



AGENDA OF THE REGULAR SESSION OF THE  
COUNCIL OF THE CITY OF WASHINGTON, IA  
TO BE HELD IN THE  
**A TOUR OF CITY PARKS**  
**BEGINNING AT 215 E. WASHINGTON STREET & THROUGHOUT TOWN**  
AT 4:00 P.M. TUESDAY, June 20, 2023  
and  
**COUNCIL CHAMBERS**  
**215 E. WASHINGTON STREET**  
AT 6:00 P.M., TUESDAY, June 20, 2023

*To attend the meeting via Zoom go to:*

<https://us02web.zoom.us/j/84413261389?pwd=Sy9VMjgldHpoYkkwTzFPTy84aUF2dz09>

*Meeting ID: 844 1326 1389*

*Passcode: 6536584*

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, June 20<sup>th</sup>, 2023 to be approved as proposed or amended.

**Consent:**

1. Council Minutes June 6, 2023
2. Bolton & Menk, Airport Fuel System Repair, \$727.50
3. Bolton & Menk, Runway 18/36 Lighting, \$790.00
4. Bolton & Menk, Runway 18/36 PAPI and REILs, \$508.00
5. FOX Strand, Bazooka Farmstar Consultation, \$841.23
6. FOX Strand, 2021 Water Main Improvements – Final Design, \$7,183.20
7. FOX Strand, East Interceptor and IRE Consultation, \$2,101.75
8. Kevin Olson, City Attorney, April and May 2023 Legal Services, \$2,209.80
9. Kimrey Electric, Airport Runway 18/36 Lighting, PAPIs, and REILs, \$45,267.26
10. RACOM Corporation, Fire Department Radios, \$8,349.85 (*50% DNR grant reimbursed*)
11. SRF Consulting Group, Inc., Quiet Zone Study, Final Invoice, \$1,697.13
12. TAC10, Annual Maintenance Renewal, \$8,643.00
13. UMB Bank, General Obligation, Series 2016B, Fees, \$250.00
14. UMB Bank, General Obligation, Series 2018B, Fees, \$300.00
15. UMB Bank, General Obligation, Series 2016A, Fees, \$250.00

16. UMB Bank, General Obligation, Series 2015, Fees, \$250.00
17. UMB Bank, General Obligation, Series 2018A, Fees, \$300.00
18. Urban Chicken Permit, 609 E. Main St., Mark and Stacy Chenoweth (**renewal**)
19. The Topsy Travelers LLC, 107 West 2nd Street, Special Class C Retail Alcohol License Five-Day (July 11-15)
20. Comes Investments, Inc. – Pizza Hut, 1018 West Madison St., Class C Retail Alcohol License (renewal)
21. Corner Stop, DNP LLC, 100 E. Madison St., Over-the-Counter, Cigarettes/Tobacco/Alternative Nicotine Products/Vapor Products (**renewal**)
22. Department Reports

**SPECIAL PRESENTATION**

- **Mayoral Appointments:**
  - **Hotel Motel Tax Fund Administration Committee** – 3-year term to end 6/30/2026:
    - Isabella Santoro (*reappointment*), Diane Gallagher (*reappointment*), Millie Youngquist (*reappointment*)
  - **Planning and Zoning Commission** – 5-year term to end 6/30/2028:
    - Deran DeLong (*reappointment*)
  - **Historic Preservation Commission** – 3-year term to end 6/30/2026:
    - Bethany Glinsmann (*reappointment*)
  - **Board of Adjustment** – 5-year term to end 6/30/2028:
    - Charla Howard (*reappointment*)
  - **Airport Commission** – 6-year term to end 6/30/2029:
    - Kevin Erpelding (*reappointment*)
  - **Forestry Commission** – 3-year terms to end 6/30/2026:
    - Don Pfeiffer (*reappointment*), Andy Dahl (*reappointment*)

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

**CLAIMS & FINANCIALS**

- Claims for June 20, 2023
- May 2023 Financials

**NEW BUSINESS**

1. Discussion and Consideration of a Resolution Setting the Salaries for the Appointed Officers and Employees of the City of Washington for Fiscal Year 2023-2024
2. Discussion and Consideration of a Fire Department Vehicle Purchase
3. Discussion and Consideration of a Resolution Setting a Public Hearing for the Voluntary Severance of Certain Properties
4. **Public Hearing** on the Proposed Washington East Commercial Urban Renewal Plan
5. Discussion and Consideration of Resolution Determining an Area of the City to be an Economic Development Area, and that the Rehabilitation, Conservation, Redevelopment, Development, or a Combination Thereof, of Such Area is Necessary in the Interest of the Public Health, Safety or Welfare of the Residents of the City; Designating Such Area as Appropriate for Urban Renewal Projects; and Adopting the Washington East Commercial Urban Renewal Plan

