	-	18,498.59
315-RESIDENTIAL DEVELOPMENT	525,931.88	489.56	-	390.00	-	526,031.44
317-ARPA CAPITAL PROJECTS	876,257.81	8,346.68	-	-	-	884,604.49
325-BUILDING & FACILITY MAINT	87,560.83	-	-	-	-	87,560.83
510-MUNICIPAL BAND	8,051.96	-	-	-	-	8,051.96
520-DOG PARK	4,178.88	-	-	-	-	4,178.88
530-TREE COMMITTEE	14,584.57	-	-	1,264.16	-	13,320.41
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FORFEITURE	3,631.25	-	-	-	-	3,631.25
541-K-9 PROGRAM	1,726.70	232.74	-	220.57	-	1,738.87
545-SAFETY FUND	5,102.33	1,000.00	-	-	-	6,102.33
550-PARK GIFT	99,369.21	834.13	-	-	-	100,203.34
570-LIBRARY GIFT	316,691.26	180,196.60	-	33,468.93	-	463,418.93
580-CEMETERY GIFT	2,023.00	-	-	-	-	2,023.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	511,522.13	554,976.96	-	437,931.14	-	628,567.95
601-WATER DEPOSIT FUND	32,295.00	4,200.00	-	4,050.00	-	32,445.00
602-WATER SINKING	-	-	-	-	-	-
603-WATER CAPITAL PROJECTS	-	145,973.23	-	145,973.23	-	-
610-SANITARY SEWER	478,609.98	612,809.81	-	402,499.85	-	688,919.94
612-SEWER SINKING	-	-	-	-	-	-
613-SEWER CAPITAL PROJECTS	-	-	-	-	-	-
670-SANITATION	122,798.78	169,700.19	-	103,377.56	-	189,121.41
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	545,813.94	8,565.57	-	18,223.25	-	536,156.26
951-UNEMPLOYMENT SELF INS	77,725.61	661.76	-	1,625.00	-	76,762.37
TOTAL BALANCE	9,778,807.50	4,113,107.11	-	4,304,616.92	-	9,587,297.69

Cash in Bank - Pooled Cash

Wash St. Bank - Operating Account	3,217,662.19 (1)
Wash St. Bank - Airport Fuel Account	-
Cash in Drawer	350.00
Investment in IPAIT	583,210.32
Wash St - Farm Mgmt Acct	197,704.21
Wash St Bank - CD 1/14/2019	527,712.21
Wash St Bank - CD 08/30/2018	270,877.82
Wash St Bank - ISC Account	4,789,780.94
TOTAL CASH IN BANK	9,587,297.69

Interest Rate

0.20%
N/A
0.20%
0.65%
0.65%
4.25%

(1) Washington State Bank	3,326,824.93
Outstanding Deposits & Checks/Wages payable	(109,162.74)
	<u>3,217,662.19</u>

RESOLUTION NO. 2023-_____

**A RESOLUTION APPROVING AN EXTENSION FOR THE DOWNTOWN
INVESTMENT GRANT WITH ISABELLA & ED SANTORO**

WHEREAS, the City Council approved a Downtown Investment Grant in the amount of \$25,000 to Isabella & Ed Santoro for the rehabilitation of Winga's Café on September 7, 2021; and,

WHEREAS, Isabella & Ed Santoro is requesting an extension until March 7, 2024 to finish the project and request reimbursement of the \$25,000.

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

Section I. The City Council does hereby approve the extension of the Downtown Investment Grant reimbursement period to March 7, 2024.

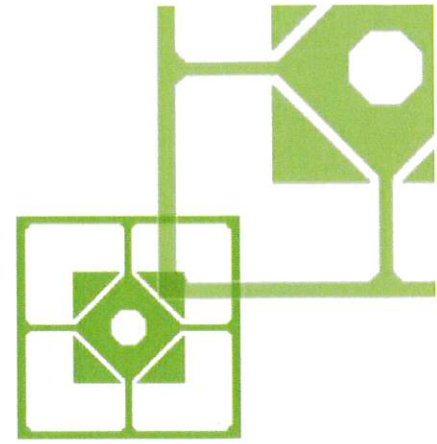
Section II. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED AND APPROVED this 17th day of October, 2023.

Millie Youngquist, Mayor Pro Tem

ATTEST:

Kelsey Brown, Deputy City Clerk



2021 Board of Directors

Brent Kromrie, President
Tim Elliott, Vice President
Elaine Moore, Treasurer
Jordan Hill, Secretary
Jamie Collier
Maddie Widmer

Ex-Officio

Michelle Redlinger
Marcus Fedler
Mary Audia

What we do in a nutshell?

- Historic Preservation
- Economic Development
- Business Support
- Downtown Beautification
- Design Assistance & Consultation
- Marketing
- Event Planning
- Community Organizing
- & so much more...

Business Visit Program

We'd love to know more about you & your business! Let's sit down & see how Main Street can benefit you.

August 31, 2021

City of Washington
c/o City Council
215 E. Washington St.
Washington, IA 52353

Dear City Council Members;

Attached is the Downtown Investment Grants (DIG) applications for funding for the rehabilitation of Winga's Café by Isabella & Ed Santoro.

The Main Street Washington met with the property owners on Monday August 30th for walkthrough's of the project recommend funding of this project which has been vacant for 15 years.

Main Street Washington is requesting:

Winga's Café receives **\$25,000** towards their \$341,000 project to begin Fall 2021 and wrap by Fall 2023.

We appreciate the City's interest and willingness to host the Downtown Investment Grants Program.

Thank you for your consideration,

A handwritten signature in black ink that reads "Sarah Grunewaldt".

Sarah Grunewaldt
Executive Director

Approved by City Council

___9/7/21_____

Jaron Rosien
Mayor, City of Washington

Accredited by:



Main Street Washington Downtown Investment Grants (DIG)

Building/Business Former Winga's Café

Contact Person Isabella & Ed Santoro

Address 106 W. Main Street

Email Isabella.santoro@gmail.com

Phone 461-3601

Application is for: (check all that apply)

A. Building Improvement

B. Low Interest Loan

The DIG Committee made a site visit on this date August 30, 2021.

