



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, JUNE 18, 2024

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, June 18, 2024 to be approved as proposed or amended.

**Consent:**

1. Council Minutes for June 4, 2024.
2. PFM Financial Advisors, LLC, Continuing Disclosure for FY 2022-23, \$2,000.00.
3. Theia Management Consulting, Consulting Fees and Organizational Effectiveness Session, \$6,562.43.
4. Liquor License for Casey's General Store #3528, Class E Retail (**renewal**).
5. Liquor License for Northside Diner LLC, Class C Retail (**new**).
6. Washington Liquor and Tobacco Outlet, Over-the-Counter Cigarettes/Tobacco/Nicotine/Vapor (**renewal**).
7. Department Reports.

**SPECIAL PRESENTATION**

- Nuisance Report.

**PRESENTATION FROM THE PUBLIC** – Please limit comments to 3 Minutes

**CLAIMS & FINANCIALS**

- Claims Report for June 18, 2024
- Finance Report May 2024

**NEW BUSINESS**

1. Discussion and Consideration to Order Parks FY25 Avant 530 Compact Loader with Cab and Heat.
2. Discussion and Consideration of a Proposed Quote with Hydro-Klean for a Pipeline Inspection and Proactive Evaluation Program on Approximately 8,000 ft. Sewer Line.

3. Discussion and Consideration for a Resolution Approving a Retirement Agreement with Tom Wide.
4. Discussion and Consideration for a Resolution Approving Amendment No. 1 to an Agreement Between Iowa Renewable Energy, LLC and The City of Washington, Iowa for the Firefighter Foam.
5. Discussion and Consideration for a Resolution Releasing Funds as per a Downtown Investment Grant Agreement with Arreola Rentals, LLC for the 117 W. Washington Street Renovation Project.
6. Discussion and Consideration for a Resolution Endorsing A Downtown Investment Grant Agreement with LattaHarris, LLP (LattaHarris RE, LLC).
7. Discussion and Consideration for a Resolution Authorizing Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa.
8. Discussion and Consideration for a Resolution Rejecting Bids For The Wellness Park Concession Stand Project.
9. Discussion and Consideration for a Resolution Setting the Salaries for the Appointed Officers and Employees of The City of Washington for Fiscal Year 2024-2025.
10. Discussion and Consideration of the 2<sup>nd</sup> Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 69.07, "Persons with Disabilities Parking".
11. Discussion and Consideration to Order M/C FY25 Truck Bed. *(new added – 6/13/2024)*.
12. Discussion and Consideration for Final Pay Order for the Housing Rehabilitation Program, 326 E. Jefferson Street to Swift & Swift LLC, \$19,200.00. *(new added – 6/17/2024)*

**OLD BUSINESS (tabled)**

1. Discussion and Consideration to Approve a Resolution Amending Certain Charges and Fees for the Elm Grove and Woodlawn Cemeteries. Item tabled on May 21, 2024.

**CLOSED SESSION**

- Closed Session per Iowa Code 21.5(1)(i) – *to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.*

**DEPARTMENTAL REPORTS**

Police Department  
City Attorney  
City Administrator

**MAYOR & COUNCIL PERSONS**

Millie Youngquist, Mayor

Ila Earnest

Patrick Morgan

Elaine Moore

Ivan Rangel

Fran Stigers

**ADJOURNMENT**

CITY OF WASHINGTON  
Council Minutes 6-4-2024

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 in the chair.

On roll call present: Morgan, Moore, Stigers, Rangel, Earnest, Youngquist.

Youngquist asked for a Motion for approval of the Agenda. Earnest noted changes to New Business Item #2 to be changed to FY23-24. Kelsey Brown, Finance Director stated this is actually paid out in FY25. This change was rescinded. Earnest noted changes to New Business Item #4, the Resolution needed the last paragraph changed to Council Vacancy instead of Mayor Vacancy and to update the passed and approved date. Motion by Stigers, second by Morgan to approve the Amended Agenda. Motion carried.

Consent:

1. Council Minutes for May 21, 2024.
2. Washington County Auditor, April 30, 2024 Special Election Costs, \$4,113.60.
3. Weis Fire & Safety Equipment, LLC, Foam Commander Trailer, \$72,015.00.
4. Garden & Associates, LTD, Buchanan Street Paving Project, \$3,947.25.
5. Ahlers Cooney Attorneys, Amendment No. 2 to the Unified South Central Residential URP, \$14.00.
6. Kevin D. Olson, City of Washington Attorney Fees, \$1,564.80.
7. Veenstra & Kimm Inc., Engineering Services for 12<sup>th</sup> Ave & Washington St Intersection Improvements, \$3,580.00.
8. Veenstra & Kimm Inc., Engineering Services for Dog Park Storm Sewer, \$3,950.50.
9. Veenstra & Kimm Inc., Engineering Services for Wellness Park Concession Stand, \$4,626.86.
10. Veenstra & Kimm Inc, Engineering Services for Central Park Restrooms, \$11,949.00.
11. YMCA, City Sports Sponsorship – 2<sup>nd</sup> half 2023/2024 Rec Service Fee, \$20,000.00.
12. Top Saw Tree Service LLC, Tree Removal, \$11,200.00.
13. Dollar General #21535, Over-the-Counter Cigarettes/Tobacco/Nicotine/Vapor **(renewal)**.
14. Mann Brothers LLC/DBA: Liquor+, Over-the-Counter Cigarettes/Tobacco/Nicotine/Vapor **(renewal)**.
15. Department Reports.

Discussions were held regarding items 8-10 and the continued engineering costs for these projects. Motion by Earnest, second by Moore to approve consent items 1-15. Motion carried. The Finance Director will provide the council with the total engineering costs for these projects.

Special Presentation: Mayor Millie Youngquist, Proclamation for Wednesday, June 19<sup>th</sup>, as “Juneteenth – Freedom Day”.

Mayoral Appointment: Washington County Mini Bus Board of Directors – Illa Earnest. Hotel Motel Administration Committee – Leslie Allender – 3-year term to end 6/30/2027. Hotel Motel Administration Committee – Charla Howard – 3-year term to end 6/30/2027. Motion by



Earnest, second by Rangel. Motion carried.

Kent Kraus, Eagle Point Solar Presentation on How Solar Works and PPA at a Glance. Discussions and questions were answered. No action was taken.

Special Events Request: Lincoln Upper Elementary Bike-a-Thon, September 13, 2024 starting at 9:00 a.m. (rain date of September 20, 2024). Motion by Stigers, second by Rangel. Motion carried.

Presentation from the Public: Dan Henderson presentation on “Juneteenth” and what it represents and means. He represents the Washington For Justice Group. He provided Juneteenth flags for the council members and staff.

The claims were presented by Finance Director, Kelsey Brown. Motion by Stigers, second by Morgan to approve claims report. Motion carried.

Motion by Stigers, second by Earnest to Approve a Motion to Place the Order for the FY25 Parks Mower. Motion carried.

Motion by Stigers, second by Rangel to Approve a Motion to Place the Order for the FY25 M/C Tonner Truck presented by staff up to \$90,000.00. Motion carried.

Discussions were held between the Planning & Zoning Board Member, Merle Hagie, Council and Ethan Hansen regarding the Alley Vacation Request at 414 W. 3<sup>rd</sup> Street. Hansen decided to not follow through with the request to purchase the vacant alley due to survey costs, access easement determination and such at this time. Motion by Stigers, second by Motion to permanently table this item until a new application with all the details outlined and agreements in place is presented. Roll Call: Ayes: Moore, Morgan, Earnest, Rangel, Stigers. Nays: None. Motion carried.

Motion by Earnest, second by Morgan for an Amended Resolution Directing the City Clerk to Give Notice to the Washington County Auditor to Hold A Special Election to Fill A Council Vacancy. Roll Call: Ayes: Moore, Morgan, Earnest, Rangel, Stigers. Nays: None. Motion carried. **(Resolution No. 2024-046).**

Motion by Stigers, second by Rangel of the 3<sup>rd</sup> Reading of an Ordinance Amending Chapter 92, Water Rates and Chapter 99, Sewer User Charge and Chapter 106, Collection of Solid Waste. Roll Call: Ayes: Rangel, Stigers, Moore, Morgan, Earnest. Nays: None. Motion carried. **(Ordinance No. 1161).**

Motion by Morgan, second by Stigers for the 1<sup>st</sup> Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, by Amending Chapter 69.07, “Persons with Disabilities Parking”. Roll Call: Ayes: Stigers, Earnest, Morgan, Moore, Rangel. Nays: None. Motion carried.

Motion by Moore, second by Stigers for Final Pay Order for the Housing Rehabilitation Program, 1027 E. 3<sup>rd</sup> St., to Holm Innovations, \$29,365.00. Motion carried.

Motion Moore, second by Morgan for Final Pay Order for the Housing Rehabilitation Program, 703 S. 3<sup>rd</sup> Ave., to L&M Construction, \$22,600.00. Motion carried.

Motion by Moore, second by Morgan for Final Pay Order for the Housing Rehabilitation Program, 312 E. Main St., to Manny's Eastern Iowa Roofing & Construction, \$35,000.00. Motion carried.

Motion by Pay Order for the Housing Rehabilitation Program, 326 E. Jefferson, to Swift & Swift LLC, \$15,300.00. Motion carried.

Mayor Youngquist asked if the Old Business Item #11 to Approve a Resolution Amending Certain Charges and Fees for the Elm Grove and Woodlawn Cemeteries was ready to be untabled. Kelsey Brown, Finance Director/City Administrator Pro Tem said it is not. Item still tabled.

Department reports were presented.

Motion by Stigers, second by Moore that the Regular Session held at 6:00 p.m., Tuesday, June 4, 2024, is adjourned at 7:17 p.m. Motion passed unanimously.

Amanda J. Waugh, City Clerk

Millie Youngquist, Mayor



Date	Invoice Number
May 31, 2024	130803
Payment Terms	Due Date
Upon Receipt	May 31, 2024

**Bill To:**  
 City of Washington, Iowa  
 215 E. Washington Street  
 Washington, IA 52353-2024  
 United States of America

**Company Address:**  
 1735 Market Street  
 42nd Floor  
 Philadelphia, PA 19103  
 +1 (215) 5676100  
 Federal Tax ID: 81-1642787

**Remittance Options:**

<b>Via ACH (preferred):</b> PFM Financial Advisors LLC Bank Name: M&T Bank ACH# (ACH): 031302955 Account #: 9865883681	<b>Via Wire:</b> Bank Name: M&T Bank ABA# (Wire): 022000046 Account #: 9865883681	<b>Via Mail:</b> PFM Financial Advisors LLC P.O. Box 65117 Baltimore, MD 21264-5117 United States of America
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**RE:** Continuing Disclosure for FY 2022-23

Professional Fees	\$2,000.00
<b>Total Amount Due</b>	<b>\$2,000.00</b>



Invoice Date 10 June 2024  
Terms 30 days  
Invoice Number 24-0610-7

Please remit payment to:  
Theia Management Consulting, LLC  
316 Aaron Avenue NW  
Bondurant, IA 50035

Activity	Fee
General Oversight & Mgmt (50%)	\$ 500.00
Initial Meeting to Start the Process	\$ 500.00
One on One Meetings	\$ 1,200.00
Preparation of Position Profile and Job Ads	\$ 1,500.00
Placement of ads	\$ 1,000.00
Organizational Survey & Summary Report	\$ 250.00
Approval of Profile & Organizational Effectiveness Session	\$ 500.00
Compilation of List & Contacts with Potential Candidates	\$ 800.00
Emailing/Mailing of Profiles	\$ 150.00
	\$ 6,400.00

Reimbursables

Mileage: Organizational Effectiveness Session (226 miles x \$0.67/	\$ 151.42
Meal: Organizational Effectiveness Session	11.01
	\$ 162.43

Total Invoice: \$ 6,562.43



# State of Iowa

Alcoholic Beverages Division

## Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CASEY'S MARKETING COMPANY	CASEY'S GENERAL STORE #3528	(319) 220-4029		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1730 E WASHINGTON ST		Washington	Washington	52353
MAILING ADDRESS	CITY	STATE	ZIP	
1 SE CONVENIENCE BLVD	Ankeny	Iowa	50021	

## Contact Person

NAME	PHONE	EMAIL
Licensing Team	(515) 381-4090	licensingteam@caseys.com

## License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0003274	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
July 1, 2024	June 30, 2025	

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES



# State of Iowa

Alcoholic Beverages Division

## Status of Business

BUSINESS TYPE

Corporation

## Ownership

### • Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
DOUGLAS BEECH	Ankeny	Iowa	50021	ASSISTANT SECRETARY	0.00	Yes
SAMUEL JAMES	Ankeny	Iowa	50021	PRESIDENT	0.00	Yes
BRIAN JOHNSON	Johnston	Iowa	50131	VICE PRESIDENT	0.00	Yes
SCOTT FABER	Johnston	Iowa	50131	SECRETARY	0.00	Yes
ERIC LARSEN	Ankeny	Iowa	50023	TREASURER	0.00	Yes
42-0935283 CASEY'S GENERAL STORE, INC.	ANKENY	Iowa	50021	OWNER	100.00	Yes
CASEY'S GENERAL STORES	Urbandale	Iowa	50322			
Carla Heckman						



# State of Iowa

Alcoholic Beverages Division

## Insurance Company Information

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INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE  
DATE

OUTDOOR SERVICE EXPIRATION  
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE  
DATE

TEMP TRANSFER EXPIRATION  
DATE





THE CITY OF WASHINGTON

"Cleanest City in Iowa"



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

P.O. Box 516  
215 E. Washington St.  
Washington, IA 52353  
319-653-6584  
Fax Only 319-653-5273

NOTIFICATION FORM –  
LIQUOR/BEER/CIGARETTE/DANCE  
LICENSE RENEWALS

Business Name: **Casey's General Store #3528**

Business Address: **1730 E Washington St.**

App #: **App-201663**

Type of License:    New:            Renewal:   X              Special            Five-Day:  
Amendment:       

Permanent Premise Transfer:

Beer/Wine Permit:

Liquor License: **Class E Retail Alcohol License**

Automatic Renewal:

Cigarette License:

Dance Permit:

Sunday Sales: *\*Sunday sales are now an inherent privilege included in your license type with no additional fee. You are no longer required to choose Sunday Sales as a separate privilege.*

Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **June 18, 2024**

Police: DCI background check and/or local background check:    Yes:            No:

Police Chief sign off \_\_\_\_\_ Date \_\_\_\_\_.

Fire: fire inspection done: Yes:            No:

Fire Chief sign off  Date 6/12/24



# State of Iowa

Alcoholic Beverages Division

## Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
NORTHSIDE DINER LLC	NORTHSIDE DINER			
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
106 W MAIN ST		WASHINGTON	WASHINGTON	52353
MAILING ADDRESS	CITY	STATE	ZIP	
406 W 2ND ST	WASHINGTON	Iowa	523531929	

## Contact Person

NAME	PHONE	EMAIL
ISABELLA SANTORO	3194613601	isabella.santoro@gmail.com

## License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Retail Alcohol License	12 Month	Pending Dramshop Review

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
May 20, 2024	May 19, 2025	

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES



# State of Iowa

Alcoholic Beverages Division

## Status of Business

BUSINESS TYPE

Limited Liability Company

## Ownership

### • Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
ISABELLA SANTORO	WASHINGTON	Iowa	523531929	OWNER	100.00	Yes

## Insurance Company Information

INSURANCE COMPANY

Illinois Casualty Co

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



THE CITY OF WASHINGTON

"Cleanest City in Iowa"



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

P.O. Box 516  
215 E. Washington St.  
Washington, IA 52353  
319-653-6584  
Fax Only 319-653-5273

NOTIFICATION FORM –

LIQUOR/BEER/CIGARETTE/DANCE

LICENSE RENEWALS

Business Name: **Northside Diner, LLC**

Business Address: **106 W Main St.**

App #: **App-200336**

Type of License: New:  X  Renewal: \_\_\_\_\_ Special Five-Day:  
Amendment: \_\_\_\_\_

Permanent Premise Transfer:

Beer/Wine Permit:

Liquor License: **Class C Retail Alcohol License**

Automatic Renewal:

Cigarette License:

Dance Permit:

Sunday Sales: *\*Sunday sales are now an inherent privilege included in your license type with no additional fee. You are no longer required to choose Sunday Sales as a separate privilege.*

Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **June 18, 2024**

Police: DCI background check and/or local background check: Yes: No:  
Police Chief sign off \_\_\_\_\_ Date \_\_\_\_\_

Fire: fire inspection done:  Yes  No:  
Fire Chief sign off  [Signature]  Date  06/12/24



**Additional instructions are on the final page.**

For period (MM/DD/YYYY) \_\_\_\_ / \_\_\_\_ / \_\_\_\_ through 06/30/ \_\_\_\_

Use this form to apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products at retail. If you need a different, non-retail cigarette or tobacco permit, use form 70-015. If approved, the permit is only valid for the location listed on the permit. You must obtain a separate retail permit for each location you own or operate.

**Business Information:**

Legal name/Doing business as (DBA): Washington Liquor & tobacco outlet

Iowa sales and use tax account number: 192009333

Retail address: 304 west Madison st City: Washington State: IA ZIP: 52353

Mailing address: 304 west Madison st City: Washington State: IA ZIP: 52353

Phone: (563-549-3600) 319 591 8365

**Legal Ownership Information:**

Type of ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP: D & P Holding LLC

Primary office address: 304 west Madison st City: Washington State: IA ZIP: 52353

Phone: 319-591-8365 Fax: \_\_\_\_\_ Email: dnpholdingllc304@gmail.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine  Vending machine that assembles cigarettes  Delivery sales of alternative nicotine/vapor products (see instructions)  Mobile sales (see instructions)  VIN: \_\_\_\_\_ License plate number: \_\_\_\_\_

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative nicotine products  Vapor products

**Type of Establishment: (Select the options that best describe the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store   
Other (provide description)  \_\_\_\_\_

Do you have other permits issued under Iowa Code chapter 453A? If yes, provide permit number(s):  
\_\_\_\_\_

Include with this application a list of your suppliers and customers on a separate sheet.

Farmers Broker, EB Brown, Maverick Distribution, Wildhorse Dist<sup>n</sup>,  
Identify partners or corporate officers if the business is not a sole proprietorship.

Name: Pramod Gajurel Title: owner / Manager

Address: 304 west Madison st

City: Washington State: IA ZIP: 52353

Name: Durga Gajurel Title: owner / Manager

Address: 304 west Madison st

City: Washington State: IA ZIP: 52353



Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

If this application is approved and a permit is granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products. I declare under penalties of perjury or false certificate, that I have examined this application, and to the best of my knowledge and belief, it is true, correct, and complete.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Printed name: Pramod Gajurel.

Printed name: Durga Gajurel.

Signature: [Signature]

Signature: [Signature]

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

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

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Send this completed application and the applicable fee to your local jurisdiction. If your local jurisdiction permits electronic transmission of this application, your email or fax signature will constitute a valid signature. It is up to your local jurisdiction to approve this application and issue the permit. You must have an approved permit issued to you by the local jurisdiction before acting as a retailer in that jurisdiction. You must separately apply in each local jurisdiction in which you plan to act as a retailer. If you have any questions about the status of your application, contact your city clerk (within city limits) or your county auditor (outside city limits). NOTE: A completed application is NOT a valid permit even if submitted to your local jurisdiction with the applicable fee.

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \$75.00
- Fill in the date the permit was approved by the council or board: 6-18-24
- Fill in the permit number issued by the city/county: 2024-
- Fill in the name of the city or county issuing the permit: Washington
- New  Renewal

Send completed/approved application to the Iowa Department of Revenue within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. If a permit is being exchanged due to change of location within the same jurisdiction, permittee should complete an application with new location information and application should be sent to the Department as described above. Permittees who exchange a valid permit are not required to pay an additional fee when an exchange application is submitted. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375



# 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 May 2024

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

Ryan Burkhart  
Police Officer

May was an active month with 498 calls for service.

Sgt. Chalupa, Officer Cardenas and Chief Lester joined the Washington County Sheriff's Office at the WCHC Kidz Fest.

Investigator VanWilligen talked with participants of an Alcohol Safe Serve program about the signs of intoxication and recognizing fake IDs.

A new patrol unit (#718) was put into service. We learned that our application to the WCRF for a take home car program was denied.

Lt. Altenhofen and Chief Lester attended the Iowa Police Chiefs Association Conference and Chief Lester attended a board meeting for the Iowa Chapter of Children's Advocacy Centers.

We have posted a police officer position and are receiving applications in anticipation of Lt. Hansen's retirement in August.