6. Discussion and Consideration of the First Reading of an Ordinance Providing that General Property Taxes Levied and Collected Each Year on All Property Located Within the Washington East Commercial Urban Renewal Area, in City of Washington, County of Washington State of Iowa, City of Washington, County of Washington, Washington Community School District, and Other Taxing Districts, Be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issues or to Be Issued, Incurred By the City in Connection with the Washington East Commercial Urban Renewal Area (The Washington East Commercial Urban Renewal Plan)
7. Discussion and Consideration of a Resolution to Provide for a Notice of Hearing and Letting on Proposed Plans, Specifications, Form of Contract and Estimate of Cost for the Library Makerspace Project and Taking of Bids Therefore
8. Discussion and Consideration of a Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer (*final water utility bill*)
9. Discussion and Consideration of a Resolution Authorizing Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa (4 Circle Drive)
10. Discussion and Consideration of a Resolution Authorizing Tax Abatement Under the Washington Urban Revitalization Plan for Washington, Iowa (120 E. Main Street)
11. Discussion and Consideration of Awarding Bid for Kewash Trail Crack Filling and Sealing Project
12. Discussion and Consideration of Pay Application No. 6 Country Club View Subdivision (DeLong Construction for \$258,939.80)
13. Discussion and Consideration of Third and Final Reading of an Ordinance Amending Utility Rates
14. Discussion and Consideration of the First Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, By Amending Chapter 65.02 "Stop Required"
15. Discussion and Consideration of the First Reading of an Ordinance Amending the Municipal Code of the City of Washington, Iowa, By Amending Chapter 69 Parking Regulations

#### **OLD BUSINESS**

1. Discussion and Consideration of a Resolution Amending the Employee Handbook for the City of Washington, Iowa (*tabled*)
2. Discussion and Consideration of a Resolution Approving the Quote for the Alley Project (200 Block of Marion Ave. to S. Avenue B) (*tabled*)
3. Discussion and Consideration and Possible First Reading of Ordinance No 2023- Vacant Building Code (*tabled*)

### **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 & COUNCILPERSONS**

Millie Youngquist, Mayor Pro Tem

Illa Earnest

Bethany Glinsmann

Elaine Moore

Ivan Rangel

Fran Stigers

### **ANNOUNCEMENT OF NEXT REGULAR SESSION CITY COUNCIL MEETING**

- July 5, 2023 at 6 p.m. at City Council Chambers, 215 E. Washington St., Washington, IA 52353

### **ADJOURNMENT**

CITY OF WASHINGTON  
Council Minutes 6-6-2023

The Council of the City of Washington, Iowa, met in Regular Session in the Council Chambers, 215 East Washington Street on Tuesday, June 6, 2023, at 6:00 p.m. Mayor Pro Tem Earnest in the chair.

On roll call present: Earnest, Glinsmann, Moore, Rangel, and Stigers. Absent: Youngquist.

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

Consent:

1. Council Minutes May 16, 2023
2. Council Minutes May 25, 2023 – Special Session
3. Ahlers & Cooney, P.C., General Urban Renewal, \$75.00
4. Ahlers & Cooney, P.C., Washington Hotel Group, LLC, \$302.00
5. Ahlers & Cooney, P.C., Washington East Commercial Urban Renewal Plan, \$1,016.00
6. Ahlers & Cooney, P.C., General Services, \$222.00
7. Bolton & Menk, Runway 18/36 PAPI and REILs, \$158.00
8. Bolton & Menk, Fuel System Repair, \$1,406.50
9. Feld Fire, SCBAs, \$220,900.00
10. FOX Strand, 2021 Water Main Improvements Final Design, \$6,554.50
11. Garden & Associates, General Engineering, \$711.28
12. Garden & Associates, Buchanan Street Paving Project, \$1,559.00
13. Greiner Buildings, Marion Avenue Church Gym Sidewalk Reimbursement, \$1,515.00
14. Traffic and Transportation Products, Ltd., Video Detection Upgrade, \$21,364.00
15. Veenstra & Kimm Inc., 2023 Seal Coat Project, \$389.00
16. Veenstra & Kimm Inc., Murphy Boundary Retracement, \$4,214.19
17. Veenstra & Kimm Inc., 12<sup>th</sup> Ave. and Washington St. Intersection Improvements, \$12,333.39
18. Veenstra & Kimm Inc., Dog Park Storm Sewer, \$703.36
19. YMCA of Washington County, Second Half of the 2022-2023 Recreational Services Fee, \$20,000
20. Café Dodici, 122 S. Iowa Ave., Sidewalk Café License Application (**renewal**)
21. Casey's General Store #3528, 1730 E. Washington St., Class E Retail Alcohol License (Automatic Renewal) (**renewal**)
22. Casey's General Store #1624, 1002 W. Madison St., Class E Retail Alcohol License (Automatic Renewal) (**renewal**)
23. Hy-Vee Fast & Fresh Express, 520 Highway 1, Class B Retail Alcohol License (Automatic Renewal) (**renewal**)
24. The Tippy Travelers LLC, 121 West Washington Street, Special Class C Retail Alcohol License Five-Day (June 13-17)
25. Dollar General #21535, 225 West Madison St., LLC, Over-the-Counter, Cigarettes/Tobacco (**renewal**)
26. Washington County Jail, 2185 Lexington Boulevard, Alternative Nicotine Products, Over-the-Counter (**renewal**)
27. Urban Chicken Permit, 812 West 2<sup>nd</sup> Street, Whitney Grey (**new**)
28. Department Reports

29. FEH Design, Washington Public Library Makerspace, \$9,725.63

Motion by Stigers, seconded by Glinsmann, to approve consent items 1-13, 15-18, 20-29. Motion carried.

Stigers asked that item 19 be considered separately. YMCA of Washington County CEO Amy Schulte, via Zoom, answered questions about the management agreement. Motion by Glinsmann, seconded by Rangel, to approve item 19. Motion carried with a vote of 4-1, with Stigers voting nay.

Glinsmann asked that item 14 be considered separately. City Administrator Deanna McCusker answered questions about the intersection upgrade. Motion by Glinsmann, seconded by Stigers, to approve item 14. Motion carried.

Motion by Moore, seconded by Glinsmann, to affirm mayoral appointment of Regina Schantz to the Washington Library Board. Motion carried.

Presentation from the public: YMCA of Washington County CEO Amy Schulte wanted the record to show that she is concerned about the management agreement with the city and wants to get to a better place moving forward. McCusker stated the agreement can be reviewed but it is not up at this time.

Finance Director Kelsey Brown presented the June 6, 2023 claims. Motion by Stigers, seconded by Rangel, to approve claims for June 6, 2023. Motion carried.

Motion by Stigers, seconded by Moore, to approve the Wastewater Treatment Plant Vehicle Purchase of a 2022 RAM 1500 Classic for \$42,900. Motion carried.

Motion by Glinsmann, seconded by Moore, to approve a Resolution Endorsing an Application for T-Mobile Hometown Grant Program for Central Park Improvements. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, and Stigers. Nays: none. Motion carried. **(Resolution 2023-048)**

Motion by Moore, seconded by Glinsmann, to approve a Resolution Approving a License Agreement for Placement of a Welcome Sign. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, and Stigers. Nays: none. Motion carried. **(Resolution 2023-049)**

Motion by Moore, seconded by Stigers, to table a Resolution Amending the Employee Handbook for the City of Washington, Iowa. Roll call on the motion: Ayes: Earnest, Glinsmann, Moore, Rangel, and Stigers. Nays: none. Motion carried.

Motion by Glinsmann, seconded by Stigers, to approve Pay Application No. 2 for 2022 Washington Water Main Improvements to Cornerstone Excavating, Inc. \$220,790.45. Motion carried.

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

Motion by Moore, seconded by Glinsmann, to approve reserving up to four parking spaces on

the western side of Central Park near the bandstand for Thursday Night Live performers.  
Motion carried.

Motion by Moore, seconded by Rangel, to approve the quote from DeLong Construction, Inc. for the South Avenue E Retaining Wall Landscape work for \$8,435.00.

No action was taken on the Resolution Approving the Quote for the Alley Project (200 Block of Marion Avenue to S. Avenue B), and it remains tabled.