Proposed Project Rebirth of Winga's Cafe

IMPORTANT: Work started before receipt of a signed contract with MSW is not eligible for funding. *Main Street Washington, as Grantor, is not liable for any contracts or agreements nor for any damage incurred as a result of this project. MSW reserves the right to withhold payment of said grant for work that does not comply with the scope of work as contracted between the grantee and MSW.*

Describe each element of the project in detail, including methods and materials. Please address each building element you checked on the Letter of Intent to Participate. If you have decided not to do any items you checked, please mention it below. Attach additional sheets if necessary.

Attach any bids or estimates for each element of the project.

Remember to obtain necessary city permits and to contact asbestos and lead paint specialists if needed.

Example: Scrape, prime and paint exterior trim around windows on first and second floor using Amazing Brand exterior oil based primer and topcoat, caulk cracks and voids - colors and bid attached - \$1,000. Scrape, prime, paint, caulk cracks and voids and install new weatherstripping on front door; replace cracked glass in door with bullet proof glass - same paint and colors as windows - \$1,500. (Needs to be updated for a higher dollar value)

The entire first floor will have new plumbing, electrical as well as new ductwork for the HVAC. Three new bathrooms will be installed including 2 public bathrooms one which is ADA accessible as well as a staff bathroom. A fire alarm system will be installed with appropriate suppression in the 2 new kitchen vent hoods as well as fire extinguishers. A fire barrier will be installed between the restaurant and the 2nd floor unit and the tin ceiling reinstalled. The wood floors in the dining room will be restored and the counters, booths, and stools reinstalled. All new lighting and drywall will be installed. In the kitchen the walls and flooring materials will be replaced to meet healthcode. Finally all existing kitchen equipment will be cleaned, serviced, and installed with the new equipment. The kitchen equipment servicing and purchase will be a part of the owner match.

~~The restaurant was opened in the early 1920's and subsequent remodels have covered original features of the building. The original tin ceiling will be exposed as will a skylight that was found during demolition. The original counter stools and booths will be used for the restaurant. The soda fountain will also be restored. The exterior of the building will maintain its aluminum awning and teal structural glass front from the 1960s renovation. The owners hope to blend the different phases of the buildings life to make a cool, retro dining experience~~

Total cost of project

\$341,000.00

Scoring Information

In order to be deemed eligible for consideration, all applications must follow the steps listed on page 1 of the invitation to apply. If you no longer have that document, we'll be glad to provide another copy by email. Without the information gained from applicants following the process, the committee can not fairly score the applications.

Applications will be scored on six criteria, but no project must fit into all categories. The categories are:

- the historic integrity - will the historic elements of the building be respected? or in the case of new construction, will the new building blend in and complement the district?
- the aesthetic value of the project - does it contribute to improving the appearance of our business district?
- life safety/ADA issues - does it make a building safer or more accessible?
- does the proposed work improve or assure the structural integrity of the building?
- does the project support economic development by adding useable space to a building?
- does the project make "green" improvements?

Again, no project is expected to fit into all categories, but we expect all projects will be strong in some categories.

All eligible applications will be scored by the Design Committee shortly after the application deadline. Recommendations for grants awards will be sent to the Main Street board & Washington City Council.

All applicants will be notified whether their application was approved or denied shortly after the Main Street board determines the awards and sends it onto Washington City Council.

Once you have signed a contract with MSW to have the work performed as described in the grant application, work may begin.

Work which does not adhere to the approved plan may be subject to non-payment of grant funds.

As always, if you or your contractor have questions or need to make a change to the approved plan, please call the Main Street office at 319-653-3918 before doing the work in question.

Honorable city council members,

I am writing to kindly request a six month extension on the Downtown Investment Grant in the amount of \$25,000 for the renovation project on the historic Winga's Cafe (soon to be Northside Diner). The reason for this delay in the completion of our work is due to the additional unexpected issues that have risen during our project, listed here:

1. Found an additional skylight
2. Needed foundation work
3. Moved the kitchen wall back 5 feet
4. Made the bar much larger which added plumbing and electrical work
5. Changed booth configuration
6. Some electrical components were on backorder for 180 business days
7. Had to replace boiler
8. Added plumbing on north and south walls
9. Received incomplete and faulty plans for fire alarm system that have resulted in additional wiring, equipment, and delay in installment

We have completed the vast majority of the work, including the following:

1. Building was gutted
2. Structural members repaired and upgraded for strength
3. 2 hour fire barrier between floors
4. Stripped original tin ceiling and reinstalled
5. Removed and replaced all plumbing drain and water lines, filtration system and water heaters
6. Removed and replaced all electrical and wire components
7. Removed and replaced air conditioning
8. Removed and replaced two skylights
9. Refinished all flooring
10. Bar is framed and ready for finishing
11. Booths are made and ready for install
12. Bar stools are made and ready for install
13. All walls have been painted
14. Bathrooms just need some fixtures installed
15. Removed paint on building facade and power-washed it
16. The roof has been repaired and all leaks addressed

Thank you so much for your understanding. We appreciate your flexibility.

Isabella & Edward Santoro

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



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

Memorandum

October 11, 2023

To: Mayor and City Council
Cc: Deanna McCusker, City Administrator

From: Kelsey Brown
Finance Director

Re: Health Insurance Renewal

Our health insurance renewal came back at a 3.19% decrease in premium for this upcoming year. This is wonderful news considering how things have been trending. As you may remember from last year, we did have only a slight increase (.5%) but had seen a range of increases prior to that. Overall, a 10% increase was budgeted for, so any decrease at all is very welcomed! This will allow us to keep the same plan and stay well within budget (we currently buy a \$10,000/\$30,000 deductible plan and self-insure down to \$3,000/\$6,000 out-of-pocket maximum). Because of all these reasons, I recommend renewing the current plan for the coverage year starting 1/1/24.