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

## 2024 Activity & Offense Report For the Month of: May

ACTIVITY	Previous Month	Current Month	Year – to – Date
<b>Calls For Service</b>	<b>474</b>	<b>498</b>	<b>2402</b>
Animal Calls	37	33	124
Animal Bites	2	2	11
Traffic Citations / Written Warnings	57	50	318
Parking Tickets	9	5	140
Golf Cart Registrations	8	5	17
Vehicle Unlocks	23	17	122
Arrest Warrants Served	12	11	44
Search Warrants Served	0	0	4
Mental Health Crisis	26	12	63
Traffic Stops	121	130	612
Traffic Accidents	11	15	68
Arrests	34	31	139
Criminal Complaints Filed	40	40	176
<b>Reportable Offenses</b>	<b>55</b>	<b>41</b>	<b>247</b>
Assaults	5	5	26
Burglary	2	2	6
Burglary to Motor Vehicle	0	0	3
Domestic Assault	3	1	17
No Contact Order Violation	2	0	5
Criminal Mischief/Vandalism	3	6	22
Drunkenness (Intoxication)	4	1	8
Driving Intoxicated (OWI)	1	0	9
Drug Offenses	4	1	15
Drug Paraphernalia	3	0	6
Harassment/Intimidation	1	7	16
Sex Offenses	0	0	4
Theft/Fraud (Includes Shoplifting)	9	11	45
Trespass	0	0	3
Weapons Violations	0	0	1

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 that 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.

# MAINTENANCE & CONSTRUCTION DEPT. REPORT

## 5-25-24/6-7-24

**STREETS:** Personnel finished prepping the seal coat streets for Pelling using 12 ton of material. Hauled several loads of tree damage over the last two weeks. Street sweeper ran its course. Personnel finished prepping the seal coat streets, Pelling will be in town toward the end of the week around June 14. Vogel Traffic Services were in town and painted the centerlines throughout the City limits. Personnel installed the ID sign of South Ave E-Augusta Nat BLVD. A couple of Wayfinding signs were installed (South 12th Ave & South Iowa Ave south of Sitler Dr.

**WATER DISTRIBUTION:** Personnel shut off 8 water services for nonpayment. Personnel cut out a 4 inch CIP tee out on East 3rd St (302) for the two properties that Alliant purchased.

**SEWER COLLECTION:** Personnel performed a 4 inch sewer tap located at 736 South B Ave.

**STORM SEWER COLLECTION:** Personnel N/A

**MECHANIC/SHOP:** Personnel serviced FD #5, Skid loader (joystick), #08 Parks Dept (fuel tank straps), Parks push mower (welding repair), Dodge tonner (blew out radiator), assisted with shutting waters off for nonpayment, #104 (replaced batteries), worked on putting our second grappler together and cleaned a few bay floors in the shop.

**OTHER:** Personnel assisted with Ridic Day barricades/cones/fence. Continued on yard waste pick up. Personnel responded to 67 One Call Locates. Personnel hauled numerous loads of spoil away from the shop. A couple of loads of cold mix was hauled back to the shop.

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

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



Brendan DeLong- Fire Chief  
Bill Hartsock- 1<sup>st</sup> Asst Fire Chief  
Jim Williams- 2<sup>nd</sup> Asst Fire Chief  
Lacie Porter- Asst Chief of EMS

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### May 2024 Activity Report

Structure fires- 2  
Vehicle Fires – 0  
Weather related- 1  
Mutual aid assists- 1  
Hazardous Incidents- 1  
Grass fires- 2  
Investigate/good intent- 5  
Rescue/accidents- 2  
Medical- 92  
**May calls for service- 106**

### January – May 2024 Calls for service.

Fire/Rescue calls – 76  
Medical calls – 373  
Total calls – 449

EMS Continues to be busy with 92 calls for service in May. We had two structure fires in May. One was a basement fire which resulted in minimal damage. The other one was an electrical fire which also resulted in minimal damage. One mutual aid call to Ainsworth for a gas leak. Overall, it was a busy month.

May training was held on May 22nd. We had the regional Hazmat Officer for CPKC Railroad come to our station to teach us about their operation and emergency response. This was good training given the increased amount of train traffic.

I attended numerous staff meetings and fire meetings. Full time staff continues to be busy responding to EMS & fire calls, fire inspections, rental inspections, and normal duties around the fire station. Asst Chief Lacie Porter, Chief Lester, and I continue to meet and study our EMS response. Our EMS service responds to around 20 calls per week. We are looking at options to avoid responder burnout. We received our LUCAS device, which was funded 100% through a grant. We got this set up and had some training on it. It has been placed into service. What a great asset to have! The members responded to some tough medical calls in the month of May, two of them being pediatric cardiac arrests. A couple of incident debriefings were held to discuss this response and what we can do to improve.

Members helped with KidsFest & Ridiculous days. We had great participation for both, and had numerous kids come and learn about the fire department and see some of our equipment. At Kidsfest, they were allowed to run our fire hose and see how it works. Andy Miller is in charge of our Fire Prevention outreach and did a great job of organizing these events.

Brendan S. DeLong  
Fire Chief  
Washington Fire Department

**WWTP report  
June 18<sup>th</sup> 2024  
Council meeting**

- **After hour alarm and dog call outs –**  
5-30-2024 WWTP generator alarm @ 5:30 p.m. Parker  
5-31-2024 WWTP TSS alarm @ 12:15 a.m. Parker  
6-5-2024 WWTP TSS alarm @ 12:42 a.m. Parker  
6-10-24 Generator alarm at Lexington lift station @ 4:25 p.m. Andrew
  
- **Dept Head meetings-** June 12<sup>th</sup>
  
- **Hydrogen Sulfide Gas-** We continue to have meetings and conference calls with IRE, NELCO, Fox eng., and City staff to resolve the issue. 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.
  
- **Grit pump-** Grit pump plugged again due to the paint chipping off the walls.
  
- **Lawn mowing-** Lawn mowing and grounds maintenance is ongoing.
  
- **WWTP May 2024, Discharge Monitoring Report (DMR) –** Average daily flow **2.813 million gallons (mg)**, maximum daily flow **5.437 mg**, minimum daily flow **1.341 mg**. There were **zero (0)** violations of the WWTP's NPDES discharge permit. Total precipitation for May = **>5.24"** (recorded at the WWTP).

<b>CBOD5 removal 85% required</b>	<b>result = 89.6%</b>
Influent CBOD5 monthly total =	663.7 mg/L
Effluent CBOD5 monthly total =	69.7 mg/L

<b>TSS removal 85% required</b>	<b>result =92.6 %</b>
Influent TSS monthly total =	1043 mg/L
Effluent TSS monthly total =	77.03 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  
6/13/2024 10:30 A.M.**



# Monthly Case Report

05/01/2024 - 05/31/2024

Case #	Case Date	Parcel Address	Description	Method of Warning	Clean up Deadline	Assigned To	Main Status
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**Group: Closed**

24327	5/30/2024	505 S. 11th Ave.	Long grass & Trash	Hanger	6/3/2024	Anna Duwa	Closed
24326	5/30/2024	622 S 2ND AVE	Long grass	Hanger	6/4/2024	Anna Duwa	Closed
24325	5/30/2024	910 E MADISON ST	Long grass	Hanger	6/3/2024	Anna Duwa	Closed
24324	5/30/2024	709 E JEFFERSON ST	Long grass	Hanger	6/3/2024	Anna Duwa	Closed
24323	5/30/2024	415 E JEFFERSON ST	Long grass	Hanger	6/3/2024	Anna Duwa	Closed
24322	5/30/2024	401 E JEFFERSON ST	Long grass	Hanger	6/3/2024	Anna Duwa	Closed
24321	5/30/2024	1024 N 4TH AVE	Long grass	Hanger	6/3/2024	Anna Duwa	Closed
24320	5/29/2024	1115 E 3RD ST	Long grass	Hanger	5/31/2024	Anna Duwa	Closed
24319	5/29/2024	615 E MADISON ST	Long grass	Hanger	5/31/2024	Anna Duwa	Closed
24318	5/22/2024	423 W MADISON ST	Long Grass	Phone Call	5/24/2024	Anna Duwa	Closed
24317	5/22/2024	601 S MarionAve	Long Grass	Verbal Warning	5/24/2024	Anna Duwa	Closed
24316	5/22/2024	317 N C AVE	Long Grass	Hanger	5/29/2024	Anna Duwa	Closed
24315	5/22/2024	615 W 2ND ST	Long Grass	Hanger	5/24/2024	Anna Duwa	Closed
24314	5/22/2024	313 W JEFFERSON ST	Long Grass	Hanger	5/24/2024	Anna Duwa	Closed
24313	5/22/2024	615 S MARION AVE	Long Grass	Hanger	5/24/2024	Anna Duwa	Closed
24312	5/22/2024	609 S MARION AVE	Long Grass	Hanger	5/24/2024	Anna Duwa	Closed



24311	5/22/2024	303 E JACKSON ST	Long Grass	Hanger	5/24/2024	Anna Duwa	Closed
24310	5/22/2024	722 S 3RD AVE	Long Grass	Hanger	5/24/2024	Anna Duwa	Closed
24309	5/22/2024	421 E MADISON ST	Long grass	Phone Call	5/24/2024	Anna Duwa	Closed
24308	5/21/2024	427 E WASHINGTON ST	Long grass	Phone Call	5/24/2024	Anna Duwa	Closed
24307	5/21/2024	626 E WASHINGTON ST	Long grass	Phone Call	5/24/2024	Anna Duwa	Closed
24306	5/20/2024	210 E 14TH ST	Grass	Phone Call	5/23/2024	Anna Duwa	Closed
24305	5/20/2024	821 N 8TH AVE	Long grass	Phone Call	5/28/2024	Anna Duwa	Closed
24304	5/20/2024	815 N 8TH AVE	Long grass	Hanger	5/20/2024	Anna Duwa	Closed
24303	5/20/2024	905 S 2nd Ave.	Fence w/o a permit, long grass	Notice of Violation	5/31/2024	Anna Duwa	Closed
24302	5/16/2024	400 W 3RD ST	Long grass	Phone Call	5/20/2024	Anna Duwa	Closed
24300	5/16/2024	309 E 7TH ST	Long grass	Phone Call	5/20/2024	Anna Duwa	Closed
24299	5/16/2024	301 E 7th St.	Long grass	Phone Call	5/20/2024	Anna Duwa	Closed
24298	5/16/2024	901 N 5TH AVE	Long grass, Tree limbs down, Trees hanging low on sidewalks	Phone Call	5/31/2024	Anna Duwa	Closed
24297	5/16/2024	618 E 3RD ST	Long grass	Phone Call	5/20/2024	Anna Duwa	Closed
24296	5/16/2024	809 S. 3rd Ave.	Long grass	Phone Call	5/20/2024	Anna Duwa	Closed
24295	5/15/2024	1309 N 3RD AVE	Long Grass	Hanger	5/17/2024	Anna Duwa	Closed
24294	5/15/2024	1409 N 2ND AVE	Long Grass	Phone Call	5/20/2024	Anna Duwa	Closed
24293	5/15/2024	219 W JEFFERSON ST	Long Grass	Hanger	5/17/2024	Anna Duwa	Closed
24292	5/15/2024	902 N MARION AVE	Long Grass	Phone Call	5/20/2024	Anna Duwa	Closed
24291	5/15/2024	214 S D AVE	Long Grass	Phone Call	5/20/2024	Anna Duwa	Closed
24290	5/15/2024	220 S D AVE	Long Grass	Phone Call	5/20/2024	Anna Duwa	Closed
24289	5/15/2024	1000 W MADISON ST	Long Grass	Verbal Warning	5/20/2024	Anna Duwa	Closed

24288	5/13/2024	731 S 4TH AVE	Long Grass	Phone Call	5/16/2024	Anna Duwa	Closed
24287	5/10/2024	217 N 4TH AVE	Long Grass	Hanger	5/10/2024	Anna Duwa	Closed
24286	5/10/2024	609 E 2ND ST	Long Grass	Hanger	5/10/2024	Anna Duwa	Closed
24285	5/10/2024	601 E 2nd St.	Long Grass	Hanger	5/10/2024	Anna Duwa	Closed
24284	5/10/2024	915 E 3RD ST	Long Grass	Hanger	5/10/2024	Anna Duwa	Closed
24283	5/10/2024	1009 E 2ND ST	Long Grass	Hanger	5/10/2024	Anna Duwa	Closed
24282	5/10/2024	1114 E MAIN ST	Long Grass	Hanger	5/10/2024	Anna Duwa	Closed
24281	5/8/2024	930 S 2ND AVE	Long Grass	Hanger	5/10/2024	Anna Duwa	Closed
24280	5/8/2024	821 N IOWA AVE	Grass	Phone Call	5/13/2024	Anna Duwa	Closed
24278	5/7/2024	713 W MADISON ST	Long grass	Phone Call	5/9/2024	Anna Duwa	Closed
24277	5/7/2024	615 E TYLER ST	Long grass	Phone Call	5/9/2024	Anna Duwa	Closed
24276	5/7/2024	800 W 3RD ST	Long grass	Hanger	5/9/2024	Anna Duwa	Closed
24275	5/7/2024	725 W 3RD ST	Long grass	Hanger	5/9/2024	Anna Duwa	Closed
24274	5/7/2024	521 S IOWA AVE	Long grass	Hanger	5/9/2024	Anna Duwa	Closed
24273	5/7/2024	426 S 3RD AVE	Long grass	Hanger	5/9/2024	Anna Duwa	Closed
24272	5/7/2024	314 N C AVE	Long grass	Phone Call	5/9/2024	Anna Duwa	Closed
24271	5/7/2024	420 W 3RD ST	Long grass	Phone Call	5/9/2024	Anna Duwa	Closed
24270	5/7/2024	940 S 4TH AVE	Long-grass	Notice of Violation	5/24/2024	Anna Duwa	Closed
24269	5/7/2024	120 McCreedy Dr	Long grass	Phone Call	5/10/2024	Anna Duwa	Closed
24268	5/7/2024	1301 E 3RD ST	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24267	5/7/2024	303 N B AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24266	5/7/2024	308 W 3RD ST	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24265	5/7/2024	508 N IOWA AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24264	5/7/2024	519 S C AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24263	5/7/2024	526 S MARION AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed



24262	5/7/2024	611 S. B Ave.	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24261	5/7/2024	945 S 3RD AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24260	5/7/2024	402 S IOWA AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24259	5/7/2024	616 S 2ND AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24258	5/7/2024	730 S 2ND AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24257	5/7/2024	925 S 2ND AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24256	5/6/2024	1008 E 3RD ST	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24255	5/6/2024	1002 E 3RD ST	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24254	5/6/2024	632 E 3rd St	Long grass	Phone Call	5/8/2024	Anna Duwa	Closed
24253	5/6/2024	419 E 3RD ST	Long grass	Phone Call	5/8/2024	Anna Duwa	Closed
24252	5/6/2024	319 N 4TH AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24251	5/6/2024	1110 N 6TH AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24250	5/6/2024	309 N B AVE	Long grass	Hanger	5/8/2024	Anna Duwa	Closed
24249	5/3/2024	615 S 4TH AVE	Parking Violation	Notice of Violation	5/22/2024	Anna Duwa	Closed
24248	5/3/2024	602 N 6TH AVE	Long grass	Phone Call	5/7/2024	Anna Duwa	Closed
24247	5/3/2024	1603 N 2ND AVE	Long grass	Phone Call	5/7/2024	Anna Duwa	Closed
24246	5/3/2024	628 W MAIN ST	Long grass	Phone Call	5/20/2024	Anna Duwa	Closed
24245	5/3/2024	508 N D AVE	Long grass	Hanger	5/3/2024	Anna Duwa	Closed
24244	5/2/2024	936 S IOWA AVE	Long grass	Phone Call	5/7/2024	Anna Duwa	Closed
24243	5/2/2024	940 S 4TH AVE	Long grass	Phone Call	5/7/2024	Anna Duwa	Closed
24242	5/2/2024	1103 N Iowa Ave.	Long grass	Hanger	5/3/2024	Anna Duwa	Closed
24241	5/2/2024	514 N D AVE	Long grass	Hanger	5/3/2024	Anna Duwa	Closed
24240	5/2/2024	609 S MARION AVE	Long grass	Hanger	5/3/2024	Anna Duwa	Closed
24239	5/2/2024	600 S 2ND AVE	Long grass	Hanger	5/3/2024	Anna Duwa	Closed
24238	5/2/2024	520 S 2ND AVE	Long grass	Hanger	5/3/2024	Anna Duwa	Closed

24237	5/2/2024	722 S 3RD AVE	Long grass	Hanger	5/3/2024	Anna Duwa	Closed
24236	5/2/2024	705 S B AVE	Long grass	Hanger	5/3/2024	Anna Duwa	Closed
24234	5/2/2024	110 E. Monroe St.	Waste containers left in ROW	Letter	5/15/2024	Anna Duwa	Closed
24205	5/1/2024	302 E 2ND ST	Long grass	Text Message	5/20/2024	Anna Duwa	Closed

**Group Total: 92**

**Group: Open**

24301	5/17/2024	114 E 7TH ST	Inoperable Vehicles	NoV	6/26/2024	Anna Duwa	Open
24279	5/24/2024	732 Perdock Ct.	Parking Violations & Junk in yard	Letter	6/14/2024	Anna Duwa	Open
24235	5/2/2024	821 N IOWA AVE	Garage roof issues, poss. abandoned building	Letter	7/1/2024	Anna Duwa	Open

**Group Total: 3**

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**Total Records: 95**

**6/14/2024**

**CITY OF WASHINGTON, IOWA  
CLAIMS REPORT  
JUNE 18, 2024**

<b>POLICE</b>	ARNOLD MOTOR SUPPLY	WAX	20.99
	ALTENHOFEN, SHAMUS	MILEAGE REIMBURSEMENT	288.20
	BDH TECHNOLOGY LLC	IT CONTRACT	764.00
	CALIBRE PRESS INC.	TRAINING-BRDECKA	359.00
	COBB OIL CO, INC.	FUEL	2,562.56
	FELD FIRE	HOOLIGAN TOOLS	691.00
	KCTC	PHONE & INTERNET	199.36
	KIECK'S CAREER APPAREL & UNIFORMS	UNIFORMS-KEPHART	259.96
	RANGEMASTERS TRAINING CENTER	OFFICER SUPPLIES	979.00
	RTS TACTICAL	PATROL CAR EQUIPMENT	1,259.98
	VERIZON WIRELESS	CELLULAR SERVICE	1,050.46
	WASHINGTON AUTO CENTER	EQUIPMENT SYSTEM REPAIR	405.97
		<b>TOTAL</b>	<b>8,840.48</b>
	<b>FIRE</b>	ALL AMERICAN PEST CONTROL	PEST CONTROL
ARNOLD MOTOR SUPPLY		PARTS	79.55
CENTRAL IOWA DISTRIBUTING		SUPPLIES	234.00
COBB OIL CO, INC.		FUEL	1,199.18
HAWKEYE FIRE & SAFETY		SUPPLIES	73.00
HIWAY SERVICE CENTER		PARTS & SERVICE	707.44
KCTC		PHONE & INTERNET	153.02
TOYNE INC		AIR VALVE PORT	121.24
VERIZON WIRELESS		CELLULAR SERVICE	80.02
		<b>TOTAL</b>	<b>2,679.95</b>
<b>EMS</b>	PORTER, LACIE	SHIRTS	427.20
		<b>TOTAL</b>	<b>427.20</b>
<b>DEVELOPMENT SERVICES</b>	IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	106.25
	VERIZON WIRELESS	CELLULAR SERVICE	179.24
	WASHINGTON DISCOUNT TIRE	SENSOR REPAIR	205.51
		<b>TOTAL</b>	<b>491.00</b>
<b>LIBRARY</b>	ALL AMERICAN PEST CONTROL	PEST CONTROL	40.00
	ACE-N-MORE	SUPPLIES	44.96
	ALLIANT ENERGY	ALLIANT ENERGY	1,467.12
	KCTC	PHONE & INTERNET	368.11
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	182.71
	VALENTINE, TAMMY	REIMB FOR HOMEBOUND SUPPLI	5.24
	WASHINGTON LUMBER	JANITORIAL SUPPLIES	32.64
		<b>TOTAL</b>	<b>2,140.78</b>
<b>PARKS</b>	ACE-N-MORE	SUPPLIES	85.97
	ALLIANT ENERGY	ALLIANT ENERGY	2,246.12
	ARNOLD MOTOR SUPPLY	PARTS	188.30
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	290.00
	COBB OIL CO, INC.	FUEL	1,276.22
	FAREWAY STORES	FLOWERS	29.94
	G & R MILLER CONSTRUCTION	TILE	52.00
	GRAINGER	SIGNS	26.07
	JOHN DEERE FINANCIAL	OIL FILTER	22.14
	KCTC	PHONE & INTERNET	340.21