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

Department reports were presented.

Motion by Stigers, seconded by Moore, that the Regular Session held at 6:00 p.m., Tuesday, June 6, 2023, is adjourned at 6:31 p.m. Motion passed unanimously.

Sally Y. Hart, City Clerk



**BOLTON  
& MENK**

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1960 Premier Drive | Mankato, MN 56001-5900  
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To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Washington  
Washington Airport Commission  
Kevin Erpelding, Chairman  
215 East Washington  
Washington, IA 52353

May 31, 2023  
Project No: OT5.125319  
Invoice No: 0313614  
Client Account: WASHINGT\_CI\_IA

**Washington Airport/Fuel System Repair**

Refurbish and Link 2 Existing 10K Gallon Tanks

Design and Construction (001)

**Fee**

Total Fee	48,500.00		
Percent Complete	92.40	Total Earned	44,814.00
		Previous Fee Billing	44,086.50
		Current Fee Billing	727.50
		<b>Total Fee</b>	<b>727.50</b>
		<b>Total this Task</b>	<b>\$727.50</b>
		<b>Total this Invoice</b>	<b>\$727.50</b>

Bolton & Menk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.





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City of Washington  
 Washington Airport Commission  
 Kevin Erpelding, Chairman  
 215 East Washington  
 Washington, IA 52353

May 31, 2023  
 Project No: 0T5.126255  
 Invoice No: 0313618  
 Client Account: WASHINGT\_CI\_IA

**Washington/Runway 18/36 Lighting**

Construction (002)  
 Professional Services

	Hours	Amount	
Design Engineer	2.50	320.00	
Project Manager	2.50	470.00	
Totals	5.00	790.00	
<b>Total Labor</b>			<b>790.00</b>
		<b>Total this Task</b>	<b>\$790.00</b>
		<b>Total this Invoice</b>	<b>\$790.00</b>

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City of Washington  
Washington Airport Commission  
Kevin Erpelding, Chairman  
215 East Washington  
Washington, IA 52353

May 31, 2023  
Project No: 0T5.126418  
Invoice No: 0313620  
Client Account: WASHINGT\_CI\_IA

**Washington/Runway 18/36 PAPI and REILs**

Construction (002)

**Professional Services**

	Hours	Amount	
Design Engineer	2.50	320.00	
Project Manager	1.00	188.00	
Totals	3.50	508.00	
<b>Total Labor</b>			<b>508.00</b>
			<b>Total this Task \$508.00</b>
			<b>Total this Invoice \$508.00</b>

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

**Invoice**

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

June 12, 2023  
 Project No: 7046.025  
 Invoice No: 0197724

**Professional Services: Beginning of Project through May 31, 2023**

Project 7046.025 Bazooka Farmstar - Consultation

**Total Labor 841.23**

**Total this Invoice \$841.23**

**Contract Amount 10,000.00**

**Total Billings to Date 841.23**

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

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



# PROJECT STATUS REPORT

*Biosolids Land Application Plan*

Aspen Business Park | 414 South 17<sup>th</sup> Street, Suite 107 | Ames, Iowa 50010

DATE: June 6, 2023

TO: Deanna McCusker  
City Administrator  
City of Washington  
215 East Washington St.  
Washington, IA 52353

RE: Wastewater Consultation - Bazooka Farmstar  
FOX Strand PN: 7046.025

DELIVERY: USPS

ITEMS: May Invoice

COMMENTS:

The attached invoice includes work completed related to Bazooka Farmstar industrial treatment agreement as follows:

**Bazooka Farmstar Industrial Treatment Agreement**

1. Correspondence with City Staff.
2. Correspondence with IDNR.
3. Reviewed existing information.
4. Conducted background research.

If you have questions or concerns, please contact me.