Thank you for your consideration.

WASHINGTON CITY OF



Wellmark Blue Cross Blue Shield of Iowa
Wellmark Health Plan of Iowa, Inc.
Independent Licensees of the Blue Cross and
Blue Shield Association

Account Key: 8949
Effective Date: 01/01/2024
Representative: TrueNorth Companies LC
Group Number: 046800-0000

Notice of Renewal Rates

Health Benefits 1 Current *

Benefit Code:	PG000207/RG000162	- Alliance Select PPO Primary	01/01/2023
Deductible:	\$5000/\$15000		\$566.94
Coinsurance:	30% IN 40% OUT		\$1,161.10
OPM:	\$10000/\$30000	Employee:	\$1,073.22
Preventive:	Yes	Employee/Spouse:	\$1,739.95
OV Copay:	\$30/\$60	Employee/Child(ren):	
ER Copay:	\$250	Emp/Spouse/Child(ren):	
RX Description:	\$8/\$35/\$50/\$85/\$70/\$85 with \$100/\$200 ded (waived for tier 1)		

Health Benefits 1 Renewal

Benefit Code:	PG000417/RG000297	- Alliance Select PPO Primary	01/01/2024
Deductible:	\$5000/\$15000		\$548.84
Coinsurance:	30% IN 40% OUT		\$1,124.02
OPM:	\$10000/\$30000	Employee:	\$1,038.95
Preventive:	Yes	Employee/Spouse:	\$1,684.38
OV Copay:	\$30/\$60	Employee/Child(ren):	
ER Copay:	\$250	Emp/Spouse/Child(ren):	
RX Description:	\$8/\$35/\$50/\$85/\$70/\$85 with \$100/\$200 ded (waived for tier 1) % of Change: -3.19%		

Dental Benefits 1 Current

Benefit Code:	DG000100		01/01/2023
Deductible:	\$25 / \$75		\$28.26
Diag and Prev:	20%	Employee:	\$57.34
Rout and Restore:	50%	Employee/Spouse:	\$54.24
Major Restorative:	50%	Employee/Child(ren):	\$94.64
Annual Max/Person:	\$1500	Emp/Spouse/Child(ren):	
Orthodontics:	50%		

Dental Benefits 1 Renewal

Benefit Code:	DG000100		01/01/2024
Deductible:	\$25 / \$75		\$28.26
Diag and Prev:	20%	Employee:	\$57.34
Rout and Restore:	50%	Employee/Spouse:	\$54.24
Major Restorative:	50%	Employee/Child(ren):	\$94.64
Annual Max/Person:	\$1500	Emp/Spouse/Child(ren):	
Orthodontics:	50%		

* This group's current benefit is no longer available. A benefit has been chosen as this group's renewal benefit and is shown above. If the group does not want to renew with this benefit, please ask about alternate options available to this group.

RESOLUTION NO. 2023-_____

**A RESOLUTION TO NULLIFY A DOWNTOWN INVESTMENT GRANT AGREEMENT
WITH GREINER BUILDINGS, INC.**

WHEREAS, Greiner Buildings, Inc. applied for a \$50,000 Downtown Investment Grant to renovate their building at 120 E. Main St., Washington, Iowa; and,

WHEREAS, the Downtown Investment Grant to Greiner Building, Inc. was approved by Resolution on May 2, 2023 by City Council; and,

WHEREAS, one stipulation set by City Council at the time of the approval was the Downtown Investment Grant funds were to be used only for the construction of the second floor; and,

WHEREAS, since according to the owner of Greiner Building, Inc., the second floor addition will not be taking place, the approved Downtown Investment Grant will be null and void.

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

Section I. The City Council hereby accepts that the Downtown Investment Grant is null and void for Greiner Buildings, Inc. due to not meeting the requirements set forth by City Council.

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

PASSED AND APPROVED this 17th day of October, 2023.

Millie Youngquist, Mayor Pro Tem

ATTEST:

Kelsey Brown, Deputy City Clerk

RESOLUTION NO. 2023-_____

A RESOLUTION APPROVING AN AGREEMENT WITH VORTEX DIGITAL, INC.

WHEREAS, the City of Washington, Iowa has been using Vortex Digital, Inc. for their website management company since June 15, 2021; and,

WHEREAS, Vortex Digital has greatly improved the website and fixed many problems that were experienced; and,

WHEREAS, it is time to provide an agreement that outlines the number of hours to be spent on management and the associated cost to provide better budgeting; and,

WHEREAS, an amount of 10 hours per month at the rate of \$120 per hour for development was negotiated, but the monthly invoice will be based on actual hours worked.

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

Section I. The City Council does hereby approve the Agreement between the City of Washington, Iowa and Vortex Digital, Inc. as attached to this Resolution.

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

PASSED AND APPROVED this 17th day of October, 2023.

Millie Youngquist, Mayor Pro Tem

ATTEST:

Kelsey Brown, Deputy City Clerk

Agreement between the City of Washington, Iowa and Vortex Digital Inc.

Re: Website work [WashingtonIowa.gov | v1.2 | 9.8.23](#)

1. We agree to allocate a maximum monthly budget of 10 hours of Vortex's time to perform all needed and necessary maintenance, maintenance meetings, strategic planning, development work, testing, tweaking, and debugging to maintain and increase the efficiency of the Washington, Iowa website and add new functionality as needed.
2. Vortex will tender a weekly project management report of services performed by Vortex to Deanna, Michelle, Mikayla, Sally, Millie, and any other interested parties every Monday.
3. Vortex's standard business rate of \$120 per hour for development and \$90 an hour for meeting time, on an as needed basis, will be billed on a net 10 basis at the end of every month for services performed in that calendar month.
4. Outside of mandatory, standard maintenance of the core Wordpress software, the template and all plugins, Vortex will not perform any work unless requested.
5. If desired, The City, and any of its pertinent employees are welcome to request an estimate for any additional work, at any time.
6. Vortex will not perform services nor bill more than 10 hours per month without written permission from the City.
7. This agreement will go into effect immediately and will be structured for a six month period. After six months, in March 31, 2024, the City and Vortex will meet to analyze, discuss and modify this agreement as needed.
8. The spirit of this agreement is for Vortex to continue to provide outstanding service to the City, to facilitate greater communication, ensure all parties are aware of the work being performed, and eliminate surprises in billing.
9. As the website is currently stable and functional, we will work together to refine the UX (User eXperience), functionality, ergonomics, and eliminate any ongoing and future areas of frustration, under the auspices and guidance of the Washington web team, city administrators and interested parties.