	O'REILLY AUTOMOTIVE INC	PUMP REPAIR	15.18
	VERIZON WIRELESS	CELLULAR SERVICE	40.01
	WASHINGTON DISCOUNT TIRE	TIRE REPAIR	27.44
	WASHINGTON LUMBER	SUPPLIES	32.99
	WASHINGTON RENTAL	MOWER REPAIR	84.14
		<b>TOTAL</b>	<b>4,756.73</b>
<b>POOL</b>	ACCO	CHEMICALS/CONTROLLER	4,343.01
	ACE-N-MORE	SUPPLIES	8.57
	ALLIANT ENERGY	ALLIANT ENERGY	1,895.83
	ELECTRICAL ENGINEERING & EQUIPMENT CO	POOL LIGHTS	52.49
	KCTC	PHONE & INTERNET	190.93
		<b>TOTAL</b>	<b>6,490.83</b>
<b>CEMETERY</b>	ACE-N-MORE	SUPPLIES	196.02
	ARNOLD MOTOR SUPPLY	AIR FILTER/OIL/CUTOFF WHEELS	183.11
	BROZENE HYDRAULIC SERVICE	HYDRAULIC PUMP F600	506.27
	CASH-N-CARRY CHEMICALS LLC	WEED KILLER	842.00
	COBB OIL CO, INC.	FUEL	591.40
	KCTC	PHONE & INTERNET	120.28
	LOWRY EQUIPMENT	MOWER SEAT & PARTS	870.00
	LUKE'S HYDRAULIC SERVICE	F600 REPAIRS	426.10
	VERIZON WIRELESS	CELLULAR SERVICE	46.41
	WASHINGTON RENTAL	TRIMMER STRING	85.99
		<b>TOTAL</b>	<b>3,867.58</b>
<b>FINANCIAL ADMIN</b>	ACCESS SYSTEMS LEASING	COPIER LEASE	433.61
	ALBERT, KIRK	MILEAGE REIMB	127.07
	ALL AMERICAN PEST CONTROL	PEST CONTROL	32.50
	ALLIANT ENERGY	ALLIANT ENERGY	23.57
	GOOGLE LLC	EMAIL SUBSCRIPTION	395.99
	KCTC	PHONE & INTERNET	1,079.15
	POSTMASTER	P O BOX 85-YEARLY FEE	154.00
	VERIZON WIRELESS	CELLULAR SERVICE	26.89
	WASH COUNTY MINIBUS	LOST FOR JUNE	28,498.81
	WMPF GROUP LLC	ADVERTISING	75.00
		<b>TOTAL</b>	<b>30,846.59</b>
<b>AIRPORT</b>	BAUTISTA MIRANDA, YOLANDA	MAY CLEANING	375.00
	KCII	ADVERTISING	174.51
	US FIRST LLC	FLY IN EQUIPMENT	505.00
	VERIZON WIRELESS	CELLULAR SERVICE	46.41
	WEST LAWN CARE	AIRPORT MOWING	3,775.00
		<b>TOTAL</b>	<b>4,875.92</b>
<b>ROAD USE</b>	ALTORFER INC	ROLLER FOR CHIP & SEAL PRE	592.00
	ARNOLD MOTOR SUPPLY	PARTS	606.91
	COBB OIL CO, INC.	FUEL	1,499.84
	DOUDS STONE LLC	ROADSTONE	688.94
	EVANS WELDING LLC	GRAPPLE BUCKET PARTS	375.07
	IA DEPT OF TRANSPORTATION	STREET PAINT	846.24
	JOHN DEERE FINANCIAL	CHAINS & OIL FOR SAW/BROOM KIT	1,649.56
	ROSE EQUIPMENT LLC	COOLANT TANK FOR STREET SW	908.03
	S & G MATERIALS	RECYCLED ASPHALT	85.58
	WELLINGTON, EARL	TOOLS	45.00
	ZARNOTH BRUSH WORKS	BROOMS FOR ST SWEEPER	1,332.80
		<b>TOTAL</b>	<b>8,629.97</b>

<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY	12,191.51	
	J MARIE ELECTRIC LLC	REPAIR	170.00	
	SITLER'S SUPPLIES INC.	LED REPLACEMENT BULBS	352.00	
		<b>TOTAL</b>	<b>12,713.51</b>	
<b>SC RES UR</b>	WASHINGTON STATE BANK	TIF- VOGELS	27,012.32	
		<b>TOTAL</b>	<b>27,012.32</b>	
<b>INDUSTRIAL DEVELOP</b>	WEDG	MAY/JUNE- WEDGE SHARE- 915 E TY	8,597.76	
		<b>TOTAL</b>	<b>8,597.76</b>	
<b>RESIDENTIAL DEVELO</b>	WASH CO RECORDER	RECORDING AGREEMENT	32.00	
		<b>TOTAL</b>	<b>32.00</b>	
<b>DOG PARK</b>	TRACTOR SUPPLY	PUMP, SPRAYER & DOG FOOD	47.98	
		<b>TOTAL</b>	<b>47.98</b>	
<b>SAFETY FUND</b>	FELD FIRE	SAFETY SUPPLIES	1,073.60	
		<b>TOTAL</b>	<b>1,073.60</b>	
<b>PARK GIFT</b>	HY-VEE	FLOWERS	989.68	
		<b>TOTAL</b>	<b>989.68</b>	
<b>LIBRARY GIFT</b>	AMAZON CAPITAL SERVICES	SRC PROGRAMMING/MID EQUIP	190.09	
	BAKER & TAYLOR	LIBRARY MATERIALS	190.78	
	BUTIKOFER-MCDERMOTT, LINDSAY	SUMMER READING	299.10	
	CENGAGE LEARNING INC/GALE	LIBRARY MATERIALS	49.48	
	FAREWAY STORES	PROGRAM SUPPLIES	14.97	
	IOWA STATE UNIVERSITY-TREASURER'S OFFI	SRC PROGRAM	503.49	
	LEFF, ALEXANDER WAYNE	SRC PROGRAM	200.00	
	OVERDRIVE, INC.	DIGITAL MATERIALS	146.99	
	STRUTZ,CURT	DINO PERFORMANCE	450.00	
		<b>TOTAL</b>	<b>2,044.90</b>	
	<b>WATER PLANT</b>	ALLIANT ENERGY	ALLIANT ENERGY	15,983.59
		ARNOLD MOTOR SUPPLY	PARTS	26.39
		BARNES, STEVE	WATER DEPOSIT REFUND	28.43
		CHAVEZ, CINDY JARAMI	WATER DEPOSIT REFUND	76.77
COBB OIL CO, INC.		FUEL	141.20	
DOUGHTY, JAMES		WATER DEPOSIT REFUND	105.73	
EICHELBERGER FARMS I		WATER DEPOSIT REFUND	216.19	
ELECTRIC PUMP		ELECTRIC PUMP	902.49	
EPPERLY, RANDY		MILEAGE REIMBURSEMENT	12.45	
FERGUSON WATERWORKS# 2516		METER	1,209.18	
FRANCKOWIAK, SAMUEL		WATER DEPOSIT REFUND	53.59	
GOODWIN, RHONDA		WATER DEPOSIT REFUND	73.96	
ION ENVIRONMENTAL SOLUTIONS		LAB SERVICE	148.00	
KCTC		PHONE & INTERNET	158.67	
KRAMME, MICHAEL		WATER DEPOSIT REFUND	63.41	
LUKENBILL-BOWLE, JON		WATER DEPOSIT REFUND	91.70	
MORALES, JOSE		WATER DEPOSIT REFUND	43.56	
PERERA, XAVIAR		WATER DEPOSIT REFUND	106.45	
PIERCE, MICHAELA		WATER DEPOSIT REFUND	118.54	
REDLINGER, KELSEY		WATER DEPOSIT REFUND	63.26	
SHEPHERD JR, ROBERT		WATER DEPOSIT REFUND	47.64	

	VERIZON WIRELESS	CELLULAR SERVICE	46.41
	YOUNG, BRAILEY L	WATER DEPOSIT REFUND	113.19
		<b>TOTAL</b>	<b>19,830.80</b>
<b>WATER DISTRIBUTION</b>	ARNOLD MOTOR SUPPLY	PARTS/SHOP SUPPLY	39.31
	COBB OIL CO, INC.	FUEL	496.94
	ALLIANT ENERGY	ALLIANT ENERGY	28.41
	JOHN DEERE FINANCIAL	KABOTA PARTS	399.89
	KCTC	PHONE & INTERNET	104.31
	CUSTOM IMPRESSIONS INC	SAFETY SHIRTS	428.29
	VERIZON WIRELESS	CELLULAR SERVICE	46.41
	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	150.44
		<b>TOTAL</b>	<b>1,694.00</b>
<b>SEWER PLANT</b>	ALL AMERICAN PEST CONTROL	PEST CONTROL	35.00
	ALLIANT ENERGY	ALLIANT ENERGY	423.65
	COBB OIL CO, INC.	FUEL	619.68
	EUROFINS ENVIRONMENT TESTING NC	CERTIFIED TESTING	2,011.60
	IGRAPHIX, INC	H2S METER SHIPPING	16.45
	JOHN DEERE FINANCIAL	MOWER BLADES	94.16
	KCTC	PHONE & INTERNET	197.67
	TRACTOR SUPPLY	PUMP, SPRAYER & DOG FOOD	156.17
	VERIZON WIRELESS	CELLULAR SERVICE	92.82
		<b>TOTAL</b>	<b>3,647.20</b>
<b>SEWER COLLECTION</b>	ALLIANT ENERGY	ALLIANT ENERGY	721.80
	COBB OIL CO, INC.	FUEL	986.14
	KCTC	PHONE & INTERNET	104.31
	RIVER PRODUCTS	ROADSTONE	154.26
	VERIZON WIRELESS	CELLULAR SERVICE	38.01
	WASHINGTON DISCOUNT TIRE	BACKHOE TIRES	850.18
		<b>TOTAL</b>	<b>2,854.70</b>
<b>SANITATION</b>	JOHNSON COUNTY REFUSE INC	STICKERS/SERVICE/CLEAUP	48,161.91
		<b>TOTAL</b>	<b>48,161.91</b>
		<b>TOTAL</b>	<b>202,747.39</b>

Revenue Summary

ELEVEN MONTH ANALYSIS - 91.67% OF FY23-24 COMPLETED

GENERAL FUND

91.67% >>> % of Budget Year

\*\* Ahead of budget is Good! (AB)  
UB - Under Budget!

Department	Fund No	Dept No.	Annual Budget	Eleven Month		% of Budget Rec'd YTD	Ahead/Behind Budget	Explanation for YTD performance
				Budget	Actual			
Police	001	1010	407,082	373,172	397,057	97.54%	23,885	Federal Grants AB \$1,856; LOST AB \$31,237; Misc Rev UB \$9,314 County Contributions UB \$7,631; LOST AB \$11,870; Grants UB \$2,083  TTL Licenses/Permits AB \$1,654; Nuisance Reim to date \$4,515 Library Service AB \$13,724;  Sale of Lots UB \$7,151; Charges for Service AB \$8,387 Taxes AB \$271,750; Interest UB \$4,950; Transfer in AB \$85,789  General Fund is ahead of budget for the year due to property taxes and local option sales tax
Fire	001	1050	262,600	240,725	243,247	92.63%	2,522	
EMS	001	1060	-	-	220	#DIV/0!	220	
Animal Control	001	1090	2,000	1,833	810	40.50%	(1,023)	
Development Services	001	2060	79,050	72,465	70,879	89.66%	(1,586)	
Library	001	4010	86,180	79,001	91,894	106.63%	12,892	
Parks	001	4030	500	458	1,436	287.14%	977	
Pool	001	4035	-	-	101	#DIV/0!	101	
Cemetery	001	4050	84,000	77,003	78,899	95.93%	1,896	
Clerk/Treas	001	6020	3,500,014	3,208,463	3,554,723	101.56%	346,260	
TTL General Fund			4,421,426	4,053,121	4,439,266	100.40%	386,145	
			Fiscal Year 23 MAY			98.50%		
Airport General Fund	002	2080	421,000	385,931	302,525	71.86%	(83,406)	Airport Fuel sales UB \$79,074; Rent UB \$4,532 Fuel sales: \$228,021 vs. expense \$217,110 = \$10,911
Road Use	110	2010	1,131,388	1,037,143	1,034,651	91.45%	(2,483)	Road Use Taxes AB \$4,567; Transfers in UB \$11,974
ENTERPRISE/UTILITY FUNDS								
Water Plant	600	8010	2,011,435	1,843,882	1,806,694	89.82%	(37,188)	Charges for Services UB \$26,330;
Water Distr	600	8012	-	-	696	#DIV/0!	696	
TTL Water Utility			2,011,435	1,843,882	1,807,390	89.86%	(36,493)	
Sewer Plant	610	8015	2,347,466	2,151,922	2,280,866	97.16%	128,944	Charges for Services AB \$126,330
Sewer Collection	610	8017	112,000	102,670	136,986	124.09%	36,315	Transfers in AB \$36,315
TTL Sanitary Sewer			2,459,466	2,254,592	2,419,852	98.39%	165,260	
Sanitation	670	8040	625,635	573,520	627,888	100.36%	54,368	Charges for Services AB \$53,299;

SUMMARY:

Our General Fund is ahead of budget due to property taxes and local option sales tax  
Our Sewer and Sanitation funds are over budget due to charges for services

CITY OF WASHINGTON, IOWA  
MONTH TO DATE TREASURERS REPORT  
MAY 31, 2024

FUND	5/1/2024		REVENUES NOT YET RECEIVED	5/31/2024	
	BEGINNING CASH BALANCE	M-T-D REVENUES		M-T-D EXPENDITURES	ENDING CASH BALANCE
001-GENERAL FUND	1,562,609.68	246,236.34	-	335,473.68	1,473,372.34
002-AIRPORT FUND	369,821.35	16,431.14	-	5,644.29	380,608.20
010-CHAMBER REIMBURSEMENT	11,231.33	16,968.66	-	10,131.37	18,068.62
011-MAIN STREET REIMBURSEMENT	3,343.10	4,701.65	-	4,054.12	3,990.63
012-WEDG REIMBURSEMENT	3,600.20	9,573.25	-	8,727.04	4,446.42
050-DOWNTOWN INCENTIVE GRANT	256,473.15	-	-	-	256,473.15
110-ROAD USE	632,320.93	89,826.34	-	53,588.08	668,559.19
112-EMPLOYEE BENEFITS	-	45,857.16	-	45,857.16	-
113-LIABILITY INSURANCE	-	-	-	-	-
114-EMERGENCY LEVY	-	3,457.44	-	3,457.44	-
121-LOCAL OPTION SALES TAX	-	113,995.25	-	113,995.25	-
122-LOST DEBT SERVICE	133,070.00	-	-	133,020.00	50.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	117,820.67	16,586.57	-	13,392.21	121,015.03
125-UNIF COMM UR-NE IND	-	4,837.52	-	4,837.52	-
126-SE RES UR	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	21,662.52	-	-	21,662.52	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-
129-SC RES UR	37,635.06	4,179.67	-	-	41,814.73
130-URBAN RENEWAL AREA #3D	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-
132-UNIF COMM UR - EBD	-	-	-	-	-
133-UNIF COMM UR-IRE	57,611.76	-	-	57,611.76	-
134-DOWNTOWN COMM UR	3,206.71	-	-	2,469.27	737.44
145-HOUSING REHABILITATION	74,981.68	-	-	-	74,981.68
146-LMI TIF SET-ASIDE	69,015.79	-	-	-	69,015.79
200-DEBT SERVICE	813,623.25	359,944.85	-	1,160,916.25	12,651.85
300-CAPITAL EQUIPMENT	650,056.26	85,682.17	-	165,745.00	569,993.43
301-CAPITAL PROJECTS FUND	323,557.59	73,129.14	-	38,472.25	358,214.48
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	899,337.69	-	-	-	899,337.69
308-INDUSTRIAL DEVELOPMENT	540,954.63	9,386.00	-	97.00	550,243.63
309-MUNICIPAL BUILDING	-	-	-	-	-
310-WELLNESS PARK	(139,229.71)	350.00	-	39,774.50	(178,654.21)
311-SIDEWALK REPAIR & REPLACE	78,680.86	583.00	-	4,441.00	74,822.86
312-TREE REMOVAL & REPLACE	17,298.59	-	-	-	17,298.59
315-RESIDENTIAL DEVELOPMENT	550,526.45	158.98	-	62,808.00	487,877.43
317-ARPA CAPITAL PROJECTS	761,052.00	2,663.11	-	540,000.00	223,715.11
325-BUILDING & FACILITY MAINT	79,226.83	-	-	-	79,226.83
510-MUNICIPAL BAND	12,106.96	-	-	-	12,106.96
520-DOG PARK	3,929.13	-	-	-	3,929.13
530-TREE COMMITTEE	16,262.05	3,730.40	-	164.06	19,828.39
535-NEIGHBORHOOD PRIDE	-	-	-	-	-
540-POLICE FORFEITURE	3,631.25	-	-	-	3,631.25
541-K-9 PROGRAM	4,591.29	50.00	-	51.58	4,589.71
545-SAFETY FUND	5,802.33	-	-	-	5,802.33
550-PARK GIFT	21,207.13	4,619.09	-	1,522.45	24,303.76
570-LIBRARY GIFT	32,777.35	6,042.45	-	15,043.24	23,776.56
580-CEMETERY GIFT	2,023.00	-	-	-	2,023.00
590-CABLE COMMISSION	-	-	-	-	-
600-WATER UTILITY	849,337.52	167,576.98	-	340,077.69	676,836.81
601-WATER DEPOSIT FUND	33,455.00	1,650.00	-	1,050.00	34,055.00
602-WATER SINKING	-	-	-	-	-
603-WATER CAPITAL PROJECTS	70,715.79	563,045.03	-	158,779.42	474,981.40
610-SANITARY SEWER	1,376,500.20	252,402.12	-	139,741.65	1,489,160.67
612-SEWER SINKING	-	-	-	-	-
613-SEWER CAPITAL PROJECTS	-	-	-	-	-
670-SANITATION	203,046.34	57,227.30	-	52,812.30	207,461.34
910-LIBRARY TRUST	-	-	-	-	-
950-SELF INSURANCE	575,344.37	4,214.27	-	1,310.29	578,248.35
951-UNEMPLOYMENT SELF INS	78,020.20	345.59	-	-	78,365.79
<b>TOTAL BALANCE</b>	<b>11,297,408.28</b>	<b>2,165,451.48</b>	<b>-</b>	<b>3,536,728.40</b>	<b>9,926,131.36</b>

**Cash In Bank - Pooled Cash**

		Interest Rate
Wash St. Bank - Operating Account	1,367,957.32 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	-
Cash In Drawer	350.00	N/A
Investment In IPAIT	1,104,617.34	0.20%
Wash St - Farm Mgmt Acct	218,491.23	-
Wash St Bank - CD 1/14/2019	533,641.99	0.65%
Wash St Bank - CD 08/30/2018	273,850.34	0.65%
Wash St Bank - ISC Account	4,927,805.58	4.25%
IPAIT CD-3 Month 5/22/24	1,499,417.56	5.25%
<b>TOTAL CASH IN BANK</b>	<b>9,926,131.36</b>	

(1) Washington State Bank  
Outstanding Deposits & Checks/Wages payable  
1,367,957.32