Thank You,

Steven J. Troyer, P.E., BCEE  
Project Manager

515.233.0000 | 7046.025 FOX response re: WWA Permit, 2023-04-10, Strand Report 2046-24, Washington, IA



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

**Invoice**

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

June 12, 2023  
 Project No: 7046.011  
 Invoice No: 0198340

**Professional Services: May 1, 2023 through May 31, 2023**

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

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Project	7046.012	2021 Washington Water Main Improvements - CDBG Grant Additional Services		
			<b>Total this Project</b>	<b>0.00</b>

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Project	7046.013	2021 Washington Water Main Improvements- Permitting		
			<b>Total this Project</b>	<b>0.00</b>

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

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

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

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Project	7046.015	2021 Washington Water Main Improvements - Easements		
			<b>Total this Project</b>	<b>0.00</b>

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

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

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Project	7046.018	2021 Washington Water Main Improvements - Construction Administration		
<b>Fee</b>				
Total Fee		69,200.00		
Percent Complete		28.00	Total Earned	19,376.00
			Previous Fee Billing	13,840.00
			Current Fee Billing	5,536.00
			<b>Total Fee</b>	<b>5,536.00</b>
			<b>Total this Project</b>	<b>\$5,536.00</b>

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

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

Project	7046.011	Washington Water Main - Final Design	Invoice	0198340
<b>Total Fee</b>				<b>0.00</b>
			<b>Total this Project</b>	<b>0.00</b>

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Project	7046.020	2021 Washington Water Main Improvements - Construction Staking		
		<b>Total Labor</b>		<b>1,372.00</b>
		<b>Total Expenses</b>		<b>275.20</b>
			<b>Total this Project</b>	<b>\$1,647.20</b>

**Outstanding Invoices**

Number	Date	Balance		
0197271	5/11/2023	3,786.50		
<b>Total</b>		<b>3,786.50</b>		
			<b>Total this Invoice</b>	<b>\$7,183.20</b>



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

**Invoice**

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

June 13, 2023  
Project No: 7046.026  
Invoice No: 0198571

**Professional Services: Beginning of Project through May 31, 2023**

Project 7046.026 East Interceptor & IRE Consultation

**Total Labor 2,101.75**

**Total this Invoice \$2,101.75**



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

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

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June 15, 2023

Sally Y. Hart, City Clerk  
City of Washington, Iowa  
215 E. Washington Street  
Washington, Iowa 52353

**INVOICE**

For legal services rendered to the City of Washington, Iowa in April and May, 2023

TOTAL HOURS	22.5 hours (reg)
TOTAL MILES	330 miles
Hourly Rate	\$90/hour- Reg \$75/hour - Court
Mileage Rate	\$0.56 per mile
TOTAL INVOICE FOR APRIL AND MAY, 2023	\$2,209.80

**Contractor's Application for Payment**

<b>Owner:</b> <u>Washington Airport Commission</u>	<b>Owner's Project No.:</b> <u>3-19-0093-015-2022</u>
<b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u>	<b>Engineer's Project No.:</b> <u>OT5. 126255</u>
<b>Contractor:</b> <u>Kimrey Electric</u>	<b>Other Project No.:</b> <u>3-19-0093-016-2022</u>
<b>Project:</b> <u>Runway 18/36 Lighting, PAPIs, and REILs</u>	
<b>Contract:</b> <u>Electrical</u>	
<b>Application No.:</b> <u>4</u>	<b>Application Date:</b> <u>5/18/2023</u>
<b>Application Period:</b> From <u>10/15/2022</u> to <u>5/13/2023</u>	


1. Original Contract Price	\$	338,972.00
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	338,972.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	338,648.50
5. Retainage		
a. <u>2.3%</u> X <u>\$ 338,648.50</u> Work Completed	\$	7,788.92
b. <u>5%</u> X <u>\$ -</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	7,788.92
6. Amount eligible to date (Line 4 - Line 5.c)	\$	330,859.58
7. Less previous payments (Line 6 from prior application)	\$	285,592.32
8. Amount due this application	\$	45,267.26

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

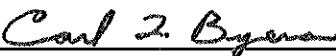
- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** Kimrey Electric

**Signature:**  **Date:** 5/17/2023  
**Name:** Dean Kimrey **Title:** Owner

**Recommended by Engineer**

**Approved by Owner**

**By:**   
**Name:** Carl L. Byers, P.E.  
**Title:** Aviation Project Manager  
**Date:** 5/17/2023

**By:** \_\_\_\_\_  
**Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**Progress Estimate - Unit Price Work**

Owner: Washington Airport Commission  
 Engineer: Bolton & Menk, Inc.  
 Contractor: Kinreay Electric  
 Project: Runway 18/36 Lighting, PAPIs, and REILS  
 Contract: Electrical

**Contractor's Application for Payment**

Owner's Project No.: 3-19-0093-015-2022  
 Engineer's Project No.: 015.124745  
 Other Project No.: 3-19-0093-016-2022