Signed and Agreed;

Jonathan D. Sabin, CEO Vortex Digital, Inc

Date

City of Washington, Iowa

Date

*Deanna McCusker City
Administrator
Kevin Olson, City Attorney*



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

*Park Board Members:
Charles Halvorson
Erin Elgin
Erin Smith
Jayson Keil
Jane Blieu*

*Parks Superintendent:
Nick Pacha*

MEMO: Musco Wellness Park Soccer Field lighting project - Accepting Bid for project

Date : 10/13/2023

We have been working towards this project for the past 2 years. We have finally received final confirmation from the LWCRF grant that we can move forward on the project. We had a pre bid meeting open to contractors to ask questions and go over the project and bids were due last week. We received 2 bids for the install and wiring of the Musco lights. See Below: The electric portion will include drilling of holes for base, install of bases, setting of poles, erecting lights on top of poles, all associated wiring of poles and wire between poles and electric meter and hooking up electrical components.

- American Electric Inc. = \$35,000
- Ardent Electric = \$43,500

We will be purchasing all the lighting components, poles, and bases from Musco lighting directly on the State of Iowa bid to save money.

- Musco \$123,380

My recommendation is to go with Musco lighting and American Electric for the project.

Funding : \$100,000 LWCRF Grant, \$25,000 US soccer foundation grant, remaining funding using WCRF municipal grant funds.

Please let me know if you have any questions regarding this project.

Thanks,

Nick Pacha

Parks Superintendent

**AMERICAN ELECTRIC INC.
1140 E. PRICE ST. ELDRIDGE, IA. 52748
3008 LINCOLN WAY CLINTON, IA. 52732**

10/5/2023

City of Washington

Re: Wellness Park Soccer field lighting

Dear Nick Pacha,

We thank you for the opportunity to submit this proposal in the amount of **\$35,000.00 (Thirty five thousand dollars)** on the above referenced project. This proposal breaks down as follows:

- 4 Musco Pole lights (**supplied by city**) wired and installed per layout supplied by Musco
- 1 Installation of Musco control panel and 200 Amp 3R panel next to new 240 volt 200 Amp pedestal (**supplied by city**)
- * All underground boring and wiring installed from new control panel installed to each Musco Pole per layout supplied by Musco
- * Miscellaneous Labor & Material

Please call with any questions or concerns.

Sincerely,

Eric Luett
President

Accepted By: _____ **Date:** _____.

Ardent Lighting Group LLC
1378 118th Place
Knoxville, Iowa 50138
P: 641-842-5969 F: 641-842-3691

TSB STATE of IOWA

Contractor Quote

	Yes	No
Submitted to: <u>City of Washington Iowa</u>	Tax Inc. ___%	<u>x</u>
Attention: <u>Deanna/Kelsey/Jason</u>	Installed: <u>x</u>	___
Phone: _____	Bond Incl. _____	<u>x</u>
Project: <u>Wellness Park Soccer #211572</u>	Bond Rate _____	___
Location <u>Washington Iowa</u>		
Date: <u>October 5, 2023</u>	Bid Time: _____	
Addenda Received: _____		

Specification Section	Description	Bid Amount
		\$43,500.00

Installation of a MUSCO Sports Lighting system purchased by the City of Washington Iowa. Includes boring, wire, panels, and electrical labor for this project.

If you have any Questions or concerns, please feel free to contact me. Thanks Geoffrey Everly 515-664-6139

Per our interpretation of plans and specifications Yes x No ___ Total Base Bid _____

SPECIFIC QUALIFICATIONS AND EXCLUSIONS: Any underground obstructions not shown or adverse soil conditions beyond standard soil conditions of 2,000 PSF may require a change order or additional cost. Any additional concrete above the Musco Sports Lighting System installation guidelines may be an additional cost. Sale tax exemption certificate shall be supplied, or taxes will be added to this cost. Prices are good for 30 days unless agreed upon by both parties. Based on Musco engineered footing design any additional cost above those designs may require a change order or additional cost.

NOTE: Due to all manufacturers having global material shortages, supply chain and delivery issues. Equipment lead times are estimated at time of proposal and are subject to change at any time. These issues are beyond Ardent control and Ardent shall not be held responsible for any project completion delays.

Questions, please call Geoffrey Everly 515-664-6139

Wellness Park Soccer
 Washington, IA
 10/3/23

State of Iowa

Master Project: 199030, Contract Number: 23166 Expiration: 06/16/2027

Category: Sports lighting with related supplies and services

All purchase orders should note the following:
 State of Iowa purchase – contract number: 23166

Quotation Price – Materials Only Delivered to Job Site

Soccer Field -	\$ 123,380.00
ADDER - Practice	\$ 15,616.00
ADDER - Parking	\$ 11,704.00

Sales tax, bonding, labor, installation, and unloading of the equipment are not included.

Quote is confidential. Pricing and lead times are effective for 30 days only. Prices are subject to change if the order is not released within 60 days from the date of the purchase.