CITY OF WASHINGTON, IOWA  
YEAR TO DATE TREASURERS REPORT  
MAY 31, 2024

FUND	7/1/2023		REVENUES NOT YET RECEIVED	Y-T-D		5/31/2024
	BEGINNING CASH BALANCE	Y-T-D REVENUES		EXPENDITURES	EXPENSES NOT YET EXPENDED	
001-GENERAL FUND	1,065,425.77	4,439,265.50	-	4,031,528.97	210.04	1,473,372.34
002-AIRPORT FUND	369,888.93	302,525.17	-	291,805.90	-	380,608.20
010-CHAMBER REIMBURSEMENT	10,088.48	155,138.56	-	147,158.42	-	18,068.62
011-MAIN STREET REIMBURSEMENT	-	51,872.35	-	47,905.92	24.20	3,990.63
012-WEDG REIMBURSEMENT	3,086.13	101,584.90	-	100,287.49	62.88	4,446.42
050-DOWNTOWN INCENTIVE GRANT	231,473.15	100,000.00	-	75,000.00	-	256,473.15
110-ROAD USE	687,333.66	1,034,660.68	-	1,053,460.25	25.10	668,559.19
112-EMPLOYEE BENEFITS	-	936,809.73	-	936,809.73	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	70,658.22	-	70,658.22	-	-
121-LOCAL OPTION SALES TAX	-	1,172,539.46	-	1,172,539.46	-	-
122-LOST DEBT SERVICE	-	156,640.00	-	156,590.00	-	50.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	147,401.86	80,366.96	-	106,753.79	-	121,015.03
125-UNIF COMM UR-NE IND	-	56,090.03	-	56,090.03	-	-
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	43,325.04	-	43,325.04	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	-	93,451.78	-	51,637.05	-	41,814.73
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	-	23,762.37	-	23,762.37	-	-
133-UNIF COMM UR-IRE	-	138,985.89	-	138,985.89	-	-
134-DOWNTOWN COMM UR	-	7,813.69	-	7,076.25	-	737.44
145-HOUSING REHABILITATION	54,710.32	100,000.00	-	79,728.64	-	74,981.68
146-LMI TIP SET-ASIDE	150,745.64	18,270.15	-	100,000.00	-	69,015.79
200-DEBT SERVICE	16,506.81	1,315,577.54	-	1,319,432.50	-	12,651.85
300-CAPITAL EQUIPMENT	445,916.32	456,296.31	-	332,219.20	-	569,993.43
301-CAPITAL PROJECTS FUND	1,474,256.29	1,336,310.43	-	2,452,352.24	-	358,214.48
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	588,609.77	487,707.92	-	176,980.00	-	899,337.69
308-INDUSTRIAL DEVELOPMENT	469,288.85	177,490.68	-	96,535.90	-	550,243.63
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	119,024.95	230,634.95	-	528,314.11	-	(178,654.21)
311-SIDEWALK REPAIR & REPLACE	131,806.86	1,354.00	-	58,338.00	-	74,822.86
312-TREE REMOVAL & REPLACE	20,198.59	-	-	2,900.00	-	17,298.59
315-RESIDENTIAL DEVELOPMENT	525,931.88	31,965.55	-	70,020.00	-	487,877.43
317-ARPA CAPITAL PROJECTS	876,257.81	31,050.30	-	683,593.00	-	223,715.11
325-BUILDING & FACILITY MAINT	87,560.83	-	-	8,334.00	-	79,226.83
510-MUNICIPAL BAND	8,051.96	4,055.00	-	-	-	12,106.96
520-DOG PARK	4,178.88	-	-	249.75	-	3,929.13
530-TREE COMMITTEE	14,584.57	9,815.40	-	4,571.58	-	19,828.39
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FOREFEITURE	3,631.25	-	-	-	-	3,631.25
541-K-9 PROGRAM	1,726.70	6,936.86	-	4,073.85	-	4,589.71
545-SAFETY FUND	5,102.33	1,000.00	-	300.00	-	5,802.33
550-PARK GIFT	99,369.21	6,360.83	-	81,426.28	-	24,303.76
570-LIBRARY GIFT	316,691.26	197,092.81	-	490,007.51	-	23,776.56
590-CEMETERY GIFT	2,023.00	7,480.00	-	7,480.00	-	2,023.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	511,522.13	1,807,389.52	-	1,642,195.91	121.07	676,836.81
601-WATER DEPOSIT FUND	32,295.00	16,200.00	-	14,440.00	-	34,055.00
602-WATER SINKING	-	36,290.00	-	36,290.00	-	-
603-WATER CAPITAL PROJECTS	-	2,476,166.70	-	2,001,185.30	-	474,981.40
610-SANITARY SEWER	478,609.98	2,419,852.34	-	1,409,443.72	144.07	1,489,160.67
612-SEWER SINKING	-	110,363.75	-	110,363.75	-	-
613-SEWER CAPITAL PROJECTS	-	-	-	-	-	-
670-SANITATION	122,798.78	627,887.88	-	543,225.32	-	207,461.34
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	545,813.94	86,092.86	-	53,658.45	-	578,248.35
951-UNEMPLOYMENT SELF INS	77,725.61	6,571.46	-	6,031.28	-	78,365.79
TOTAL BALANCE	9,778,807.50	20,971,903.57	-	20,825,067.07	(587.36)	9,926,131.36

Cash in Bank - Pooled Cash

		Interest Rate
Wash St. Bank - Operating Account	1,367,957.32 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	-
Cash in Drawer	350.00	N/A
Investment in IPAIT	1,104,617.34	0.20%
Wash St - Farm Mgmt Acct	218,491.23	-
Wash St Bank - CD 1/14/2019	533,641.99	0.65%
Wash St Bank - CD 08/30/2018	273,850.34	0.65%
Wash St Bank - JSC Account	4,927,805.58	4.25%
IPAIT CD-3 Month 5/22/24	1,499,417.56	5.25%
TOTAL CASH IN BANK	9,926,131.36	

(1) Washington State Bank	1,455,136.13
Outstanding Deposits & Checks/Wages payable	(87,178.81)
	1,367,957.32

CITY OF WASHINGTON, IOWA  
MONTH TO DATE REVENUE REPORT  
MAY 31, 2024

FUND	M-T-D REVENUES
001-GENERAL FUND	246,236.34
002-AIRPORT FUND	16,431.14
010-CHAMBER REIMBURSEMENT	16,968.66
011-MAIN STREET REIMBURSEMENT	4,701.65
012-WEDG REIMBURSEMENT	9,573.26
050-DOWNTOWN INCENTIVE GRANT	-
110-ROAD USE	89,826.34
112-EMPLOYEE BENEFITS	45,857.16
113-LIABILITY INSURANCE	-
114-EMERGENCY LEVY	3,457.44
121-LOCAL OPTION SALES TAX	113,995.25
122-LOST DEBT SERVICE	-
123-LOST DEBT SERVICE RESERVE	-
124-HOTEL/MOTEL TAX	16,586.57
125-UNIF COMM UR-NE IND	4,837.52
126-SE RES UR	-
127-UNIF COMM UR - BRIARWOOD	-
128-URBAN RENEWAL AREA #3B/D	-
129-SC RES UR	4,179.67
130-URBAN RENEWAL AREA #3D	-
131-URBAN RENEWAL AREA #4	-
132-UNIF COMM UR - EBD	-
133-UNIF COMM UR-IRE	-
134-DOWNTOWN COMM UR	-
145-HOUSING REHABILITATION	-
146-LMI TIF SET-ASIDE	-
200-DEBT SERVICE	359,944.85
300-CAPITAL EQUIPMENT	85,682.17
301-CAPITAL PROJECTS FUND	73,129.14
303-WWTP CAPITAL PROJ FUND	-
305-RIVERBOAT FOUND CAP PROJ	-
308-INDUSTRIAL DEVELOPMENT	9,386.00
309-MUNICIPAL BUILDING	-
310-WELLNESS PARK	350.00
311-SIDEWALK REPAIR & REPLACE	583.00
312-TREE REMOVAL & REPLACE	-
315-RESIDENTIAL DEVELOPMENT	158.98
317-ARPA CAPITAL PROJECTS	2,663.11
325-BUILDING & FACILITY MAINT	-
510-MUNICIPAL BAND	-
520-DOG PARK	-
530-TREE COMMITTEE	3,730.40
535-NEIGHBORHOOD PRIDE	-
540-POLICE FORFEITURE	-
541-K-9 PROGRAM	50.00
545-SAFETY FUND	-
550-PARK GIFT	4,619.09
570-LIBRARY GIFT	6,042.45
580-CEMETERY GIFT	-
590-CABLE COMMISSION	-
600-WATER UTILITY	167,576.98
601-WATER DEPOSIT FUND	1,650.00
602-WATER SINKING	-
603-WATER CAPITAL PROJECTS	563,045.03
610-SANITARY SEWER	252,402.12
612-SEWER SINKING	-
613-SEWER CAPITAL PROJECTS	-
670-SANITATION	57,227.30
910-LIBRARY TRUST	-
950-SELF INSURANCE	4,214.27
951-UNEMPLOYMENT SELF INS	345.59
TOTAL BALANCE	<u>2,165,451.48</u>

*Kelsey Brown City  
Administrator  
Millie Youngquist, Mayor  
Amanda Waugh, City Clerk  
Kevin Olson, City Attorney*



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

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Please see information below on Avant loader for Parks Dept.

Avant purchase FY25

City Tractor – North Liberty, IA

New Avant 530 compact loader with cab + Heat \$60,588

Parks board and Council have budgeted funds (\$65,000) for a new Avant 530 Multi- purpose loader in FY25. Price includes Sourcewell government discount on machine and attachments.

We will be trading in our small Kubota F3680 with 1,200 hours on it, with the attachments.

See attached spreadsheet for costs and trade in breakdown. We have \$65,000 budgeted for this new machine and attachments.

I would recommend approving of the Avant 530 loader. With the purchase of the attachments this will be a very useful machine. The machine is smaller and will have more lift capacity than our large Kubota tractor and be more maneuverable and easier on the turf than a skid steer, tractor or backhoe. In the future we can budget for other attachments which will help us maintain the Parks and properties to high standard. The current large (60HP) Kubota tractor is being transferred to M/C dept for their use. If you have any questions please let me know.

Thanks,

Nick Pacha

January 4, 2024

To: City of Washington Parks Dept.

From: Andrew Buck, Sales  
City Tractor Co.  
North Liberty, IA

Re: Avant Pricing

1 – New Avant 530 Compact Loader with GT Cab with Heat	\$68,600.00
-GT Cab with Heat	
-26x12-12 Grass Tires	
-6 Function Joystick with Self Leveling	
-Rear Side Weights	
-Work Light Kit	
-Attachment Control Switch Pack	
-Anti Slip Valve	
-Block Heater	
	Sourcwell Discount Price      \$60,368.00
	Dealer Set up                         \$ 220.00
1 – New Avant 1100 Rotary Broom with Angling	\$5,576.80
1 – New Avant 1500 Rotary Broom with Angling	\$5,726.40
1 – New Avant Snow/Dozer Blade 2000	\$4,571.20
1 – New Avant 57" HD General Bucket	\$1,349.60
1 – New Avant 33" Pallet Forks with Backstop	\$1,202.80
1 – New Avant 57" Cutting Bar	\$5,320.00
1 – New Avant 1150 Snowblower with Elec Height Adjustment	\$7,761.60
Trade Allowance:	
1 – 2010 Kubota F3680 with Mower Deck, Broom, Blade, Blower	(\$13,000.00)
1 – Skid Steer Pallet Forks	(\$ 675.00)

Above attachments are also figured at Sourcwell price (List minus 12%)

New Avant 530 Compact Loader with GT Cab with Heat	\$60,588
1 – New Avant 1500 Rotary Broom with Angling	\$5,727
1 – New Avant Snow/Dozer Blade 2000	\$4,572
New Avant 33" Pallet Forks with Backstop	\$1,203
New Avant 57" HD General Bucket	\$1,350
New Avant 1150 Snowblower with Elec Height	
Adjustment	\$7,762
	<u>\$81,202</u>

Trade in small Kubota- mower, blower, blade, broom	\$13,000
Trade in Large kubota front Blade	\$2,050
Trade in Pallett forks	\$675
	<u>\$15,725</u>

<b>Cost to City</b>	<b>\$65,477</b>
---------------------	-----------------



# AVANT<sup>®</sup> 500



## Excellent choice with robust and simple hydraulics

- ✓ Simple, effective hydraulics means good power and low operating costs
- ✓ Easy to transport with car trailer
- ✓ Optidrive™ drive circuit gives more power for the drive and hydraulic attachments

500 series is in the middle of Avant loader range in terms of size and performance. 500 series loaders are well suited for a wide range of customer segments thanks to their power and straight forward hydraulics which is needed in many jobs. The compact dimensions and good maneuverability allow working in a large variety of environments. 500 series can also lift amazingly heavy loads compared to the size of the machine.

500 series is a reliable partner for all-round use. Like all Avants, it can be equipped following customer needs, including all cab options (L, LX, DLX). The comprehensive Avant attachment range guarantees efficient working all year round.

All articulated Avant loaders are equipped with a hydrostatic drive system. There is a hydraulic drive motor on each wheel. The drive circuit is equipped with valves with which traction can be controlled in different situations. In order to avoid tyre marks on soft and sensitive surfaces when turning, the system allows the wheels on the left and right sides of the loader to roll at different speeds. This also reduces tyre wear on hard surfaces.

Avant attachments have been designed to work as an equal partner on Avant loaders. The best machine-attachment combination and work efficiency can only be achieved when a good machine is fitted with attachments that are specifically designed for the machine. The dimensions, auxiliary hydraulics output and other features of Avant are in perfect balance with the attachments.



**96-101 in**



**3020-3220 lb**



**110 in**



**1750-2100 lb**



**22-25 hp  
diesel**



**0-12 MPH**

# specifications



## height with cab

Wheel size	26x12.00-12 320/60-12*	27x8.50-15
Cab L	80.1 in	80.6 in
Cab LX	79.7 in	80.2 in
Cab DLX	80.5 in	81.0 in

\* With 23" wheels machine is 0.6 in lower

## machine width

Wheel size	Profile	Width
27 x 8.50 - 15*	TR	40.6 in/44.6 in
23 x 8.50 - 12	TR or grass	42.5 in
23 x 10.50 - 12	TR or grass	44.5 in
26 x 12.00 - 12*	TR or grass	50.8 in
320/60-12 HD*	TR	50.8 in
26,5 x 14.00 - 12**	grass	55.9 in

\* Bigger wheels will increase total machine height by 0.8-1.4 in

\*\* Requires 1.6 in spacers on the wheel hubs

### Model

	AVANT 523	AVANT 528	AVANT 530
Length	96.1 in	101.2 in	101.2 in
Width (with standard wheels)	44.5 in	44.9 in	44.9 in
Height (with standard wheels)	78.2 in	78.2 in	78.2 in
Weight	3020 lb	3130 lb	3220 lb
Standard wheels	23x10.50-12" TR or grass	23x10.50-12" TR or grass	23x10.50-12" TR or grass
Transmission, drive	hydrostatic Avant Optidrive™	hydrostatic Avant Optidrive™	hydrostatic Avant Optidrive™
Pulling force	1985 lbf	2100 lbf	2315 lbf
Drive speed (max.)	7.5 MPH	7.5 MPH	12 MPH
Auxiliary hydraulics oil flow / pressure	9.0 gal/min 2680 PSI	9.5 gal/min 2900 PSI	9.5 gal/min 2900 PSI
Hydraulic oil cooler	Standard	Standard	Standard
Turning radius inside/outside	39.2 / 80.7 in	39.2 / 80.7 in	39.2 / 80.7 in
Max. lifting height	110 in	110 in	110 in
Tipping load	1750 lb	2100 lb	2100 lb
Max. breakout force at 20 in	2425 lb	2800 lb	2800 lb
Engine make and type	Kubota D902	Kubota D1105	Kubota D1105
Engine output	22 hp	25 hp	25 hp
Maximum torque	41 lbf-ft @ 2200 rpm	53 lbf-ft @ 2200 rpm	53 lbf-ft @ 2200 rpm
Fuel	Diesel	Diesel	Diesel



*Millie Youngquist, Mayor  
Kelsey Brown, Finance Director  
Amanda J. Waugh, City Clerk  
Kevin Olson, City Attorney*



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

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## Sewer Egg Memo

We are currently working on a couple of quotes you will have in your packets before the Council mtg.

We would like to scan the egg sewer as we cannot, nor can any company televise it with their equipment. It is a teardrop shape with most of the system lying on an 8-to-12-inch flat bottom. The attachments show the shape of the bottom of the egg making it difficult to camera each section without a roll over. This sewer begins between East 3rd & St East 2nd St in the 300 block, traveling south around City Hall and behind O'Reilly's through South Marion Ave over to South Ave C to West Van Buren to the pasture. I will send an attachment with the different segments you will be able to comprehend better. This is the oldest of the 3 major sewer main trunk lines and as you see on the map, it runs through the heart of the City.

This system has had numerous repairs over the course of my tenure with the City. As we all are aware this system goes under garages and even houses which could cause big issues in the future if collapses occurred under structures mentioned.

Scanning the sewer egg will give the City information to evaluate and see what sections are needed to begin replacing. We can start out replacing 2-3 blocks every year or every other year depending on the cost. The egg sewer is between 6-12 ft deep (8-9ft average depth), so cost will go up considerably with the size of pipe/depth and buildings to maneuver around.

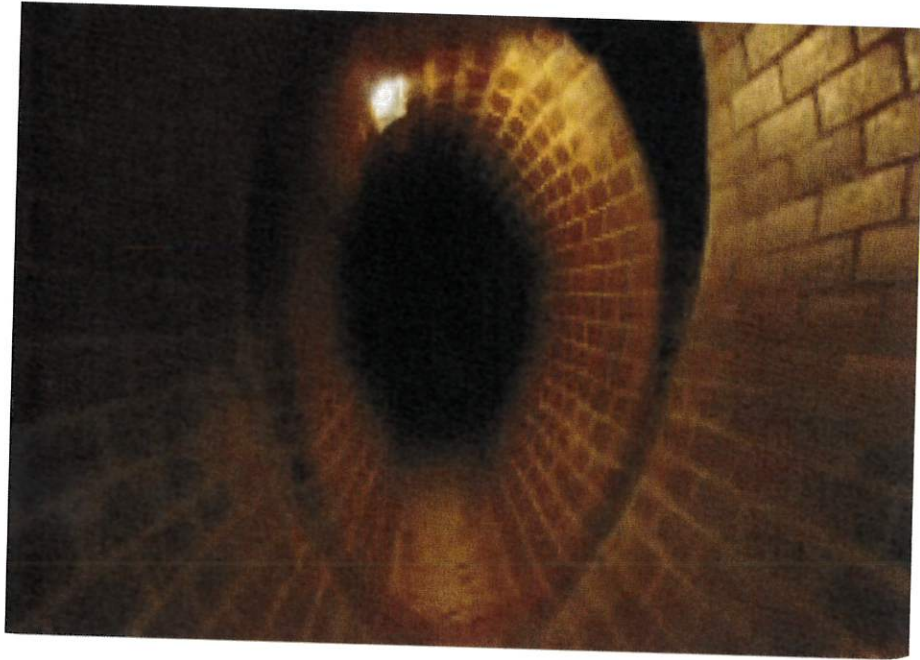
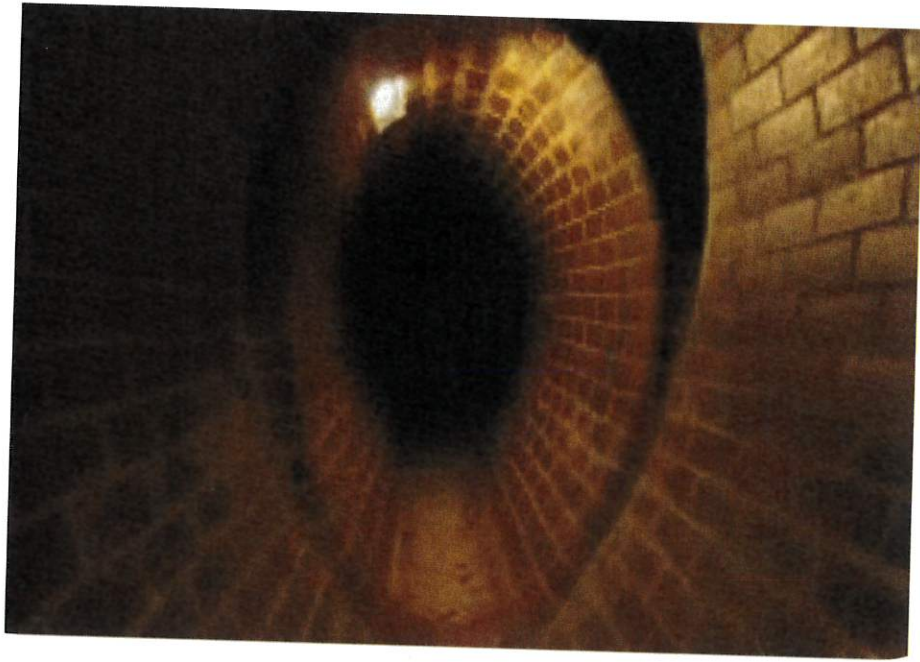
I believe the first step is to scan the system and begin analyzing to see where to begin with replacing the main trunk line.