Application No.:		4		Application Period:		From 10/15/22 to 05/02/23		Application Date:		05/02/23			
Bid Item No.	Description	Contract Information		Contract Information		Contract Information		Contract Information		Contract Information			
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E)	Quantity Previous Estimate	Value Previous Estimate	Quantity Incorporated in the Work	Value Completed Comp. To-Date (E X G)	Materials Currently Stored (not in G)	Work Completed and Materials Stored to Date (H + I)	% of Items (J)	Balance to Finish (F - J)
1	MOBILIZATION	1.00	LS	6,000.00	6,000.00	0.50	3,000.00	1.00	6,000.00	6,000.00	100%	-	
2	TRAFFIC CONTROL	1.00	LS	5,000.00	5,000.00	0.50	2,500.00	1.00	5,000.00	5,000.00	100%	-	
3	CONSTRUCTION SURVEY	1.00	LS	1,500.00	1,500.00	0.50	750.00	1.00	1,500.00	1,500.00	100%	-	
4	TRENCHING	12,000.00	LF	1.20	14,400.00	5,000.00	6,000.00	11,315.00	13,578.00	13,578.00	99%	822.00	
5	NO. 8 AWG, SKV, L-824, TYPE C CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT	12,260.00	LF	1.30	15,938.00	5,000.00	6,500.00	10,890.00	14,157.00	14,157.00	89%	1,781.00	
6	NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING CONNECTIONS/TERMINATIONS AND GROUND RODS	11,590.00	LF	1.60	18,544.00	-	-	10,905.00	17,448.00	17,448.00	94%	1,096.00	
7	ELECTRICAL DUCT (2) 2" PVC/HDPE, BORED IN PLACE	95.00	LF	14.00	1,330.00	-	-	205.00	2,870.00	2,870.00	216%	(1,540.00)	
8	NON-ENCASED ELECTRICAL CONDUIT, 2" PVC/HDPE, IN TRENCH	12,000.00	LF	1.70	20,400.00	5,000.00	8,500.00	11,315.00	19,235.50	19,235.50	94%	1,164.50	
9	ELECTRICAL HANDHOLE, L-867, SIZE B	12.00	EA	600.00	7,200.00	5.00	3,000.00	8.00	4,800.00	4,800.00	67%	2,400.00	
10	L-861 LED RUNWAY EDGE LIGHT, BASE MOUNTED (MIRL)	40.00	EA	900.00	36,000.00	32.00	28,800.00	40.00	36,000.00	36,000.00	100%	-	
11	L-865 LED RUNWAY THRESHOLD LIGHT, BASE MOUNTED (MIRL)	16.00	EA	950.00	15,200.00	12.00	11,400.00	16.00	15,200.00	15,200.00	100%	-	
12	L-868R GUIDANCE SIGN, 3 MODULE, FURNISH & INSTALL	1.00	EA	4,000.00	4,000.00	1.00	4,000.00	1.00	4,000.00	4,000.00	100%	-	
13	REMOVE RUNWAY EDGE/THRESHOLD LIGHT	40.00	EA	200.00	8,000.00	40.00	8,000.00	40.00	8,000.00	8,000.00	100%	-	
14	SPARE PARTS, AS LISTED	1.00	LS	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00	2,000.00	100%	-	
A1	MOBILIZATION	1.00	LS	2,000.00	2,000.00	0.50	1,000.00	1.00	2,000.00	2,000.00	100%	-	
A2	TRAFFIC CONTROL	1.00	LS	500.00	500.00	0.50	250.00	1.00	500.00	500.00	100%	-	
A3	CONSTRUCTION SURVEY	1.00	LS	500.00	500.00	0.50	250.00	1.00	500.00	500.00	100%	-	
A4	TRENCHING	2,100.00	LF	1.20	2,520.00	2,100.00	2,520.00	2,100.00	2,520.00	2,520.00	100%	-	