Light-Structure System™ with Total Light Control – TLC for LED™ technology

Guaranteed Lighting Performance

- Guaranteed light levels of 30 footcandles

System Description

- Factory aimed and assembled luminaries
- 4 Galvanized steel poles
- 4 Pre-cast concrete bases with integrated lightning grounding
- Pole length factory assembled wire harnesses
- Factory wired and tested remote electrical component enclosures
- UL listed assemblies

Control Systems and Services

- Control-Link® control and monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

Operation and Warranty Services

- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Support from Musco’s Lighting Services Team – over 170 Team members dedicated to operating and maintaining your lighting system – plus a network of 1800+ contractors

Payment Terms

Musco’s Credit Department will provide payment terms.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC:
 Musco Sports Lighting, LLC
 Attn: Taylor Knoop
 Fax: 800-374-6402
 Email: musco.contracts@musco.com

All purchase orders should note the following: State of Iowa purchase – contract number: 21366

Delivery Timing

10 - 12 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole/luminaire locations.

Notes



Quote is based on following conditions:

- Shipment of entire project together to one location.
- 240 Volt, 1 phase electrical system requirement
- Structural code and wind speed = 2015 IBC, 115 mi/h, Exposure C, Importance Factor 1.
- Due to the built-in custom light control per luminaire, pole or luminaire locations need to be confirmed prior to production. Changes to pole or luminaire locations after the product is sent to production could result in additional charges.
- Standard soil conditions – rock, bottomless, wet, or unsuitable soil may require additional engineering, special installation methods and additional cost.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Jason Schillig
Sales Representative
Musco Sports Lighting, LLC
Phone: 563-260-1334
E-mail: jason.schillig@musco.com



*Millie Youngquist, Mayor Pro Tem
Kelsey Brown, Finance Director
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*

October 13, 2023

To: Mayor & City Council
Cc: Kelsey Brown, Finance Director

From: Deanna McCusker
City Administrator

Re: Garbage and Recycling RFP

Due to the continual serious issues and problems we have been having with LRS Waste Management, it is in the best interest of the community that we issue an RFP for garbage and recycling services now. Our current contract expires June 30, 2024 and we had planned to issue an RFP early next year. It states in the contract though that we can provide a 60 day notice to the hauler that they are providing inadequate service to the residents of Washington. We could have the new hauler begin garbage and recycling services as of January 1, 2024.

We did purchase the initial carts when we began our contract with Johnson County Refuse, so they are the property of the City of Washington. We will need to purchase any carts that we have purchased since the initial timeframe. We are reviewing what that cost might be and will provide an update at the meeting.

It is my recommendation that we issue RFP and review what other companies can provide to our residents. The problems experienced by LRS have been ongoing and getting worse and our residents deserve better.



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

**Washington Steele Family Aquatics Center Summer 2023
May 26, 2023 to August 13, 2023**

Season Attendance

	2019	2020	2021	2022	2023
Day passes	8,085	4,476	8,747	8,336	10,178
Season passes	4,788	0	3,049	3,412	3635
Total	12,873	4,476	11,796	11,748	13,813

2020 usage dropped by 65%
2020 Revenue was down by 69%

Swim Lesson Breakdown

	2018	2019	2020	2021	2022	2023
Group lessons	126	158	148	162	160	115
Private lessons	54	33	35	60	20	24

We had less trained staff to teach lessons resulting in fewer group lessons offered. We had a waiting list for the beginner and moderate levels.

Private pool parties were back this season and we offered 30 dates that were all booked right away.

Daily lap swim was still very well attended and our adult water exercise classes were also very popular.

We did close early for a couple of storm closures. Minimum number of staff to keep the facility open during public swim is 7 which is about \$500 in wages.

The daily average payroll costs to be open for a full day 9am -9pm (lessons – private party) is \$1,108, approx. 100 hours of staff time daily.

YMCA of WASHINGTON COUNTY IOWA
520 W 5th Street, PO Box 887 Washington, Iowa 52353
Phone: 319-653-2141 Fax: 319-653-2142 www.washingtony.org

YMCA of Washington County
 City of Washington Recreational Services

2022

<u>Program</u>	<u>Total # of participants</u>	<u>Prelim #s for 2023</u>
Baseball	24	44
Softball	26	25
T-ball	146	165 13% increase in townball overall
Youth volleyball	75	79
Youth track	30	40 33% increase
Fall soccer	123	74
Spring Soccer	81	143 76% increase
Flag Football	81	87
Youth basketball league	45	
Hardwood Academy Summer		
Basketball camp	189	
Total	820	657

2021

<u>Program</u>	<u>Total # of participants</u>
Baseball	36
Softball	12
T-ball	153
Youth volleyball	60
Youth track	52
Fall soccer	74
Spring Soccer	137
Flag Football	66
Youth basketball league	48
Hardwood Academy Summer	
Basketball camp	198
Softball clinic	NA
Total	836 60% increase over 2020 28% increase over 2019

2020

<u>Program</u>	<u>Total # of participants</u>
Baseball	36 Revised format due to Covid-19 includes 3 towns
Softball	18 Revised format due to Covid-19 includes 3 towns
T-ball	131 Revised format due to Covid-19 includes 3 towns
youth volleyball	50
Youth track	7 offered as virtual - no fees charged
Fall soccer	50
Spring Soccer	cancelled due to Covid-19
Flag Football	58
Youth basketball league	48
Total	398

Additional programs added in 2020

Hardwood Academy Summer	
Basketball camp	95
Softball clinic	28
Total	123

2020 Total 521

2019

Program	Total # of participants
Baseball	74
Softball	50
T-ball	150
youth volleyball	40
Youth track	29
Fall soccer	62
Spring Soccer	123
Flag Football	66 moved from Saturdays to Thursday evening
Youth basketball league	57
Total	651

2018

Program	Total # of participants	Members
Baseball	75	
Softball	16	
T-ball	139	
Youth track	32	
Fall soccer	63	
Spring Soccer	92	
Flag Football	55	
Total	472	

2017

Program	Total # of participants	Members
Baseball	79	33
Softball	26	6
T-ball	152	
Youth Track	34	
Fall Soccer	39	
Spring Soccer	79	
Flag Football	73	
Total Participants	482	