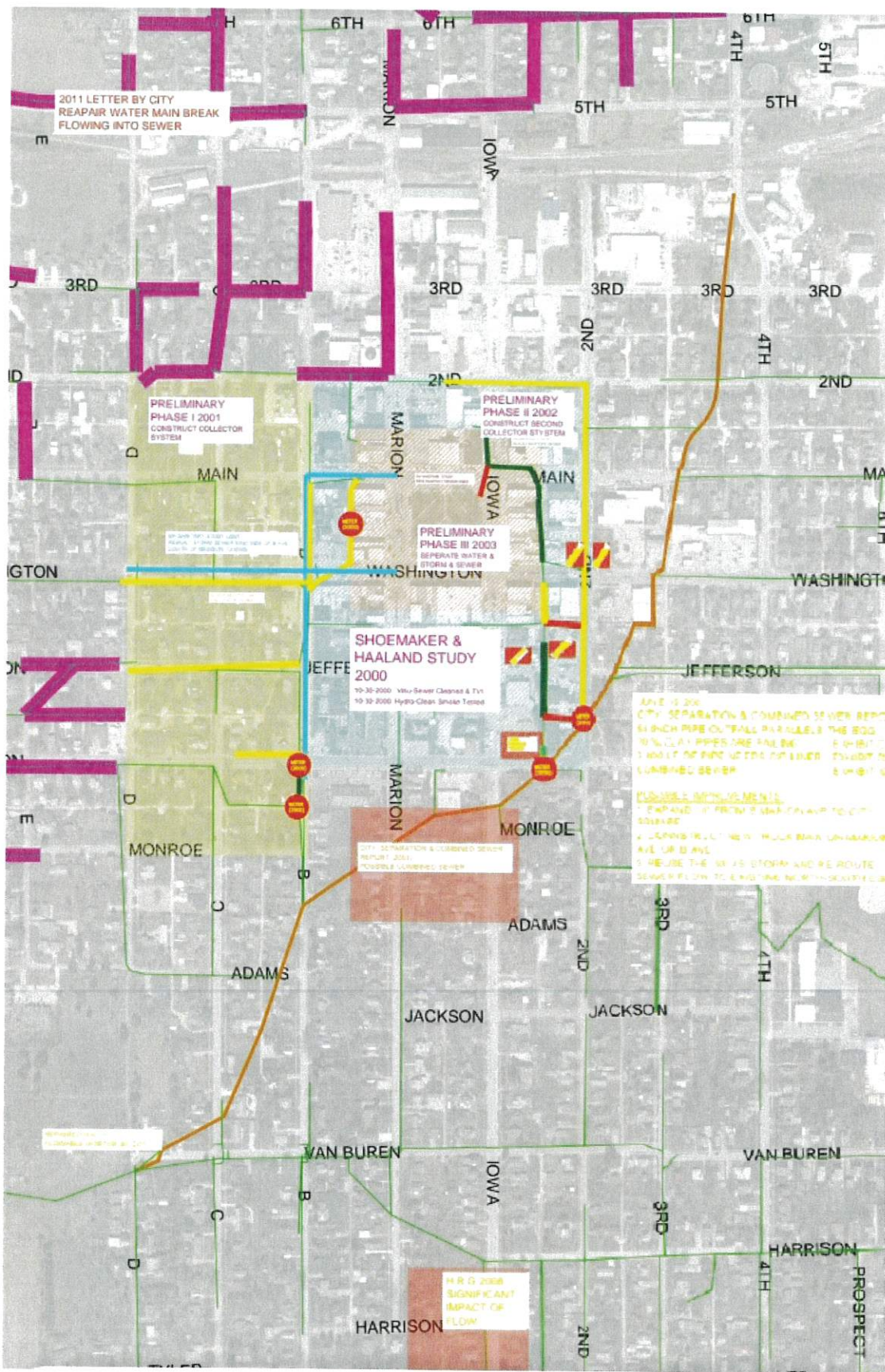
It would be much appreciated to start this with the scanning process. The inspection process is completed by a multi-sensor tool that can scan each segment (manhole to manhole) and determine the pipe condition.

You can see the quotes from Hydro-Klean & CIT (Central Iowa Televising).

JJ Bell  
M/C Supervisor













**CONTRACT PROPOSAL**

Date: 4/12/24

**Customer: CIT Sewer Solutions**  
**Attn: Shane Jacobson**  
**Address: 530 Dubios Ave**  
**McCallsburgh, IA 50154**  
**Email: shane@citsewer.com**  
**Phone: 515-434-2248**

Proposal #: 24-419

**1. PROJECT DESCRIPTION:**

Washington, IA – MSI Inspection

**2. SCOPE OF WORK:**

Ace Pipe Cleaning, Inc. ("APC") will provide the labor, equipment, material, and supplies for work performed on the Project in accordance with this Proposal (the "Work"), and will include the following:

**APC will perform Multi-Sensor Inspection (MSI) on approximately 8,000 feet of 33 x 48 inch pipes as directed by customer in Washington, IA.**

**3. PRICING AND PAYMENT:**

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Mobilization/Demobilization	1	ls	\$ 10,500.00	\$ 10,500.00
MSI of 33" x 48" egg-shaped (Lidar,Sonar)	8000	lf	\$ 8.25	\$ 66,000.00
<b>TOTAL ESTIMATED PRICE</b>				<b>\$ 76,500.00</b>

Payment shall be due Net 30 days from APC's invoice date. Billing will reflect actual quantities achieved.

**4. SCHEDULE:** To be determined upon acceptance of this Proposal.

**5. CLARIFICATIONS/ASSUMPTIONS; TERMS & CONDITIONS:**

The Clarifications/Assumptions are part of this Proposal. APC's Terms and Conditions are attached and are incorporated into and part of this Proposal. Please review the Clarifications/Assumptions and APC's Terms and Conditions carefully. The pricing is based upon Customer's acceptance of APC's Clarifications/Assumptions and Terms and Conditions. This Proposal represents our complete offering. If there are any conflicts between Customer's requirements or plans and specifications and this Proposal, this Proposal shall govern.

**PREVAILING WAGE? YES    NO   x**  
If yes, please provide Wage Determination.

**TAX EXEMPT? YES    NO   x**  
If yes, please provide Tax Exemption Certificate.

ACE PIPE CLEANING, INC.	ACCEPTED by CUSTOMER:
Signed: <u>Casey Carlentine</u> Date <u>4/12/24</u> Title: <u>Asst Ops Manager</u>	Signed: _____ Date _____ Title: _____

## Terms and Conditions

1. **General Conditions:** These general terms and conditions are incorporated by reference into the proposal and are part of the Agreement under which services are to be performed by the Contractor for the Customer. Customer's signature and return of the proposal as presented, or Customer's authorization of Contractor to commence the work, shall constitute acceptance of all of its terms and conditions.

2. **Warranty:** Contractor warrants that its work will be free from defects caused by faulty workmanship for a period of twelve months after substantial completion of the work. Any warranty claim must be presented in writing to Contractor within 12 months after the substantial completion of Contractor's work, or the claim shall be waived.

3. **Terms of Payment:** Unless otherwise noted, payments are due within thirty days from the submission to Customer of an invoice. A "past due payment" charge of one and one-half percent (1½ %) per month or the maximum legal interest rate, whichever is greater, will be made on all monies past due and shall be paid immediately.

4. **Customer Responsibilities:** Customer will provide mechanical services. Operation and control of Customer's equipment is the Customer's responsibility. If Contractor's work is interrupted due to circumstances caused or allowed by Customer and of which Contractor was not apprised prior to starting the work, an hourly fee will be charged.

5. **Pre-existing Conditions:** The Contractor is not responsible for liability, loss or expense (including damage caused by the backup of basement sewers) caused by pre-existing conditions, including faulty, inadequate or defective design, construction, maintenance or repair of property or contamination of the subsurface where the condition existed prior to the start of the Contractor's work. Customer is responsible for loss of service equipment caused by the pre-existing condition at the job site.

6. **Environmental Conditions:** The debris is represented to Contractor to be non-hazardous, requiring no manifesting or special permitting. The Customer will be responsible for any additional costs or claims associated with the treatment, storage, disposal of the removed debris, or breach of the above representation, at any time during or after the completion of this project. Notwithstanding anything herein to the contrary, when the Work includes removal of industrial waste, Customer represents and warrants it holds clear title to all waste debris or other materials Contractor may handle, process or transport and Customer agrees to supply all necessary manifests or permits and Customer shall indemnify Contractor for liability, loss and expense caused by discharge, escape, release of liquids, gases or any other material contaminant or pollutant into the atmosphere or into or onto land, water or property, except to the extent such liability, loss and expense is caused by Contractor's negligence.

7. **Indemnification:** The Customer and Contractor will each indemnify the other in proportion to relative fault for liability, loss and expense incurred by the other party resulting from a negligent act or omission in performance of work under this Agreement. The Customer also will indemnify Contractor for liability, loss and expense resulting from Contractor services if the Contractor is acting at the direction or instruction of the Customer, or where the primary cause of any damages is due to information provided by the Customer. Where the Customer provides labor for the Contractor, the Customer will indemnify the Contractor for liability, loss or expense for work related injuries to those laborers not provided by the Contractor.

8. **Entire Agreement:** This proposal together with any written documents which may be incorporated by specific references

herein, constitutes the entire agreement between the parties and supersedes all previous communications between them, either oral or written. The waiver by Contractor of any term, condition or provision herein stated shall not be construed to be a waiver of any other term, condition or provision hereof.

9. **Performance Dates:** The performance schedule, if stated in the proposal, is approximate and is not guaranteed by Contractor. Contractor shall not be liable for delays in the progress of the Work due to acts of government, acts of God, adverse weather, war, riot, labor disputes, civil insurrection or any other causes beyond Contractor's reasonable control, and the date of performance shall be adjusted for any such delays. Further, Contractor shall not be responsible for delays in the project caused by the failure of material/equipment suppliers to deliver material, equipment or services in the time and manner agreed upon or in the time and manner anticipated.

10. **Scope Limitations:** Any material, equipment, structure or service item that is not explicitly a part of this Contract is specifically excluded from Contractor's Work.

11. **Contract Amendments:** The following contract amendment procedure is to be used for work performed for the Customer by Contractor, which is beyond the scope of the proposal. (a) As change order items are identified and before any work is done, Contractor and the Customer will review and agree on the work to be performed; (b) A contract amendment or change order will be completed with regard to scope and price and any schedule impact. All parties involved will sign the contract amendment or change order; and (c) Contractor will perform the work and bill the Customer. For time and materials work, back-up documentation will be provided.

12. **Limitation of Liability:** In no event shall Contractor be liable for any indirect, special or consequential loss or damage arising out of any work performed for Customer. To the fullest extent permitted by law, the total liability, in the aggregate, of Contractor to Customer or anyone claiming by or through Customer, for any and all liabilities, claims, losses, expenses, or damages whatsoever arising out of or in any way related to Contractor's services, the Project, or the Proposal, from any cause or causes whatsoever, including without limitation, negligence, strict liability, indemnity, warranty, or breach of contract, shall not exceed the Contract Amount. The Contractor is not responsible for the rendering of or failure to render architectural, engineering or surveying professional services. Customer and Contractor waive all rights of subrogation for claims covered by the parties' insurance.

13. **Attorney's Fees:** The prevailing party in any dispute between Contractor and Customer shall be entitled to receive attorneys' fees, court costs and other legal fees from the non-prevailing party. APC shall be entitled to collect reasonable attorney's fees incurred to collect any "past due payments."

14. NOTICE TO OWNER FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMO. TO AVOID THIS RESULT, YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.



Hydro-Klean, LLC  
 333 NW 49th Place  
 Des Moines, IA, 50313  
 Phone: 515-283-0500

## Quote

Quote Nbr.: **PQ001422**  
 Order Date: 05/22/2024  
 Valid Until: 08/20/2024  
 Sales Person: Jennifer Olps  
 Customer ID: 100650  
 Payment Terms: Net 30 Days

**Job Site:**  
 City of Washington, IA  
 PO Box 516  
 Washington IA 52353  
 United States of America

**Bill to:**  
 City of Washington, IA  
 215 East Washington Street  
 Washington IA 52353  
 United States of America

### Job Description

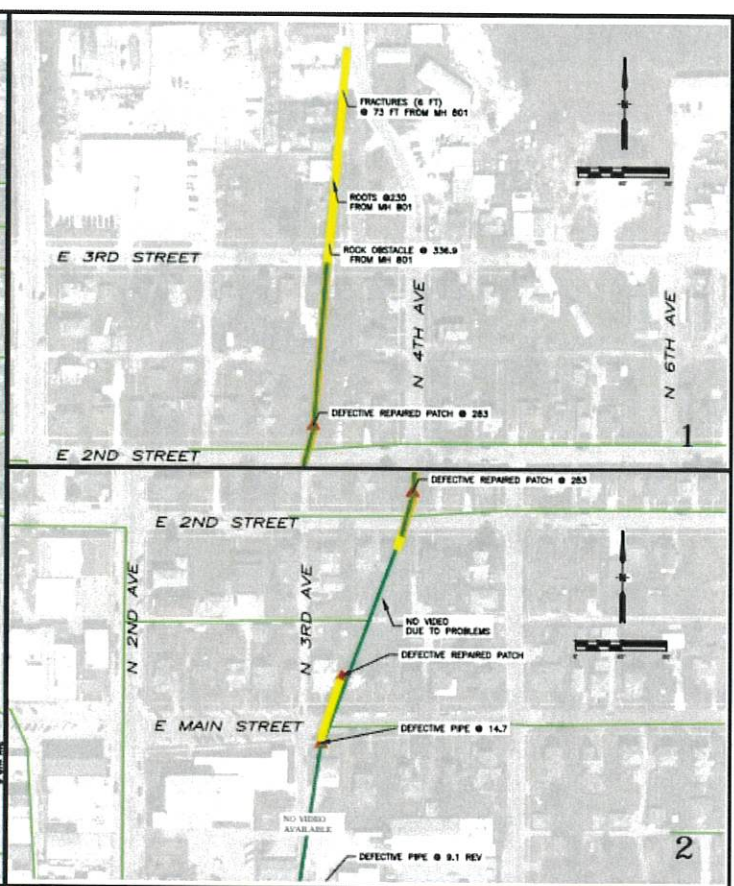
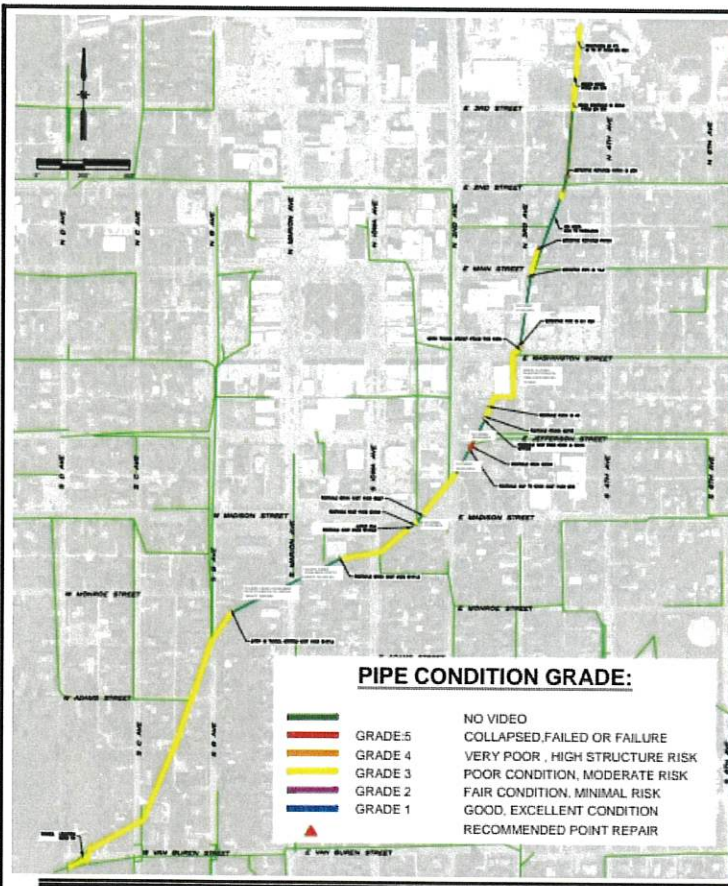
Per unit and time and materials cost (if applicable) to conduct the Pipeline Inspection and Proactive Evaluation program as described to the customer. Pricing is conditional to the acceptance and execution of the Pipeline Inspection and Proactive Evaluation Service Agreement.

RESC. QTY.	ITEM	QTY.	UOM	PRICE	Amount
	PIPE - Reversals	0.0000	EACH	75.0000	0.00
	Televising 24"-54"	8,000.0000	FOOT	3.0900	24,720.00

**\*NOTE: Quote does not include any applicable taxes**

<b>Prepared By:</b>	Jennifer Olps	<b>Accepted By:</b>	<b>*Quote Total:</b> 24,720.00
<b>Approved By:</b>	Michael Ingham	<b>Date:</b>	_____
		<b>PO#:</b>	_____

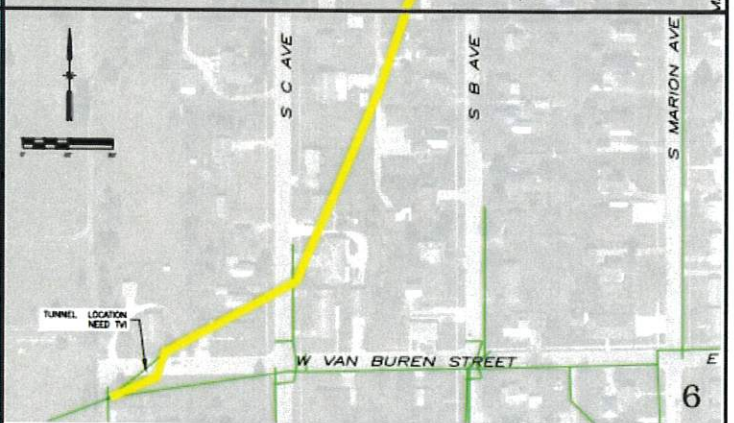
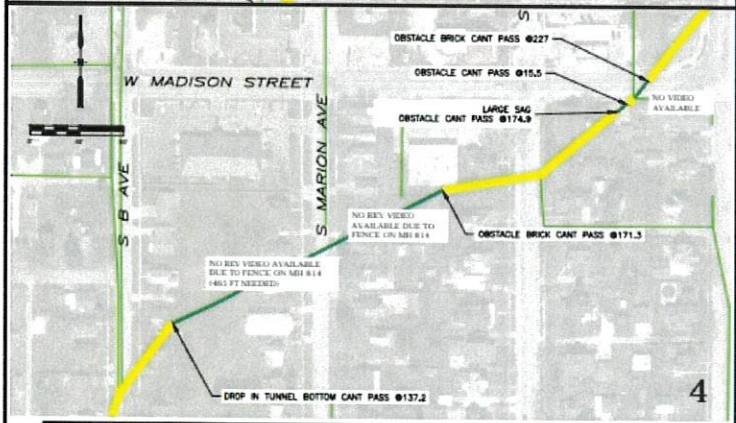
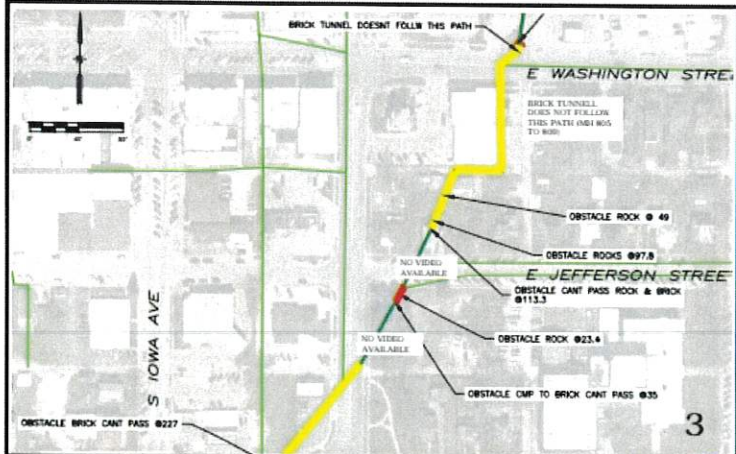




VEENSTRA & KIMM, INC.



EGG SEWER TVI  
CITY OF WASHINGTON  
FIGURE 1-0



VEENSTRA & KIMM, INC.



EGG SEWER TVI  
CITY OF WASHINGTON  
FIGURE 1-1



**Washington Fire Department**  
215 East Washington Street  
Washington, Iowa 52353  
(319) 653-2239 Phone  
(319) 653-5273 Fax  
[www.washingtoniowa.gov](http://www.washingtoniowa.gov)



**Brendan DeLong- Fire Chief**  
Bill Hartsock- 1<sup>st</sup> Asst Fire Chief  
Jim Williams- 2<sup>nd</sup> Asst Fire Chief  
Lacie Porter- Asst Chief of EMS

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## MEMO

To: Mayor & City Council  
From: Brendan DeLong, Fire Chief  
Re: Tom Wide retirement agreement  
Date: June 14, 2024

Mayor & Council –

Attached is a retirement agreement for Tom Wide, who is a full-time member of the Fire Department. He has worked for the city for 24 years and is retiring from full time duties on February 14, 2025.

This agreement will allow Tom to stay on the city's health insurance plan for the 2025 calendar year with him paying 25% of the cost. After that, he will be allowed to stay on the City's COBRA health insurance plan until he turns 65, with him paying 100% of the cost.