A5	NO. 8 AWG, SKV, L-824, TYPE C CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT	2,500.00	LF	1.30	3,250.00	-	-	2,500.00	3,250.00	3,250.00	100%	-	
A6	NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING CONNECTIONS/TERMINATIONS AND GROUND RODS	2,100.00	LF	1.60	3,360.00	-	-	2,100.00	3,360.00	3,360.00	100%	-	
A7	NON-ENCASED ELECTRICAL CONDUIT, 2" PVC/HDPE, IN TRENCH	2,100.00	LF	1.70	3,570.00	-	-	2,100.00	3,570.00	3,570.00	100%	-	
A8	ELECTRICAL HANDHOLE, L-867, SIZE B	2.00	EA	600.00	1,200.00	-	-	2.00	1,200.00	1,200.00	100%	-	
A9	L-861 LED TAXIWAY EDGE LIGHT (MIRL), BASE MOUNTED	32.00	EA	800.00	25,600.00	23.00	18,400.00	38.00	30,400.00	30,400.00	119%	(4,800.00)	
A10	REMOVE TAXIWAY EDGE LIGHT	28.00	EA	200.00	5,600.00	26.00	5,200.00	28.00	5,600.00	5,600.00	100%	-	
				DIVISION 1 TOTALS		108,550.00		202,288.50		202,288.50		523.50	
1	MOBILIZATION	1.00	LS	2,000.00	2,000.00	0.25	500.00	1.00	2,000.00	2,000.00	100%	-	
2	TRAFFIC CONTROL	1.00	LS	500.00	500.00	0.25	125.00	1.00	500.00	500.00	100%	-	
3	CONSTRUCTION SURVEY	1.00	LS	500.00	500.00	0.25	125.00	1.00	500.00	500.00	100%	-	
4	TRENCHING	3,600.00	LF	1.20	4,320.00	-	-	3,600.00	4,320.00	4,320.00	100%	-	
5	NO. 8 AWG, SKV, L-824, TYPE C CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT	300.00	LF	1.30	390.00	-	-	300.00	390.00	390.00	100%	-	
6	NO. 6 AWG, SOLID, BARE COUNTERPOISE WIRE, INSTALLED IN TRENCH, INCLUDING CONNECTIONS/TERMINATIONS AND GROUND RODS	300.00	LF	1.60	480.00	-	-	300.00	480.00	480.00	100%	-	
7	NO. 4 AWG, 600V, L-824, CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT	11,600.00	LF	2.20	25,520.00	-	-	11,600.00	25,520.00	25,520.00	100%	-	
8	NO. 4 AWG, 600V, L-824 GROUND CABLE, INSTALLED IN TRENCH, DUCT BANK OR CONDUIT	5,800.00	LF	2.20	12,760.00	-	-	5,800.00	12,760.00	12,760.00	100%	-	
9	ELECTRICAL DUCT BANK, WITH (2) 2" CONDUITS, BORED IN PLACE	95.00	LF	14.00	1,330.00	-	-	95.00	1,330.00	1,330.00	100%	-	
10	NON-ENCASED ELECTRICAL CONDUIT, 2" PVC/HDPE, IN TRENCH	4,800.00	LF	1.70	8,160.00	-	-	4,800.00	8,160.00	8,160.00	100%	-	
11	ELECTRICAL HANDHOLE, L-867, SIZE B	8.00	EA	600.00	4,800.00	-	-	8.00	4,800.00	4,800.00	113%	(600.00)	
12	L-861 PAPI SYSTEM, COMPLETE, IN PLACE	2.00	EA	19,000.00	38,000.00	-	-	2.00	38,000.00	38,000.00	100%	-	
13	L-861 REIL SYSTEM, COMPLETE, IN PLACE	2.00	EA	14,000.00	28,000.00	-	-	2.00	28,000.00	28,000.00	100%	-	
14	REMOVE PAPI SYSTEM	2.00	EA	3,000.00	6,000.00	-	-	2.00	6,000.00	6,000.00	100%	-	
15	REMOVE REIL SYSTEM	2.00	EA	1,500.00	3,000.00	-	-	2.00	3,000.00	3,000.00	100%	-	
				DIVISION 2 TOTALS		135,760.00		135,760.00		135,760.00		(600.00)	
				Original Contract		338,972.00		338,972.00		338,972.00		329.50	