2016

Program	Total # of participants	Members
Baseball	77	35
Softball	50	20
T-ball	171	82
Youth Track	43	
Fall Soccer	0	
Spring Soccer	131	
Flag Football	103	
Total Participants	575	

2015

Program	Total # of participants	Members
Baseball	65	25
Softball	47	21
T-ball	180	78
Youth track	48	
Fall Soccer	35	
Spring Soccer	103	
Flag Football	123	
Total Participants	601	

2014

Program	Total # of participants	Members
Baseball/Softball/T-Ball		175
Fall Soccer	NA	
Spring Soccer		134
Flag Football		111
Total Participants		420

2013

Program	Total # of participants	Members
Baseball/Softball/T-Ball		178
Fall Soccer	NA	
Spring Soccer		120
Flag Football		133
Total Participants		431

2012

Program	Total # of participants	Members
Baseball/Softball/T-Ball		196
Fall Soccer	NA	
Spring Soccer		66
Flag Football		99
Total Participants		361

9/6/2023
11:02 AM

YMCA of Washington County
Income Statement
Actual to Budget
1/1/2023 to 12/31/2023

	Jan 2023 Dec 2023 Actual	Jan 2023 Dec 2023 Budget	Jan 2022 Dec 2022 Actual
Revenue			
Contributions			
Contributions	10,000.00	10,000.00	3,000.00
Total Contributions	\$10,000.00	\$10,000.00	\$3,000.00
Resale			
Resale	16,936.59	15,900.00	15,980.73
Total Resale	\$16,936.59	\$15,900.00	\$15,980.73
Programs			
Outdoor Pool	60,701.77	55,000.00	57,591.80
Youth Swim Lessons	15,710.00	17,000.00	16,805.00
Total Programs	\$76,411.77	\$72,000.00	\$74,396.80
Total Revenue	\$103,348.36	\$97,900.00	\$93,377.53
Total Gross Profit	\$103,348.36	\$97,900.00	\$93,377.53
Expenses			
Labor Expense			
Contract Services	199.00	1,500.00	1,666.79
Washington Outdoor Pool	80,086.82	69,000.00	72,821.48
Total Labor Expense	\$80,285.82	\$70,500.00	\$74,488.27
Payroll Taxes			
FICA	6,126.67	5,278.50	5,224.36
Total Payroll Taxes	\$6,126.67	\$5,278.50	\$5,224.36
Benefits Expense			
Retirement	1,127.79		830.14
Total Benefits Expense	\$1,127.79	\$0.00	\$830.14
Dues and Subscriptions Expense			
Organization Dues	2,970.00	4,884.00	5,096.00
Total Dues and Subscriptions Expense	\$2,970.00	\$4,884.00	\$5,096.00
Insurance Expense			
General Liability	4,223.00	5,000.00	0.04
Total Insurance Expense	\$4,223.00	\$5,000.00	\$0.04
Materials Expense			
Merchandise for resale	9,259.17	7,550.00	7,520.35
Total Materials Expense	\$9,259.17	\$7,550.00	\$7,520.35
Supplies Expense			
Office Supplies		200.00	10.69
Recreational and crafts	804.35	500.00	562.33
Supplies-Maintenance			140.54
Total Supplies Expense	\$804.35	\$700.00	\$713.56
Utilities Expense			
Cell phone			40.00
Total Utilities Expense	0	0	40

9/6/2023
11:02 AM

YMCA of Washington County
Income Statement
Actual to Budget
1/1/2023 to 12/31/2023

General & Administrative Expense

Employee expense-admin	1,816.35	2,845.00	5,414.56
Licenses and permits	638.00	650.00	638.00
Printing and promotions	192.60		226.92
Total General & Administrative Expense	\$2,646.95	\$3,495.00	\$6,279.48
Total Expenses	\$107,443.75	\$97,407.50	\$100,192.20
Total Net Income (Loss) From Operations	(\$4,095.39)	\$492.50	(\$6,814.67)
Total Net Income (Loss)	(\$4,095.39)	\$492.50	(\$6,814.67)

*Millie Youngquist, Mayor Pro Tem
Kelsey Brown, Finance Director
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*

October 12, 2023

To: Mayor & City Council
Cc: Kelsey Brown, Finance Director

From: Deanna McCusker
City Administrator

Re: Recreation Services and Fields Management Agreement with YMCA

Amy from the YMCA will be at the meeting to review the attendance at the pool and the participation numbers from the recreation programs over the past summer. Providing a yearend report is required by our agreement. The Recreation Services and Fields Management Agreement is a contract that automatically renews every year unless there are changes needed. And as a reminder, the pool agreement is a 3-year contract and this was our first year following the approval of the updated agreement.

We are currently paying \$40,000 for our recreation services and that is money well spent. If we had to manage and reserve fields, etc. we would need to hire additional staff members, which would amount to more than \$40,000 annually.

For an example: In Mt. Pleasant the city runs all the recreation programs, including the pool, and they have 4 F/T employees and near 100 P/T/ seasonal. Their annual expenses is \$585,000 and their revenue is only \$125,000. So between the pool and recreation agreements we pay \$52,500. We would not be able to even hire an additional employee with benefits for that amount.

RECREATION SERVICES & FIELDS MANAGEMENT AGREEMENT

THIS RECREATION SERVICES & FIELDS MANAGEMENT AGREEMENT is entered into by and between the City of Washington, Iowa, an Iowa municipal corporation, 215 E. Washington Street, Washington, Iowa 52353, hereafter referred to as the “City;” and the Young Men’s Christian Association of Washington County, Inc., an Iowa nonprofit corporation, 520 West 5th Street, Washington, Iowa 52353, hereafter referred to as “YMCA.”