Tom was Fire Chief prior to me for 20 years. This agreement is the same as the city offered Greg Goodman when he retired. Due to his several years of meritorious service as chief, I feel like this is in line with what the city has offered in the past.

I plan to be at the meeting to answer any questions you have.

A handwritten signature in black ink, appearing to read "Brendan S. DeLong".

Brendan S. DeLong  
Fire Chief



**RESOLUTION NO. 2024-**

**RESOLUTION APPROVING TOM WIDE AND THE CITY OF WASHINGTON,  
IOWA RETIREMENT AGREEMENT**

**WHEREAS**, it is beneficial to the City of Washington, Iowa (the “City”) to enter into a Retirement Agreement with Tom Wide (the “Employee”); and,

**WHEREAS**, the Employee is employed by the City as a full-time Fire Driver/Pump Operator and has previously provided meritorious service as Fire Chief,

**WHEREAS**, the City and the Employee have evaluated their respective needs, and the Employee has elected to retire from his position with the City under certain terms contained herein.

**WHEREAS**, the Employee intends and understands that this Agreement will accomplish a complete and permanent severance of all rights that stem from the Employee’s employment with the City except the extended availability of group health insurance and other benefits expressly provided for by this Agreement.

**WHEREAS**, the Employee agrees to assist the City in any way practicable to ensure an orderly and smooth transition within the department.

**WHEREAS**, the Employee agrees to assist to and does hereby resign from the City effective February 14, 2025 (Separation Date).

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

Section 1. The City Council hereby approves the Retirement Agreement between Tom Wide (the “Employee”) and the City of Washington, Iowa (the “City”), attached to this Resolution.

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

Passed and approved this 18<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST:

\_\_\_\_\_  
Amanda J. Waugh, City Clerk

## RETIREMENT AGREEMENT

THIS AGREEMENT is between Tom Wide (the "Employee"), and the City of Washington, Iowa, a municipal corporation existing under the laws of the State of Iowa, with its principal office at 215 E. Washington Street, Washington, Iowa (the "City").

### 1. Recitations

1.01. The Employee is employed by the City as a full-time Fire Driver/Pump Operator, and has previously provided meritorious service as Fire Chief.

1.02. The City and the Employee have evaluated their respective needs, and the Employee has elected to retire from his position with the City under terms contained herein.

1.03 The Employee intends and understands that this Agreement will accomplish a complete and permanent severance of all rights that stem from the Employee's employment with the City except the extended availability of group health insurance and other benefits as expressly provided for by this Agreement.

1.04 The Employee agrees to assist the City in any way practicable to ensure an orderly and smooth transition within the department.

### 2. Agreements of the Employee

2.01 The Employee agrees to assist to and does hereby resign from the City effective 2/14/25 (Separation Date).

2.02. The Employee agrees that the extended group health insurance benefit specified in Section 3.01 shall be the only payment or benefit stemming from employment with the City to which the Employee shall be entitled following resignation, except that the Employees shall receive any regular paycheck and pay for unused vacation leave to which the Employee might be entitled for employment up to and including the resignation date, in accordance with the City's normal personnel policies.

2.03 The Employee has carefully considered the resignation and the terms and conditions of the Agreement.

2.04 The Employee represents that he has read this Agreement; that he has sought or has had the opportunity to seek the advice of counsel prior to executing this Agreement, for counsel to fully explain each and every provision of this Agreement; that the Employee fully understands each and every provision of this Agreement; and that the Employee has voluntarily executed this Agreement.

2.05. The Employee agrees that in consideration of the City's agreements contained in this Agreement, The Employee does hereby irrevocably and unconditionally release, acquit and

forever discharge the City, its successors, divisions, affiliates, current and former mayors, city councilors, city administrator, officers, employees, agents, representatives, attorneys, and insurers, from any and all complaints, claims, liabilities, obligations, promises, agreements, controversies, damages, actions, causes of actions, suits, grievances, rights, demands, costs, losses, debts and expenses (including attorneys' fees and costs actually incurred) of any nature whatsoever, known or unknown, suspected or unsuspected, which the Employee has against the date of resignation in this Agreement arising directly or indirectly out of the Employee's employment with the City, including, but not limited to, rights arising out of alleged violations of any contract, express or implied, or any covenant of good faith and fair dealing, express or implied, or any tort, or any federal, state, or other government constitution, statute, regulation, or ordinance, including, without limitation, Title VII of the Civil Rights Act of 1964, as amended, The Civil Rights Act of 1991, The Equal Pay Act, The Family Medical Leave Act, The Age Discrimination in Employment Act of 1967, as amended, The Older Workers' Benefit Protection Act and any and all claims of whatever nature relation to the Employee's employment that the Employee now has or heretofore had or claimed to have against the City. This release does not include any claims that cannot by law be released through this Agreement, but the parties intend that it can be construed as broadly as lawfully possible. Nothing in this Agreement shall be construed to constitute a waiver of future claims or to prohibit the Employee from filing a charge with the Equal Employment Opportunity Commission or with any comparable state or local administrative agency. The Employee does, however, waive to the fullest extent permitted by law, any and all entitlement to any form of personal relief or award arising from any such charge the Employee may file in the future against the City related to the Employee's employment or separation from employment with the City.

2.06. The Employee agrees to release the City from all claims related to the Employee's employment between the signing of this Agreement and resignation effective 2/14/25 by signing a supplemental release document at the time of resignation.

2.07. The Employee may bring a complaint or legal action against the City for the sole purpose of enforcing rights under this Agreement.

2.08. The Employee agrees that the City may deduct and withhold from payment(s) to be made to the Employee under this Agreement amounts required to be withheld by state and federal law for income taxes, social security, and other payroll taxes, IPERS, or health insurance premium co-payments as determined in good faith by the City.

2.09. The Employee agrees to participate and fully assist in a smooth transition to the department, both up to and following the separation date specified in this agreement. Said agreement of the Employee includes orderly transfer of any and all relevant files and other City records as directed by the Fire Chief or City Administrator, as appropriate.

### **3. Benefits to the Employee**

3.01. The Employee acknowledges that the City does not offer any severance or termination benefits, except payment for accrued vacation time and the Employee is not entitled to receive any severance or termination benefits except as expressly provided herein.

3.02. The City shall allow the Employee to elect to continue to participate in its group health insurance plan under the provisions of federal COBRA regulations until the first month after he attains 65 years of age. In the event, the Employee elects to participate in the City's group health insurance (COBRA) plan, the Employee shall pay twenty-five percent (25%) of the cost of such premium until the end of calendar year 2025 following the date of separation and one hundred percent (100%) thereafter, subject to administrative charges that may be assessed to all city of Washington COBRA participants. City shall reimburse self-insured health insurance deductibles in the same manner as other full-time employees until the end of calendar year 2025.

3.03. The City shall terminate the Employee's continuation coverage before the maximum coverage period ends for any of the following reasons:

- A) The Employee fails to pay the COBRA premium on a timely basis.
- B) After electing continuation coverage, the Employee becomes covered under another employer's group health plan that does not limit or exclude coverage for a preexisting medical condition for that individual.
- C) The City stops providing coverage for full-time employees.
- D) For cause, such as submission of a fraudulent claim.

#### **4. Agreements of Both Parties**

4.01. Any unforeseen difficulties or questions concerning this Agreement will be resolved expeditiously and informally, if possible.

If notice to the City is required, it shall be given to:

Finance Director  
City of Washington  
215 E. Washington Street  
Washington, Iowa 52353

4.02. This Agreement is the entire and only Agreement on this subject between the Employee and the City and all prior letters, oral statements, and other communications are merged into and replaced by this Agreement.


4.03. This Agreement is between the City and the Employee only and not for the benefit of any other party, except the executor or other legal representative of the Employee may enforce this Agreement in the event of death or legal disability of the Employee.

4.04. This Agreement may be executed in several counterparts each of which and all together shall be but one Agreement.

4.05. The provisions of this Agreement are severable and, if any part is found to be unenforceable, the other paragraphs shall remain fully valid and enforceable.

4.06. This Agreement shall be governed by, and constructed pursuant to, the laws of the State of Iowa, and any litigation arising out of this Agreement shall be heard in Washington County District Court.

IN WITNESS WHEREOF, the parties have entered this Agreement and executed their signatures intending each to be bound thereby, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

By  \_\_\_\_\_  
Tom Wide, Employee

By \_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST: \_\_\_\_\_  
Amanda Waugh, City Clerk

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



Brendan DeLong- Fire Chief  
Bill Hartsock- 1<sup>st</sup> Asst Fire Chief  
Jim Williams- 2<sup>nd</sup> Asst Fire Chief  
Lacie Porter- Asst Chief of EMS

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## MEMO

TO: Mayor & City Council  
FROM: Brendan DeLong, Fire Chief  
RE: IRE Foam Agreement  
DATE: June 12, 2024

Mayor & Council –

Attached you will find an amended IRE Foam Agreement. If you remember last year, IRE came to us and asked if we had the capability to provide foam fire suppression for their facility. At that time, we did not have the amount of foam capable to do this. We came up with the original agreement, at that time. Included in that agreement was that they would purchase the foam, if we provided foam fire suppression.

Now, since the city has acquired a new foam trailer, IRE would like to give us the foam they have purchased in agreement that we would always provide them with foam fire suppression. This will allow us to put that foam on our new trailer and have it readily available for any emergency. I have checked with our supplier and have been told that the foam will not expire. Should the foam be used on any facility, the city would seek reimbursement for this resource.

I appreciate IRE's collaboration with the Fire Department to make this happen and provide a great asset to the entire community. Without their cooperation, we would have to purchase a significant amount of foam for our trailer.

I plan to be at the council meeting to answer any questions you have.

A handwritten signature in black ink, appearing to read "Brendan S. DeLong".

Brendan S. DeLong  
Fire Chief

**RESOLUTION NO. 2024-\_\_\_\_\_**

**A RESOLUTION APPROVING THE AMENDMENT NO. 1 TO AN AGREEMENT  
BETWEEN IOWA RENEWABLE ENERGY, LLC AND THE CITY OF WASHINGTON,  
IOWA**

WHEREAS, the City and Developer previously entered into an Agreement dated October 19, 2021, (the "Agreement") regarding firefighting foam for IRE; and

WHEREAS, the parties desire to enter into this Amendment No. 1 to the Agreement to memorialize changed circumstances pertaining to the Agreement; and

WHEREAS, the Agreement requires the parties enter into a written document to amend the original Agreement.

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

Section 1. The City Council does hereby approve the Amendment No. 1 to an Agreement between Iowa Renewable Energy, LLC and the City of Washington, Iowa as attached.

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

PASSED AND APPROVED this 18<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST:

\_\_\_\_\_  
Amanda J. Waugh, City Clerk

**AMENDMENT NO. 1 TO THAT CERTAIN AGREEMENT BETWEEN IOWA  
RENEWABLE ENERGY, LLC AND THE CITY OF WASHINGTON, IOWA**

THIS AMENDMENT NO. 1 to that certain Agreement entered into by and between the City of Washington, 215 E. Washington Street, Washington, Iowa 52353 (hereafter the "City") Iowa Renewable Energy, LLC, 1701 E. 7th Street, Washington, Iowa 52353 (hereafter "IRE").

WHEREAS, the City and Developer previously entered into an Agreement dated October 19, 2021, (the "Agreement") regarding firefighting foam for IRE; and

WHEREAS, the parties desire to enter into this Amendment No. 1 to the Agreement to memorialize changed circumstances pertaining to the Agreement; and

WHEREAS, the Agreement requires the parties enter into a written document to amend the original Agreement.

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AMENDMENT NO. 1, IRE AND CITY AGREE AS FOLLOWS:

A. Section 1 of the Agreement is amended to delete said Section 1 in its entirety, and replace it with the following:

"1. Acquisition of Form and Associated Equipment. As of the date of this Amendment No. 1, the City has acquired a foam trailer to fight certain types of fires within the City. Therefore, IRE, by execution of this Amendment No. 1, does hereby convey and gives 850 gallons of firefighting foam to the City's fire department. The parties agree that when the donated foam passes its useful life, the parties shall each pay 50% of the cost to replace said 850 gallons of firefighting foam."

B. Section 2 of the Agreement is amended to delete Section 2 in its entirety and shall be replaced with "Reserved."

C. Section 3 of the Agreement is hereby deleted in its entirety and replaced with the following:

"3. Location of Foam at the Property. The parties expressly agree that the foam trailer and the foam donated by IRE shall be housed at the Washington Fire Department."

D. Section 4 of the Agreement is hereby amended by deleting Section 4 in its entirety and replacing it with the following:

"4. Use of Foam for IRE. The City expressly agrees that the City will maintain the foam trailer and foam at all times during the term of this Agreement to be used for firefighting purposes as required by IRE's insurer."



3. In all other aspects, the terms of the Agreement not specifically amended in this Amendment No. 1 shall remain in full force and effect.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

DEVELOPER:

CITY:

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

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

Millie Youngquist, Mayor

\_\_\_\_\_  
Print name and title

ATTEST:

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

Amanda Waugh, City Clerk

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2024, by Millie Youngquist and Amanda Waugh, as Mayor and City Clerk respectively of the City of Washington, Iowa.

\_\_\_\_\_  
Notary Public

STATE OF IOWA, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2024, by \_\_\_\_\_ as \_\_\_\_\_ of Iowa Renewable Energy, LLC.

\_\_\_\_\_  
Notary Public

October 19, 2021

## AGREEMENT

THIS AGREEMENT (the "Agreement") entered into by and between the City of Washington, Iowa, (d/b/a the Washington Fire Department), 215 E. Washington Street, Washington, Iowa 52353 (hereafter "WAFD"); and Iowa Renewable Energy, LLC, 1701 E. 7<sup>th</sup> Street, Washington, Iowa 52353 (hereafter the "IRE").

WHEREAS, IRE is the owner of the facility located at 1701 E. 7<sup>th</sup> Street in Washington, Iowa (the "Property"); and

WHEREAS, IRE's insurance company is requiring IRE to obtain and store at least 800 gallons of certain firefighting foam to be housed at the Property; and

WHEREAS, WAFD desires to also access the firefighting foam stored at the Property to assist WAFD in providing fire protection within the WAFD fire protection district; and

WHEREAS, IRE and WAFD have agreed to work cooperatively to provide firefighting foam at the Property and that WAFD will have access to said firefighting foam for its use subject to the terms and conditions outlined below.

1. Acquisition of Foam and Associated Equipment. After the execution of this Agreement, IRE and WAFD will work cooperatively to identify the equipment required to store the firefighting foam on the Property. Once the equipment has been identified, the WAFD shall purchase said equipment and at least 800 gallons of firefighting foam as required by the IRE insurance company.

2. Reimbursement of Foam and Associated Equipment Expense. Once WAFD has purchased the foam and associated equipment for the Property, WAFD shall submit an invoice for the same to IRE and IRE shall reimburse WAFD for all of said expense within thirty (30) days of submission of the invoice to IRE. At such time as the reimbursement has been made pursuant to this Paragraph (2), the firefighting foam and associated equipment shall become the property of IRE. IRE will donate the electric pump to WAFD.

3. Location of Foam at the Property. The parties shall cooperate to locate the firefighting foam and associated equipment at the Property in a location agreeable to both parties that would provide WAFD with 24-hour access to the firefighting foam should the WAFD need to use firefighting foam at a different location. IRE shall be solely responsible for equipment needed to lifting to firefighting foam from the Property to the WAFD vehicles for use by WAFD.

4. Use of the Foam by WAFD. As part of this Agreement, IRE expressly agrees to provide access to the firefighting foam to WAFD should the WAFD determine that it needs to use the firefighting foam at a different location within the fire protection district. In using the firefighting foam at a different location, WAFD shall replace any foam used by WAFD within 30 days of use of the firefighting foam by WAFD. All fully and partially used drums shall be replaced with full factory-sealed drums. IRE will store partially used drums for WAFD but partially used drums shall be the property of WAFD. WAFD shall inform IRE of its access and use of the firefighting foam as soon as practicable after use by WAFD.

5. Indemnification. City and IRE shall save, defend and hold the other party, its employees and agents, harmless from any and all claims associated with the use of the Property and firefighting foam and associated agreement under this Agreement.

6. Insurance. City and IRE shall provide the other party with a certificate of insurance naming the other party as an additional insured on its general liability policy in the amount of not less than \$1,000,000.00 for any and all claims for damages because of the use of the Property for the storage and use of the firefighting foam. Said certificate of insurance shall provide thirty (30) days' notice of cancellation. IRE shall be solely responsible for insuring the value of the firefighting foam and associated equipment stored at the Property against loss from any casualty event. In no event does WAFD waive any of the immunities granted to it under applicable Iowa law.

7. Notices. Any notices required under this Agreement shall be deemed delivered two (2) business days after depositing said notice in the United States Postal Service or any prepaid delivery service, postage prepaid. Any notices under this Agreement shall be delivered to the following persons:

To IRE:

Iowa Renewable Energy, LLC  
1701 E. 7<sup>th</sup> Street, LLC  
Washington, Iowa 52353

To Attorney for IRE:

Lloyd, McConnell, Davis & Lujan, LLP  
ATTN: Craig Davis  
P.O. Box 867  
Washington, IA 52353

To City:

City of Washington, Iowa  
215 E. Washington Street  
Washington, Iowa 52353  
ATTN: Fire Chief

8. Termination. This Agreement may be terminated by either party upon one hundred eighty (180) days' notice to the other party to the address listed in Paragraph 7 above. In the event that IRE ceases to operate its business in the City of Washington, Iowa, this Agreement shall terminate as of the date of said cessation of operations. Any firefighting foam stored at the Property at the time of termination shall be the property of IRE, however, WAFD shall have the first right to purchase the firefighting foam from IRE after cessation of operations.

9. Administrative Provisions.

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

b. This Agreement represents the entire agreement between the parties and may not be amended or assigned without the express permission of the other party.

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

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

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

f. That this Agreement may be executed in counterparts.

**RESOLUTION NO. 2024-**

**A RESOLUTION RELEASING FUNDS AS PER A DOWNTOWN INVESTMENT  
GRANT AGREEMENT WITH ARREOLA RENTALS, LLC FOR THE 117 W  
WASHINGTON STREET RENOVATION PROJECT**

WHEREAS, THE City Council awarded Arreola Rentals, LL, Jacqueline Arreola, Owner, a forgivable loan of \$25,000 for building improvements at 117 W Washington St., on September 6, 2022 under the Downtown Investment Grants (DIG) program; and,

WHEREAS, the project at 117 W Washington St. has been completed as promised, and the developer has provided acceptable documentation of eligible expenses incurred.

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

Section 1. The City Council hereby authorizes release of \$25,000 to Arreola Rentals, LL, Jacqueline Arreola, Owner, project under the DIG program.

Section 2. The Developer has signed a Memorandum of Understanding per the Downtown Investment Grant Agreement as a lien against the property under DIG guidelines and the agreement has been recorded.

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

PASSED AND APPROVED this \_\_\_\_ day of June, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST:

\_\_\_\_\_  
Amanda Waugh, City Clerk

**Expenses by Vendor Summary**

January 1, 2022 through May 23, 2024

Jan 1, '22 - May 23, 24

Ace-N-More	666.25
Amazon	91.33
Capital One - Menards	2,269.92
Costco	394.18
Elmar Perez	528.00
Harbor Freight	464.16
Hills Bank	15,424.00
Hog Slat	27.05
Johnson County Refuse	2,365.25
Lowe's	1,325.09
Lucio Huertero	17,280.50
Manuel Rangel	13,600.00
Menards	1,049.94
Mose Levy Company, Inc	245.22
Neri Bartolon Perez	1,040.96
Nolberto Bartolon Perez	1,156.96
QC Supply	31.81
Rodolfo Godinez Velazquez	555.52
Saul Bartolon Perez	1,070.72
Victor Zacarias	1,316.96
Walmart	341.22
Washington Rental Inc	642.00
<b>TOTAL</b>	<b><u><u>61,837.04</u></u></b>





# Harris Boyz Heating & Air.

## Proposal

Home Office: 2477 218<sup>th</sup> Blvd.  
Washington, IA 52353  
888-324-4328(Toll free)

Name: Jackie Arreola  
Address 117 W. Washington  
City Washington  
Phone 319-591-6062

Option 1: Install new Goodman furnace and A/C.

This will be a single stage gas furnace with a standard ECM blower.

This A/C will be a single stage unit with an efficiency rating of 13.4 seer2

This furnace and A/C will have a 10-year parts warranty to original owner.

We will be installing new supply and return air ductwork as needed throughout the apartment unit.

Supply and return air ductwork must go through existing divider wall that has current hole opening.