WHEREAS, the City does not currently have a Recreation Department and subsequently has traditionally contracted with the YMCA to provide recreation services for its citizens; and

WHEREAS, the City has readied four (4) baseball/softball fields and two (2) full-size soccer fields for play in the 2021 season, in addition to the existing and adjacent north soccer complex (collectively, the “Wellness Park sports complex”); and

WHEREAS, by separate agreement the YMCA is additionally expected to be the manager and scheduling agent for non-school activities at the ball fields at Lincoln and Stewart Elementary Schools through partnership with Washington Community Schools; and

WHEREAS, through an exhaustive committee process, it has been determined that the YMCA is the logical partner for the City in managing the Wellness Park sports complex, as well as its existing fields at Case Field; and

WHEREAS, the YMCA and the City have negotiated an agreement whereby the YMCA would continue to offer recreational services as well as Wellness Park management services to the benefit of the residents of Washington.

NOW, THEREFORE, the Parties agree as follows:

A. RESPONSIBILITIES OF THE PARTIES.

1. Programming.

- a. The YMCA shall provide a comprehensive suite of youth and adult recreational programming to the residents of Washington during the duration of this Agreement (the “Services”).
- b. The YMCA CEO shall see to the annual presentation to the Washington Park & Recreation Board of the suite of services expected to be offered, along with a report on participation and other measurable program results, no later than November 30 of each calendar year.
- c. The City shall allow the YMCA access to City-owned facilities at no additional cost to YMCA, for the purpose of providing the services contemplated in this Agreement.

2. **Field Scheduling.**

- a. YMCA shall keep a master schedule for the Wellness Park fields and all reservations for any of the fields for the Wellness Park shall be made through the YMCA. City shall direct all inquiries to the YMCA for scheduling.
- b. Prior to September 30 of each year this Agreement is in effect, the YMCA should schedule a meeting with the Washington Area Baseball Council ("WABC"), the Washington Area Softball Association ("WASA") to discuss scheduling and Rules and Guidelines for use of the Wellness Park, attached hereto as Exhibit "B" and incorporated into this Agreement by this reference, with a follow up scheduling meeting to be held no later than November 30 of each year this Agreement is in effect.
- c. Prior to February 28 of each year this Agreement is in effect, the YMCA shall schedule a meeting with the Washington Area Soccer Program ("WASP") to discuss scheduling and Rules and Guidelines for use attached hereto as Exhibit "B" for use of the Wellness Park, with a follow up scheduling meeting to take place no later than March 31 of each year this Agreement is in effect.
- d. When making the schedule for the Wellness Park, the YMCA shall adhere to the Field Reservation and Usage Policy attached hereto as Exhibit "A" and incorporated into this Agreement by this reference.
- e. Any non-facility partner entity that desires to schedule an event on either Saturday and/or Sunday shall contact the City to complete the rental agreement prior to the scheduling of these events by the YMCA.

3. **Fees for Use of the Wellness Park.**

- a. Each participant of the WABC, WASA, WASP or YMCA shall, prior to the start of the season, pay a fee of \$10.00 per unduplicated participant to be used for maintenance of the Wellness Park. The YMCA shall collect and forward these participation fees to the City, who will deposit said participation fees into a Wellness Park Operations & Maintenance fund solely for the purpose of operation and maintenance of the Wellness Park.
- b. Any group that desires to charge for persons attending the event at the gate shall obtain prior approval of the Washington Park & Recreation Board. The City may elect to receive a pre-determined portion any gate proceeds, in which case said gate proceeds shall be submitted to the City and deposited in the Wellness Park Operations & Maintenance fund.

- c. Any event scheduled on Saturday and/or Sunday shall be subject to a rental agreement between the City and the entity, and fees for non-facility partners shall be payable in full prior to the date of the event.
- d. The City and YMCA shall review the fees to be collected at the Wellness Park at any agreeable time, but no later than the 5th anniversary of this Agreement.

4. Maintenance of the Wellness Park.

- a. The City shall be responsible for ensuring that the fields at the Wellness Park are maintained for purposes for which the fields are intended, which shall include, but not be limited to, mowing, weed control, trimming and general maintenance of the Wellness Park fields and turf areas around the fields. The YMCA shall be responsible for dragging ball field infields in accordance with best practices. City and YMCA shall cooperate on usage and ownership of equipment for proper field maintenance.
- b. City shall provide general maintenance and cleaning for the restrooms and concession stands located in the Wellness Park, including the provision of consumable items for the restrooms (i.e. soap, paper towels, toilet paper, etc.)
- c. YMCA, or the groups that use the Wellness Park, shall be responsible for trash pickup around the grounds of the Wellness Park and depositing of trash into the City's dumpster located at the Wellness Park. City shall be responsible for payment for hauling the trash away from the dumpster.
- d. All utilities at the Wellness Park shall be paid by the City.

5. Concessions.

- a. The YMCA shall be responsible for operating the concession stand at the Wellness Park from Mondays through Fridays. This shall include the purchasing and replenishing of food, beverages, paper products and cleaning supplies for the concession stand. All equipment needed to operate the concession stand shall be provided by the City and YMCA.
- b. Outside groups may operate the concession stands on Saturday and/or Sunday with prior approval of the City and the payment of a \$200 service fee to the YMCA. Said outside group shall be responsible for providing its own food, beverages and paper products or arrange to reimburse the YMCA for the cost of goods sold based on a predetermined cost structure provided to them prior to the event. Each outside group that operates the concession stand shall provide the YMCA with a certificate of insurance

naming the City and YMCA on its policy as additional insureds and provide the YMCA with a copy of its sales tax permit and ServeSafe certificate.

- c. City shall provide general cleaning services for the concession stand. However, prior to the end of each day, the YMCA and/or outside groups shall ensure that all of the equipment in the concession stand is cleaned and trash is taken out to the City-provided dumpster.