Customer must supply a condensation drain line in utility room area for a proper condensation drain.

Ductwork will need to be soffit in around ducting once all ductwork is completed.

Supply and return duct will go around the outer walls best as possible given space allowed.

Supply branches will come off main duct work truck to given areas as needed for heating and cooling.

High voltage electrical work will be needed and is not included in this bid.

Outdoor A/C will be placed on the back side roof line close to back roof door and wall.

Furnace flue and intake pipe will go out back side wall of building and will need to be soffit in.

Price for this work is for budgetary purposes only and is not a firm bid till walls are in place.

Price estimate for this work to be completed. \$15,000.00-\$18,000.00

All materials are guaranteed to be as specified. All work to be completed in a work like manner and standard practices. Any alterations or deviation from above specifications involving extra costs will become an extra charge over and above the proposal. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

This proposal is good for 30 days from 05-27-2024 Balance due when job is complete.

50% Down payment required. Down payment is nonrefundable.

5% processing fee to be applied to total invoice if paid by any type of card payment.



Michael Fikes

Fikes Renovations  
1359 Ginkgo Ave.  
Wellman IA. 52356  
319-458-9432 cell  
F5Renovations77@gmail.com

ESTIMATE

EST2090

DATE

05/15/2024

TOTAL

USD \$16,985.00

TO  
MIKE

\* New Box  
\* Services / Permits  
\* Wire Mold

□ 9714827362

DESCRIPTION	RATE	QTY	AMOUNT
ESTIMATE NOT TO EXCEED TIME AND MATERIALS TO COMPLETE NEW WIRING FOR THE APARTMENT FOR JACQUELINE ARIOROLA ON WASHINGTON ST. NEW WIRING WILL CONSIST OF NEW CIRCUITS FOR TWO BEDROOMS, TWO BATHROOMS, A LIVING ROOM, LAUNDRY ROOM WITH WASHER AND DRYER CIRCUITS, HALLWAY, LIVING ROOM AND KITCHEN WITH TWO GFCI COUNTER CIRCUITS, FRIDGE, MICROWAVE, DISHWASHER/DISPOSAL, RANGE 240V, NEW SERVICE WITH A 200 AMP PANEL. OUTLETS AND SWITCHES ALONG THE BLOCK EXTERIOR WALLS WE WILL NEED TO USE WIRE MOLD TO RUN THEM EXPOSED SO NOT TO DAMAGE THE WALLS. ESTIMATE FOR 30 RECESSED LIGHTS. (COST WILL BE \$150 PER EXTRA RECESSED LIGHT ADDED). PURPOSED 6 RECESSED IN THE KITCHEN, 6 RECESSED IN THE LIVING ROOM WITH A FAN OPENING, 3 RECESSED IN THE HALL, 3 RECESSED IN THE LAUNDRY ROOM, 4 RECESSED AND A FAN OPENING IN THE BED ROOMS 2 RECESSED IN THE BATH ROOMS WITH VANITY OPENINGS. 2 PANASONIC EXHAUST FANS IN THE BATH ROOMS. ALL OUTLETS, SWITCHES AND WIRING TO MEET 2024 NEC CODES. (VENTING DONE BY OTHERS) ALL LIGHTS AND CEILING FANS TO BE SUPPLIED BY THE OWNER	\$0.00	1	\$0.00
TIME AND MATERIALS	\$13,500.00	1	\$13,500.00
PERMIT AND INSPECTION	\$285.00	1	\$285.00
SERVICE AND PANEL	\$3,200.00	1	\$3,200.00
TOTAL			USD \$16,985.00

**RESOLUTION NO. 2024-\_\_**

**A RESOLUTION ENDORSING A DOWNTOWN INVESTMENT GRANT AGREEMENT  
WITH LATTAHARRIS, LLP (LATTAHARRIS RE, LLC)**

WHEREAS, the City Council created the Downtown Investment Grants (DIG) program, in partnership with the Washington County Riverboat Foundation and Main Street Program Washington, to incentivize major building improvements in downtown Washington in accordance with Main Street guidelines; and,

WHEREAS, as per the policies and procedures previously established by this Council, Main Street Washington has recommended a forgivable loan/grant be awarded to LattaHarris, LLP (LattaHarris RE, LLC) to assist with an estimated \$100,000.00 investment in the building it owns at 116 W. Main Street; and,

WHEREAS, the City Clerk and City Administrator will execute the promissory note and grant agreement following this approval.

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

Section 1. The City Council hereby approves the attached Downtown Investment Grant Agreement and Promissory Note, providing a forgivable loan/grant to LattaHarris, LLP (LattaHarris RE, LLC) in the amount of \$25,000.

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

PASSED AND APPROVED this 18<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST:

\_\_\_\_\_  
Amanda Waugh, City Clerk

June 2024

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

Dear City Council Members,

Attached is the Downtown Investment Grant (DIG) application and information for funding the renovation of the LattaHarris, LLC building located at 116 W Main St.

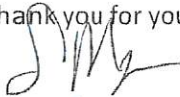
Design Committee members and I met with the property owner on Monday, May 20th for a walkthrough of the property & discussion of the project. The MSW Board of Directors approved the recommendation at the May meeting. We recommend funding as this project includes updates to the exterior and removal of some of the tin panels covering the façade. We can't stress enough how important that is to restoring historic aspects to this building. Along with those updates they are updating their awning and upgrading windows to be energy efficient and appealing. The work they are putting in to repair the building and keep it from deteriorating is integral to the longevity of the building and much needed.

Main Street Washington is requesting:

LattaHarris, LLC receives **\$25,000** towards their \$100,000 project to be completed by end of Summer 2025.

We appreciate the City's interest and willingness to host the Downtown Investment Grant Program and are excited for the opportunity to help our downtown continue to better itself and grow!

Thank you for your consideration,



Samantha Meyer  
Executive Director  
Main Street Washington



## Main Street Washington Downtown Investment Grants (DIG)

*In Partnership with Washington's Local Banks; Grants are made possible through the generosity of the City of Washington, furnished through the Washington County Riverboat Foundation's Municipal Grant Program*

The goal of this program is to encourage remodeling and repair work of a larger scale and scope for which our traditional Washington Incentive Fund (WIF) would be insufficient. Projects that are eligible are limited to existing commercial building rehabilitations (not including building acquisition costs) within the Main Street District and that utilize proven Main Street Washington (MSW) practices including emphasis on the Historic Preservation and the Secretary of Interior's Standards and Guidelines, including those that retain unique historic elements and use "green" materials. (<https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm>)

Grants are offered on a sliding scale from \$25,000-\$50,000 with a minimum investment of \$100,000 (3:1 minimum match). All projects require owner funding, and all elements of the project must meet MSW criteria. Project timelines are negotiable based on complexity, but are generally limited to 12 months. Projects will be handled in a project team method with checkup meetings on timeline and progress. This differs from the Washington Incentive Fund program, teams are in general the Building Owner, Contractor/Developer, and MSW Design Committee members. Individual grants will be managed within the framework of a written Project Agreement.

Funds will be awarded after the project is completed according to contract with MSW and applications will be available year round with awards made semi-annually.

Main Street Washington wants to support your project in any way we can, so please do not hesitate to ask. We offer:

- ★ Free Main Street Design Assistance from a professional architect [free for MSW investors, nominal fee for non-investors]
- ★ Technical publications such as Cleaning and Water-Repellent Treatments, Improving Energy Efficiency, Historic Storefronts, Repair of Wooden Windows, etc.
- ★ Interpretation and further explanation of Secretary of Interior's Standards for Rehabilitation
- ★ Certification for low-interest loans from participating local banks
- ★ Information and assistance with state and Federal tax credit programs

### Steps in the Application Process:

1. Send a Letter of Intent to Participate (pdf attached) by email, or mail to Main Street Washington, 215 S Iowa Ave, Washington IA 52353 [Required for eligibility]
2. Within a few days, the MSW Design Committee will make an appointment to visit your property to discuss your plans. [Required for eligibility]
3. Plan the details of the project with your contractor using information from the MSW Design Committee visit as guidelines. Be sure to contact MSW if you or your contractor have questions.
4. Compute the estimated cost of the project. [Required for eligibility]

5. Complete the application form, attach contractor bids, and return the packet to the Main Street Office. [Required for eligibility]
6. Only AFTER the Main Street Board of Directors and Washington City Council approve your project may work begin.
7. All invoices and proof of payment must be turned in for final drawdown.

RETAIN THIS DOCUMENT FOR REFERENCE

**Main Street Washington Downtown Investment Grant (DIG)**

Eligibility requirements for all programs will assure high quality that will enhance our downtown for many years to come. Projects must adhere to the proposed plan, as specified in the Project Agreement. Any changes must be approved by the Main Street Washington Design Committee prior to completing that portion of the work. Construction progress meetings will be scheduled as agreed upon by the Project Team. A final walk-through is required to access grant funds.

**How to Qualify:** All commercial properties in the Main Street District are eligible to apply following the steps described on page one. Final decisions about borrower eligibility for the low interest loans will be determined by each individual lender.

The **Letter of Intent to Participate** must use the form provided. Please include as much information as possible so we can best assist applicants in choosing appropriate materials and methods.

<p><b>B. Building Improvement</b> A City/WCRF Grant Partnership</p>
<p>Purpose: To facilitate repairs and maintenance on commercial buildings in the Main Street District. The proposed work may be interior or exterior, and may include removal of contemporary façade material in conjunction with other façade improvements.</p>
<p>Incentive: Up to <b>\$50,000</b> per building for approved plans; match requirement is 3:1 with minimum investment of \$100,000. Grant funds may be applied to labor and materials.</p>

<p><b>D. Low Interest Loan</b> A Local Financial Institution Partnership</p>
<p>Purpose: For new construction or for making improvements to existing buildings. May be exterior or interior work; no business fixtures or merchandise expenses may be part of the loan.</p>
<p>Incentive: Loans at special DIG terms are available from local lenders. See your bank for details.</p>



**Letter of Intent to Participate  
Downtown Investment Grants  
(DIG)**

<b>Property Owner Information</b>	<b>Business Information, if different than building owner</b>
Name: LattaHarris, LLP (LattaHarris RE, LLC)	Name:
Address: 116 West Main Street, Washington IA 52353	Address:
Phone: 319-653-6684	Phone:
Email: cchaon@lattaharris.com	Email:

★ Who is the **primary contact person** regarding this project? Chip Chaon

**Project Information:**

Please check all the items being considered for the project.

- |                     |                          |                        |
|---------------------|--------------------------|------------------------|
| Roof ***            | Exterior Painting        | Handicapped Access     |
| Masonry Work ***    | Signs                    | Rear Entrance          |
| Basement/Foundation | Awnings                  | Interior Updating      |
| Heating/Cooling     | Storefront Restoration   | Upper Story Renovation |
| Electrical Work     | Transom Windows ***      | Metal Ceiling          |
| Site Improvements   | Entrances/Doors ***      | Windows ***            |
| Asbestos Abatement  | Engineering Consultation | Design Assistance      |

Other: \_\_\_\_\_

**Intended Start Date:** July 2024      **Expected Completion Date:** November 2024

**Approximate Project Budget:** (bids not necessary at this time): \$100,000

I am a Main Street Washington Investor:  Yes     No     Unsure

Signing this document indicates I/we would like a site visit from Main Street Design Committee.

Building Owner Signature       Date May 14, 2024

Business Owner Signature \_\_\_\_\_      Date \_\_\_\_\_  
(if different than building owner)

**Return this form to Main Street Washington, 205 W. Main Street by Noon on May 1, 2024.** Main Street Washington, as Grantor, is not liable for any contracts or agreements nor for any damages 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.



**RESOLUTION NO. 2024-**

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

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

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

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

WHEREAS, the attached application for 1404 E. Washington St., a commercial building owned by MJL Enterprises, Parcel ID 1116311005, will be having improvements completed over the next five years is seeking approval of improvements completed.

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

PASSED AND APPROVED this 18<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST:

\_\_\_\_\_  
Amanda J. Waugh, City Clerk

**RESOLUTION NO. 2024-**

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

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

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

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

WHEREAS, the attached application for 1404 E. Washington St., a commercial building owned by MJL Enterprises, Parcel ID 1116311005, will be having improvements completed over the next five years is seeking approval of improvements completed.

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PASSED AND APPROVED this 18<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST:

\_\_\_\_\_  
Amanda J. Waugh, City Clerk

copy

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

\_\_\_\_ Prior Approval for Intended Improvements

X Approval of Improvements Completed

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

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

Residential

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

Commercial/Industrial

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

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

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

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

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

Address of Property: 1404 E. Washington St.

Legal Description: Parcel ID 1116311005

Title Holder or Contract Buyer: MJL Enterprises

Address of Owner (if different than above): 1206 N. 6th Ave Washington, IA

Phone Number (to be reached during the day): (319) 461-1373

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

Existing Property Use: \_\_\_ Residential X Commercial \_\_\_ Industrial \_\_\_ Vacant

Proposed Property Use: Car Wash

Nature of Improvements:  New Construction  Addition  General Improvements

Specify: Demo of old building / New Construction of Car Wash

Permit Number(s) from the City of \_\_\_\_\_ Building Department

Date Permit(s) Issued: 10/10/22

Permit(s) Valuation: \$145,000

[Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: August 2023

Estimated or Actual Cost of Improvements: \$235,000

Signature: Michael J. Lins

Name (Printed) Michael J. Lins

Title: OWNER

Company: MIL Enterprises

Date: 6/10/24

**FOR CITY USE**

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

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

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

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

**ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION**

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

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



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

## Commercial Building Permit

Permit Number: 220314  
Property Address: 1404 E WASHINGTON ST  
Job Description: New 3 stall Car wash

Project Cost: 145000  
Issue Date: 10/10/2022  
Expiration Date: 04/08/2023

Owner:  
MJL ENTERPRISES, LLC  
1206 N. 6TH AVE.  
WASHINGTON, IA 52353

Contractor:  
Leichty and Sons  
1548 Henry Washington Road  
Mt. Pleasant IA 52641

Fees	Amount	Payments	Account Paid
EXCAVATION PERMIT	\$10.00		
Total Fee: \$10.00			Total Paid: \$0.00

Notes:

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

Issued By Jeff Duwa

10/10/2022

Date

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



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

## Commercial Building Permit

**Permit Number:** 220313  
**Property Address:** 1404 E WASHINGTON ST  
**Job Description:** New 3 stall Car wash

**Project Cost:** 145000  
**Issue Date:** 10/10/2022  
**Expiration Date:** 04/08/2023

**Owner:**  
MJL ENTERPRISES, LLC  
1206 N. 6TH AVE.  
WASHINGTON, IA 52353

**Contractor:**  
Yoder Masonry  
1380 Riverside Rd.  
Riverside IA 52327

Fees	Amount	Payments	Account Paid
Building Zoning Permit Fee	\$809.74		
<b>Total Fee: \$809.74</b>			<b>Total Paid: \$0.00</b>

**Notes:**

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

Issued By Jeff Duwa

10/10/2022  
Date

# 2024 REAL ESTATE ASSESSMENT ROLL

**Washington County**

1 of 1  
175

210 W Main St

Washington IA 52353

Christy Tinnes,

ctinnes@co.washington.ia.us

(319) 653-7738

**THIS IS NOT A TAX BILL - IT IS A NOTICE OF ASSESSED VALUE**

**March 29, 2024**

MJL ENTERPRISES, LLC  
1206 N 6TH AVE  
WASHINGTON IA 52353-2614

Deed Holder: MJL ENTERPRISES, LLC

Contract Holder:

Parcel Number/ Location/ Legal Description/ District Name/		Class	Aeres	Land	Buildings	Dwelling	Total Assessed Value	Total After Exemptions
11-16-311-005 1404 E WASHINGTON ST WASHINGTON 07 12 SMOUSES 2ND ADD LOT 6 &	2024	COMMERCIAL	0	51,200	328,800	0	380,000	380,000
WACWS	2023	C	0	51,200	41,400	0	92,600	92,600

Assessments are required to be the 100% fair market value of the property (unless otherwise provided by the Code of Iowa) in its condition as of January 1<sup>st</sup>. This is the amount established by the Assessor's office before application of the state rollback factor. The 2024 assessed value will be the basis of your tax bill in 2025-2026.

NOTICE: If you are not satisfied that the foregoing assessment is correct, you may contact the Assessor on or after April 2, to and including April 25, of the year of the assessment to request an informal review of the assessment pursuant to section 441.30. If you are not satisfied that the foregoing assessment is correct, you may file a protest against such assessment with the BOARD OF REVIEW on or after April 2, to and including April 30 of the year of assessment. Such protest must be confined to the grounds specified in Section 441.37, Code of Iowa. Electronic filing of protests is authorized under Iowa Code 441.37(3).

The notice in each odd-numbered year shall contain a statement that the assessments are subject to equalization pursuant to an order issued by the Department of Revenue, that the County Auditor shall give notice on or before October 8 by publication in an official newspaper of general circulation to any class of property affected by the equalization order, that the County Auditor shall give notice by mail postmarked on or before October 8 to each property owner or taxpayer whose valuation has been increased by the equalization order, and that the BOARD OF REVIEW shall be in session from October 10 to November 15 to hear protests of affected property owners or taxpayers whose valuations have been adjusted by the equalization order.

**\*\*\*Important - Please see reverse side for additional parcels (if applicable).\*\*\***



**RESOLUTION NO. 2024-**

**A RESOLUTION REJECTING BIDS FOR THE WELLNESS PARK CONCESSION  
STAND PROJECT**

WHEREAS, Veenstra & Kimm, Inc. has prepared plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as the "Wellness Park Concession Stand Project"; and

WHEREAS, the project was duly advertised for bids for the wellness park concession stand project; and,

WHEREAS, bids were received and opened on May 16, 2024 and tabulated; and,

WHEREAS, bids were reviewed by the Engineer and the City Clerk and it is the recommendation that all bids are rejected due to the bid price compared to the engineer's estimate of the project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa:

Section 1. That the City Council hereby rejects any and all bids received for the Wellness Park Concession Stand Project on May 16, 2024, in the amount of \$299,726.00.

Section 2. That the City Council direct staff to work with the engineer on reviewing funding sources and options with rebidding the project.

Section 3. That the City Administrator will provide a written notice to the Peak Construction Group, Inc. informing them that the City Council rejected any and all bids for the Wellness Park Concession Stand Project.

PASSED AND APPROVED on the 18<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

ATTEST:

\_\_\_\_\_  
Amanda Waugh, City Clerk

**RESOLUTION \_\_\_\_\_**

**RESOLUTION SETTING THE SALARIES FOR THE  
APPOINTED OFFICERS AND EMPLOYEES OF  
THE CITY OF WASHINGTON FOR FISCAL YEAR 2024-2025.**

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

SECTION 1. In accordance with the results of personnel evaluations conducted by the City Administrator, decisions of the Council and collective bargaining agreements, as applicable, the following persons and full-time positions shall be paid salaries or wages indicated and the Finance Director is authorized to issue warrants less legally required authorized deductions from the amounts set out below, bi-weekly, not including longevity pay; and make such contributions to IPERS and FICA and other purposes as required by law or authorization of the Council, subject to audit and review by the City Council:

Police:

Lester, James	\$4,240.38/ppd	Brdecka, Mia	\$2,808.77/ppd
Hansen, Lyle	\$3,500.15/ppd	Burkhart, Ryan	\$2,648.88/ppd
Altenhofen, Shamus	\$3,500.15/ppd	Fraise, Devin	\$2,329.50/ppd
Altenhofen, Ben	\$3,197.65/ppd	Kephart, Eric	\$3,051.67/ppd
Chalupa, Jason	\$3,197.65/ppd	Schneider, Colton	\$2,648.88/ppd
Hill, Rhonda	\$31.00/hr	VanWilligen, Brian	\$3,197.65/ppd
Adam, Seth	\$3,068.04/ppd		

Fire:

Wide, Tom	\$2,297.00/ppd
Chenoweth, Mark	\$2,241.02/ppd
Guengerich, Jerry	\$2,192.80/ppd
Wagner, Bill	\$2,297.00/ppd

Library:

Siegfried, Cary Ann	\$3,024.81/ppd
Harris, Jenisa	\$22.53/hr
Greiner, Alison	\$23.70/hr
Kunz, Leann	\$24.83/hr
Valentine, Tammy	\$20.29/hr

Maint/Construction:

Bell, JJ	\$3,751.59/ppd
Beal, Marshall	\$29.21/hr
Brinning, Jacob	\$23.63/hr
Crawford, Brice	\$21.62/hr
Gearheart, Michael	\$23.63/hr
Greiner, Dick	\$31.14/hr
Moore, Todd	\$21.62/hr
Samo, Ben	\$28.50/hr
Sanow, Jacob	\$25.81/hr
Wells, Tim	\$29.35/hr

Development Services:

Duwa, Jeff	\$30.51/hr
Henkel, Keith	\$37.18/hr

Parks:

Pacha, Nick	\$2,891.62/ppd
Peterson, Jason	\$23.63/hr

Water Plant:

Wellington, Kyle	\$43.67/hr
Tapken, Will	\$27.38/hr

Cemetery:

Wibstad, Zachariah	\$38.00/hr
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(CONTINUED)

Administration:

Albert, Kirk	\$25.06/hr
Brown, Kelsey	\$3,751.28/ppd
Krotz, Linda	\$23.90/hr
Wagler, Deb	\$31.92/hr
Waugh, Amanda	\$2,261.54/ppd

Sewer Plant:

Whisler, Jason	\$43.67/hr
Custer, Andrew	\$21.62/hr
Turner, Parker	\$31.14/hr

This Resolution shall be effective as of the first pay date in July.