6. Game/Contest preparation.

- a. Either the YMCA, or the outside group, whichever the case may be, shall be responsible for the chalking of the fields for baseball or softball games. The City shall provide the paint and chalk which will be stored in the maintenance building. Representatives of the YMCA shall have access to said maintenance building.
- b. YMCA shall be responsible for determining whether inclement weather will cancel/postpone games and/or contests at the Wellness Park from Mondays through Friday.
- c. The YMCA shall have a representative in charge or on call at the Wellness Park during the playing of games/contests in order to assist with the issues that arise during the games/contests. For non-YMCA activities and activities on weekends, the group organizing the event shall provide the YMCA with the name and mobile phone contact for the responsible person on site during the event.
- d. The City shall provide for a Parks contact on-call for any issues that may arise within the City's realm of responsibility.
- e. Soccer field lines shall be painted by the YMCA, City, or a third party agreed upon by the YMCA and City. Any paints used will be pre-approved by the YMCA Recreation Director and City Park Superintendent.

7. Compensation of the YMCA.

- a. Compensation. As compensation for providing the Services, the City shall pay to the YMCA \$40,000. Said payment shall be made in the following manner: \$20,000 by September 1 and \$20,000 by December 1. Said payment shall be delivered to the place listed in Section 10a below.

8. Insurance.

a. Workers' Compensation. YMCA will provide and maintain workers' compensation insurance on all of the YMCA's employees whom are providing the Services contemplated under this Agreement.

b. Liability Insurance. YMCA shall maintain at all times during the Term of this Agreement for the protection of the City and YMCA comprehensive or commercial general bodily injury and property damage liability insurance in an amount of not less than \$1 million for each occurrence. Said insurance policies shall name the City as an additional insured. YMCA shall provide to the City a certificate of insurance evidencing such policies with a thirty (30) day notice of cancellation.

9. Term and Termination of Agreement.

a. Term of Agreement. The term ("Term") of this Agreement shall commence on April 1, 2021 and shall continue until December 31, 2021. In the event this Agreement is not terminated pursuant to subparagraphs (b) or (c) below, the Agreement will remain in full force and effect on a calendar year-by-year basis after December 31, 2021, until terminated by either party in accordance with Sections 9b or 9c below.

b. Termination of Agreement for Convenience. This Agreement shall remain in full force and effect unless terminated by either party by giving written notice to the other party no later than October 31st of the year in which the Agreement is in operation.

c. Notice of Default: Termination for Breach. In the event that either party breaches any term of this Agreement, the non-breaching party may send a Notice of Default to the breaching party giving the breaching party fourteen (14) calendar days to cure said default. In the event that said default is not cured within fourteen days or any extension given by the nonbreaching party, this Agreement shall terminate.

In the event of termination under this subparagraph (c), the breaching party shall pay all reasonable costs and attorneys' fees required to terminate said Agreement or litigate the breach in a court of competent jurisdiction.

10. Miscellaneous Provisions.

a. Notices. All notices required under this Agreement shall be in writing and shall be sent certified mail, return receipt requested, or via hand delivery as follows:

To the City: City Clerk
 City of Washington, Iowa

215 East Washington Street
Washington, Iowa 52353

To the YMCA: CEO
Y.M.C.A. of Washington, Iowa
520 West 5th Street
Washington, Iowa 52353

or at such other address as is from time to time designated by the party receiving the notice. Any such notice that is mailed in accordance herewith shall be deemed received when the Notice is deposited with the United States Postal Service, postage prepaid. In the event of hand delivery, the Notice shall be deemed delivered when the hand delivery is made to the address listed above.

b. No partnership or joint venture. Nothing contained in this Agreement shall constitute or be construed to be or create a partnership or joint venture between the City on the one part, and the YMCA, its successors or assigns, on the other part.

c. Amendment. This Agreement shall not be amended or changed except by a written instrument executed by both parties.

d. Indemnification. The YMCA and City agree to fully indemnify, defend, save and hold the other party, their officers, representatives, agents, contractors, subcontractors and employees, harmless from any and all liability to third parties (including reimbursement of reasonable legal fees and costs) arising directly or indirectly from the negligent act, error or omission of the other party while performing these Services. This mutual indemnification shall not apply to acts or omissions by either party that are deemed intentional or reckless acts or omissions.

e. Authority to Enter Agreement.

(a) In order to induce the YMCA to enter into this Agreement, the City represents and warrants that the execution of this Agreement is permitted by the statutory and constitutional authority of the City, and this Agreement has been duly authorized, executed and delivered, and will, throughout the Term of this Agreement, constitute a legal, valid and binding obligation of the City enforceable in accordance with the terms hereof.

(b) In order to induce the City to enter into this Agreement, the YMCA represents and warrants that the execution of this Agreement is permitted by the Articles of Incorporation and the Bylaws of YMCA, and this Agreement is duly authorized, executed and delivered, and throughout the Term of this Agreement, constitutes a legal, valid and binding obligation of the YMCA enforceable in accordance with the terms hereof.

f. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the matters addressed herein and supersedes all prior understandings and writings with respect to such matters, and may be changed or supplemented only by a writing executed by both parties.

g. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but taken together, shall constitute one and the same agreement.

h. Governing Law. This Agreement shall be interpreted in accordance with the laws of the State of Iowa and any litigation commenced to enforce any of the terms of this Agreement shall be filed in the Iowa District Court for Washington County or the Federal District Court for the Southern District of Iowa.

i. Binding Effect. This Agreement shall be binding upon the successors and assigns of each of the parties hereto.

Dated this 6th day of April, 2021.

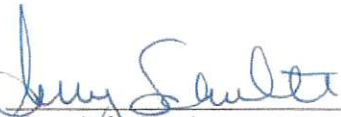
YMCA:

By:



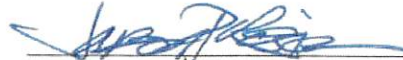
Liz Hall, Board President

By:



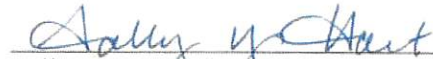
Amy Schulte, CEO

CITY:



Jaron P. Rosien, Mayor

ATTEST:



Sally Y. Hart, City Clerk