PASSED AND APPROVED this 18<sup>th</sup> day of June, 2024.

ATTEST:

\_\_\_\_\_  
Millie Youngquist, Mayor

\_\_\_\_\_  
Amanda Waugh, City Clerk



# Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

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

Rhonda Hill  
Administrative Assistant

May 30, 2024

Lyle Hansen  
Lieutenant

Shamus Altenhofen  
Lieutenant

To: Mayor and City Council  
Cc: City Clerk Amanda Waugh  
Finance Director Kelsey Brown

Jason Chalupa  
Sergeant

Ref.: Persons With Disabilities Parking Ordinance Amendments

Benjamin Altenhofen  
Sergeant

Late in 2023, city staff met with former Councilor Glinsmann and City Administrator McCusker to review and discuss handicap parking in the downtown area.

Brian Van Willigen  
Investigator

Eric Kephart  
K-9 Handler

Our review included locations that are listed in the current Ordinance, but not properly marked and locations that are marked, but not listed in the Ordinance. We also discussed the state requirements regarding width of handicap parking spaces, proper signage, and the number of spaces required to meet the state code.

Seth Adam  
Police Officer

Mia Brdecka  
Police Officer

Attached is an Ordinance Amendment and map that updates the handicap parking locations in the downtown area.

Colton Schneider  
Police Officer

Also attached are comments received from downtown businesses in response to Main Street Washington's sharing of the proposed map.

Devin Fraise  
Police Officer

Ryan Burkhart  
Police Officer

Respectfully,

Jim Lester  
Chief of Police

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

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE  
CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER  
69.07, "PERSONS WITH DISABILITIES PARKING"**

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

SECTION 1. Amend Paragraph. Paragraph 3. (69.07(3) Business District. Is amended as follows:

Business District. The following parking spaces are designated as reserved only for the use of persons with disabilities.

- A. The first two parking spaces on the east side of North B Ave just north of the intersection of West Main Street.
- B. The first parking space on the south side of Washington Street just east of Iowa Avenue.
- C. The first parking space on the east side of Iowa Avenue just north of the intersection with Main Street.
- D. The first parking space on the east side of Marion Avenue just north of the intersection with Main Street.
- E. The first two parking spaces on the south side of East Main Street just west of the intersection of North Second Avenue and East Main Street.
- F. The first parking space on the west side of South Second Avenue just north of the intersection of North Second Avenue and East Main Street.
- G. The first parking space north of the alley on the east side of Iowa Avenue south of the intersection with Third Street.
- H. On the west side of South Iowa Avenue south of the intersection of Jefferson Street and Iowa Avenue.
- I. On the south side of East Second Street west of the intersection of North Second Avenue and East Second Street.
- J. On the north side of West Second Street east of the intersection of West Second Street and North Marion Avenue.
- K. The first parking space on the south side of West Main Street east of the intersection of West Main Street and Avenue B.

- L. The first parking space on the south side of West Jefferson Street west of the intersection of South Iowa Avenue.
- M. The first parking space on the east side of South Iowa Avenue just south of the intersection of Jefferson Street and South Iowa Avenue.
- N. Iowa Avenue, two spaces on the east side, one on each side of the center crosswalk midway between Washington Street and Main Street. One space on the west side just south of the center crosswalk midway between Washington Street and Main Street.
- O. The first parking space north of the alley on the west side of North Marion south of the intersection with West Second Street.
- P. West Main Street, two spaces on the north side, one on each side of the center crosswalk midway between North Iowa Avenue and North Marion Avenue. One space on the south side just east of the center crosswalk midway between North Iowa Avenue and North Marion Avenue.
- Q. North Marion Avenue, two spaces on the west side, one on each side of the center crosswalk midway between West Washington Street and West Main Street. One space on the east side just north of the center crosswalk midway between West Washington Street and West Main Street.
- R. West Washington Street, two spaces on the south side, one on each side of the center crosswalk midway between North Marion Avenue and North Iowa Avenue. One space on the north side just west of the center crosswalk midway between North Marion Avenue and North Iowa Avenue.
- S. On the north side of East Washington Street, one space west of alley, between South Second Avenue and South Iowa Avenue.
- T. The first parking space on the south side of West Washington Street west of the intersection of West Washington Street and Marion Avenue.
- U. The first parking space on the east side of South Iowa Avenue south of the alley located between Jefferson Street and Washington Street.
- V. The first parking space on the south side of East Third Street just west of the intersection with North Second Avenue.
- W. On the east side of North Iowa Avenue, two spaces, one on each side of the alley midway between Main Street and Second Street.

SECTION 2. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. **Severability.** If any section, provision or part of this ordinance shall be judged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. **Effective Date.** This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Millie Youngquist, Mayor

Attest:

\_\_\_\_\_  
Amanda Waugh, City Clerk

Approved on First Reading: \_\_\_\_\_

Approved on Second Reading: \_\_\_\_\_

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

June 4, 2024

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Amanda Waugh, City Clerk



NORTH

Diagram not to scale



Two accessible parking spaces can share an access aisle with the access aisle between the two parking spaces (except in angled parking).

An access aisle can be placed on either side of the parking space (except in angled parking where it must be located on the passenger side of the parking space).

I believe the one that is marked closest to the Union is an existing spot, so no worries from us.

These look nicely spaced out. I think it's a good plan.

Looks good to me.

I like the addition of one in front of Boxcar Treasures. It will add to the one in front of our store. Thanks.

Looks good to us.

I'm not seeing handicap parking on the west side of the square... Seems to me there should be at least one on each side...

Any additions would be awesome! Are they considering any two hour parking signs as well?

I REALLY dont want anymore handicap parking spaces. They are the ones that are always empty. Adding more would just take away parking from other customers, and parking is already so limited. If anything more could be added along the park, and then it would be a flat surface to get to the sidewalk from there.

it's not that I lack empathy, it's that I just don't think we need it.

I'm in support of any and all added accessible parking spaces! A large percentage of our clients have special needs so more wheelchair/walker/etc accessible parking would be a huge help!

We would love something done or one placed on the west side street on iowa avenue street as those stairs / sidewalks are horrendous! Let me know if there is anything they can come up with



*Millie Youngquist, Mayor  
Kelsey Brown, Finance Director  
Amanda Waugh, City Clerk  
Kevin Olson, City Attorney*



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

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## **Memorandum**

June 13, 2024

To: Mayor & City Council

From: Kelsey Brown, Finance Director & Zach Wibstad, Cemetery Sexton

Re: Resolution Amending Charges and Fees for Elm Grove and Woodlawn Cemeteries

This item is being brought forth again in hopes to clarify and offset overtime costs. As you can see from the highlighted areas on the following documents, we are proposing to change the Saturday time surcharges. This is a clarification as currently, if anyone from the funeral home is standing grave side before 12:00, they are charged the \$200, even if the funeral procession arrives much later. We believe the original intent of this charge was to have the interment completed by noon, allowing the sexton to close the grave at noon.

In addition to the change listed above, you will also see an added section under late charges on the price list and amending: interments not permitted. Adding this late fee of \$150/hour after 2:00 pm will help offset the costs of overtime. Once Saturday arrives, all time spent at the cemetery for our Sexton is overtime. This is also our reasoning for amending the interment times permitted to not allow interments after 2:00 PM on Saturdays. There are often times he works later on a Saturday than he does during the week. I would also like to point out, leaving early on a weekday if there is a Saturday funeral isn't always feasible. We currently only have 1 full time person, 1 permanent part time, and one seasonal worker that works 3 days a week. It is the Sexton's responsibility to make sure the cemetery is in perfect condition for visitors and funerals and often that could mean mowing and trimming all day long, in addition to coordinating funerals that are scheduled.

We have based these changes on the City of Perry's cemetery pricing structure. They visited a few months ago to view our columbariums and we had a very good conversation regarding how each of our cemeteries work.

# City of Washington

## Elm Grove & Woodlawn Cemeteries

*Current Price Schedule Effective 7/1/2024*

<b>Interment:</b>	Adult	\$750.00
	Infants	\$400.00
	Ashes	\$400.00
	Ashes (For Double Interment, Same Location)	\$600.00
<b>Surcharge:</b>	Cemetery Tent	\$200.00
	Saturday AM <b>(Procession exits by 12:00 PM)</b>	\$200.00
	Saturday PM <b>(Procession exits by 2:00 PM)</b>	\$400.00
	Less than 48-hour notice (year-round)	\$300.00
	Winter (All Interments December – February)	\$100.00
<b>Plot Price (Per Plot):</b>	All Sections (Full Size)	\$650.00
	Infant	\$300.00
<b>Columbarium Niche:</b>	<i>East and West Columbariums</i> <i>(Built 2001)</i>	
<b>(Per Niche)</b>	All Remaining Niches	\$300.00
	<i>North and South Columbariums</i> <i>(Built 2016)</i>	
	All Remaining Niches	\$600.00
<b>Administrative Charges:</b>	Quit Claim Deeds	\$50.00
	All Other Special Requests	\$50.00
<b>Disinterment:</b>	Double Interment Price (Available Weather & Schedule Permitting)	
<b>Late Charges:</b>	Weekdays: Interments that do not exit the cemetery by 4:00 PM will be charged \$150.00/hour until funeral procession leaves.	
	<b>Saturdays: Interments that do not exit the cemetery by 2:00 PM will be charged \$150.00/hour until funeral procession leaves.</b>	
<b>Interments not permitted:</b>	<b>After 6:00 PM on week days, After 2:00 PM on Saturday, Sunday, or City Recognized Holiday to include: New Year’s Day, President’s Day, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving, Day After Thanksgiving, Christmas Eve, and Christmas Day</b>	

**RESOLUTION NO. 2024-**

**A RESOLUTION AMENDING CERTAIN CHARGES AND FEES FOR THE ELM GROVE AND WOODLAWN CEMETERIES**

**WHEREAS**, City Council updated certain charges and fees for the Elm Grove and Woodlawn Cemeteries in December, 2023, but some additional changes are needed.

**WHEREAS**, Section 115.09 of the Municipal Code of the City of Washington, Iowa, provides that the City Council may adopt by Resolution rules and regulations, including fees for services with regards to the City's cemeteries.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA**, that the City Council hereby:

1. Council approves changing the Saturday charge from \$200 before noon and \$400 after noon to \$200 if the funeral procession exits before 12:00 PM and \$400 if the funeral procession exits by 2:00 PM and \$150/hour charge for funeral processions leaving the cemetery after 2:00pm until the funeral procession exits.
2. Council approves changing Interments not permitted after 6 PM on any day, to After 6:00 PM on week days and after 2:00 PM on Saturday.

**PASSED AND APPROVED** this 18th day of June, 2024.

---

Millie Youngquist, Mayor

ATTEST:

---

Amanda Waugh, City Clerk



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



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

**FY 2023-2024 Budget**  
**Equipment Purchase Request**

**FOR ITEMS OVER \$5,000**

Item: Truck Bed	Account: 6723
Cost: \$14,149.73 Total cost truck & bed- \$74,294.73	Dept:Sewer Collection M/C Dept

**Narrative/Justification:**

As discussed in the June 4 Council meeting with the new ton truck budget of \$90,000, we have received two quotes for the dump body. The original quote of \$22,509 from Truck Equipment in Des Moines, we have another quotation from Future Line in Cedar Rapids. The second quote is \$14,378.16. This dump body with the Ford chassis (\$62,095) would total \$76,473.16. We would like the permission to proceed with the purchase of a ton truck with the dump body. The current 2007 F-550 tonner as aforementioned diesel truck which is on borrowed time the last 8 years. The previous truck needed a head gasket. The turbo has had issues that could take it out of service. The gas motor in the Ford we are wanting to replace would fit well in the leaf vac program if delivered on time (late Oct), it is looking like a November delivery if we go this route.

These trucks have a receiver hitch making them useful to pull the dump trailer on the yard waste routes as well as pothole patching and for hauling a rented roller or rented walk behind saw back to the shop. They work well for hauling small loads of rock, dirt or sand to a jobsite. As well as picking up signs/barricades from job sites and hauling back to the shop.

The tonner that is getting replaced in the current budget will go on auction once we receive the new truck. The two trucks have 6 year old beds on them which should give them decent resale value. That value could be between \$10,000-\$20,000.



If applicable, please describe the approximate value of the unit to be replaced, and whether it will be traded in or sold outright:

**\*\*\*Please attach additional documentation including any quotations received\*\*\***



# Sales Order Acknowledgement

Sales Order #	15623
Date	6/14/2024

319-730-3800  
rob@futureline.com  
www.futureline.com

Customer	Shipping Address
City Of Washington 215 East Washington Street Washington, IA 52353	

Due Date	Customer PO #	Attention	Sales Rep	Ship Via	Terms
11/14/2024	Call In Marshall		RE		Net 30
Item	Description	Qty	Rate	Amount	
Per Quote	0073983 GALION 3460014 100USD9 9 FT SUPER DUTY DUMP BODY RIGID 108X84X18X24X24, 3500180 K16648 FIT-N-FORGET LED KIT, 3300618 CAB PROTECTOR 1/4X84 10 GA.	1.00	5,860.27	5,860.27T	
FREIGHT-TRUCK TH4016	Freight - Inbound - TRUCK	1.00	850.00	850.00	
	TUFF BODY 4016 Hoist Package, DOUBLE ACTING PUMP	1.00	2,195.40	2,195.40T	
Install Dump Body	Install 2-3 Yard Dump Body			1,424.00T	
Install Hoist	Install Hoist 2-3 Yard Dump Body			1,353.84T	
Install Hitch HDH12X34 B38W	HITCH PLATE, 1/2" STEEL	1.00	206.00	206.00T	
	1/2 Inch Forged D-Ring With Weld-On Mounting Bracket	2.00	14.30	28.60T	
		1.00	0.00	0.00	
1804055	Black Receiver Tube 2 Inch I.D. x 6 Inch Long Welded To 1/2 Inch Mounting Plate	1.00	78.96	78.96T	
Lbr Cost	Labor	2.00	105.00	210.00T	
Supplies			5.00	5.00T	
	1/2" HITCH PLATE, D-RNIGS, BOLT ON RECEIVER TUBE, 7-WAY WIRING			-528.56	
AT361818	Premium Aluminum toolbox 36x18x18, .125 smooth 5052 alloy (body) tread-brite 3003 alloy (door)...1. 5/8" Automotive seal..2. Four side weather-shielded door frame concealed rain gutter..3. Stainless steel hinge with huck fasteners	1.00	495.80	495.80T	
Miscellaneous Part	Fabricate Toolbox Brackets	1.00	100.00	100.00T	
Labor (Cost)	Install Labor Install Toolbox	2.00	110.00	220.00T	
8891082	CLASS 1 LOW PROFILE OVAL MINI LIGHT BAR	1.00	186.88	186.88T	
8892202	Ultra Thin 5 Inch Amber/Clear LED Strobe Light	4.00	61.42	245.68T	

VIN#

Please review this acknowledgement carefully for accuracy. A 2% Processing Fee will be assessed for Credit Card payments exceeding \$2,500. For questions, please contact us at 319-730-3800 or email sales@futureline.com



319-730-3800  
 rob@futureline.com  
 www.futureline.com

# Sales Order Acknowledgement

Sales Order #	15623
Date	6/14/2024

Customer	Shipping Address
City Of Washington 215 East Washington Street Washington, IA 52353	

Due Date	Customer PO #	Attention	Sales Rep	Ship Via	Terms
11/14/2024	Call In Marshall		RE		Net 30
Item	Description	Qty	Rate	Amount	
6391215	PRE-WIRED SWITCH WITH MOMENTARY BUTTON	1.00	29.30	29.30T	
Labor (Cost)	Install Labor Install Strobe Package 16 Week Lead Time	6.00	110.00	660.00T	

VIN#

**Subtotal** \$14,149.73

**Sales Tax (0.0%)** \$0.00

**Total** \$14,149.73

Please review this acknowledgement carefully for accuracy. A 2% Processing Fee will be assessed for Credit Card payments exceeding \$2,500. For questions, please contact us at 319-730-3800 or email sales@futureline.com

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## MEMORANDUM

DATE: June 16, 2024  
TO: Kelsey, Finance Director  
FROM: Mark Culver, Housing Specialist  
RE: Contractor Final Payment Request

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Enclosed please find the required paperwork to authorize contractor payment for the house at:

326 E Jefferson (Smith)

I approve the payment request in the amount of **\$19,200.00**

Please cut a check in the amount of \$19,200.00 and Mail to the contractor.

Swift & Swift, LLC  
1903 Walling Ct  
Davenport, IA 52803

*\*The enclosed "Final Payment Request" document requires a signature and is marked with a "sign here" tab. After you have signed the documents please make a copy for your records and then return the originals to me with a copy of the check to the contractor.*

Thank you,



Mark Culver  
East Central Iowa Council of Governments  
319-289-0061

# CITY OF WASHINGTON HOUSING REHABILITATION PROGRAM

**Homeowner Name:** Jacayla Smith  
**Address:** 326 E Jeferson St  
 Washington, IA 52353

**Contractor Name:** Swift & Swift LLC  
**Address:** 1903 Walling CT  
 Davenport, IA 52803

**Phone:** 563-505-0661

## FINAL PAYMENT REQUEST

Final Items Completed:		\$16,700.00
New Change Order Total:		\$2,500.00
<b>Total:</b>		<b>\$19,200.00</b>
Add Retainage 10%		\$0.00
<b>Final Payment Due:</b>		<b>\$19,200.00</b>

<b>Payment Summary</b>	Partial Payment	\$15,300.00
	Final Payment:	\$19,200.00
	<b>Total Payment:</b>	<b>\$34,500.00</b>
Original Contract + Total Change Orders =		Total Payment

The undersigned contractor certifies that all work is completed in regards to this request for payment in accordance with the contract documents and that all work to date was inspected.

**General Contractor:**  **Date:** 6-14-24

A property inspection has been made and the work completed to date meets my satisfaction in accordance with the construction contract. I authorize the release of payment.

**Property Owner:**  **Date:** 6/14/24

**Approved by the ECICOG Project Administrator:**  **Date:** 6/14/24

**Housing Inspector:**  **Date:** 6/14/24

**Grantee (City) Representative:**  **Date:** 6/14/2024

Swift & Swift LLC  
 1903 Walling Ct  
 Davenport, Iowa 52803

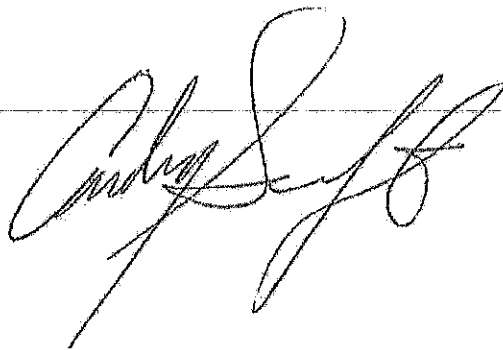
# Invoice

Date	Invoice #
6/6/2024	3208

<b>Bill To</b>
Jacayla Smith 326 E Jefferson Washington Ia 52333

<b>P.O. No.</b>	<b>Terms</b>	<b>Project</b>
Jacayla Smith	Due on receipt	326 E Jefferson Street

Quantity	Description	Rate	Amount
1	Item #1 Siding	15,000.00	15,000.00
0	Item #2 Window Replacement	2,200.00	0.00
0	Item #3 Window Replacement	1,100.00	0.00
0	Item #4 Eliminate Window and Door	2,000.00	0.00
0	Item #5 Front Porch Support	4,500.00	0.00
0	Item #6 Plumbing Repairs	6,000.00	0.00
0	Item #7 Entry Door	1,200.00	0.00
1	Item #8 Change order fascia and trim, Gutters removal, other openings covered with osb, small window drywall work	2,500.00	2,500.00



<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>	<b>Total</b>	<b>\$17,500.00</b>
563-505-0661	563-322-8739	andrayswift@yahoo.com		