**Progress Estimate - Unit Price Work**

Owner: Washington Airport Commission  
 Engineer: Bolton & Menk, Inc.  
 Contractor: Kimrey Electric  
 Project: Runway 18/36 Lighting, PAPIs, and REILS  
 Contract: Electrical

**Contractor's Application for Payment**

Owner's Project No.: 3-19-0093-015-2022  
 Engineer's Project No.: 075-126235  
 Other Project No.: 3-19-0093-016-2022

Application No.: 4		Application Period: From 10/15/22 to 05/02/23		Application Dates: 05/02/23									
A. Bid Item No.	B. Description	C. Contract Information		D. Contract Information		E. Unit Price (\$)	F. Value of Bid Item (C X E) (\$)	G. Estimated Quantity Incorporated in the Work	H. Value of Work Comp. To-Date (E X G) (\$)	I. Materials Currently Stored (not in G) (\$)	J. Work Completed and Materials Stored to Date (H+I) (\$)	K. % of Value of Item (J/F) (%)	L. Balance to Finish (F - J) (\$)
		C. Item Quantity Units		D. Previous Estimate Quantity Previous Estimate									
Change Orders													
Change Order Totals \$													
Original Contract and Change Orders													
Project Totals \$ 338,972.00													
\$ 338,648.50 \$ 338,648.50 100% \$ 325.50													

# RACOM CORPORATION

201 WEST STATE ST  
MARSHALLTOWN IA 50158

(641) 752-5820 Ext. 0000

INVOICE \*

Number	23ORD0256
Date	6/5/2023
Page	1

ACKNOWLEDGEMENT

**Bill To:**

WASHINGTON FIRE DEPARTMENT  
215 E WASHINGTON STREET  
WASHINGTON IA 52353

**Ship To:**

WASHINGTON FIRE DEPARTMENT  
215 E WASHINGTON STREET  
WASHINGTON IA 52353

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
		2423	ZAPUTILS	BEST WAY	Net 30	6/5/2023	326,164
Ordered	Shipped	B/O	Item Number	Description	Discount	Unit Price	Ext. Price
1	0	1	MAMW-SDMXX	MOBILE, XG-75/M7300, 764-870 MHz, HALF D	\$0.00	\$3,917.09	\$3,917.09
1	0	1	AN-125001-001	ANTENNA BASE, STANDARD ROOF MOUNT	\$0.00	\$0.00	\$0.00
1	0	1	AN-225001-001	ANTENNA, 700/800, 3dB	\$0.00	\$0.00	\$0.00
1	0	1	MAMW-PKGPT	FEATURE, P25 TRUNKING	\$0.00	\$0.00	\$0.00
1	0	1	MW-PL4F	FEATURE, P25 PHASE 2, TDMA	\$0.00	\$0.00	\$0.00
1	0	1	MAMW-NPL5L	FEATURE, OVER THE AIR REKEYING	\$0.00	\$0.00	\$0.00
1	0	1	MAMW-PKG8F	FEATURE, 256-AES, 64-DES ECP ENCRYPTIO	\$0.00	\$0.00	\$0.00
1	0	1	MAMW-NPL5K	FEATURE, PROFILE, OVER THE AIR PROGRA	\$0.00	\$0.00	\$0.00
1	0	1	MAMW-NZN9G	INSTALL KIT, HHC-731	\$0.00	\$0.00	\$0.00
1	1	0	A1	STANDARD PROGRAMMING	\$0.00	\$65.00	\$65.00
1	0	1	XS-PFS2M	PORTABLE, XL-185P 7/800MHZ, FULL KEY PA	\$0.00	\$1,841.25	\$1,841.25
1	0	1	XS-PL4L	FEATURE, SINGLE BAND 7/800	\$0.00	\$0.01	\$0.01
1	0	1	XS-NC8F	ANTENNA, 762-870MHZ 1/4 WAVE WHIP	\$0.00	\$30.00	\$30.00
1	0	1	XS-PKGPT	FEATURE, P25 TRUNKING	\$0.00	\$1,200.00	\$1,200.00
1	0	1	XS-PL4F	FEATURE, P25 PHASE 2 TDMA	\$0.00	\$187.50	\$187.50
1	1	0	RACOM BUNDLE		\$0.00	\$495.00	\$495.00
1	0	1	XS-PL5K	PROFILE, OTAP, OVER THE AIR PRIGRAMMI	\$0.00	\$0.00	\$0.00
1	0	1	XS-PL5L	OTAR, P25, OVER THE AIR REKEYING	\$0.00	\$0.00	\$0.00
1	0	1	XS-PKG8F	FEATURE, 256-AES, 64-DES ENCRYPTION	\$0.00	\$0.00	\$0.00
1	0	1	XS-PA3V	BATTERY, LI-ION 3100mAh, XL-185P	\$0.00	\$150.00	\$150.00
1	0	1	XS-AE2W	SPEAKER MIC, 500F, XL185P	\$0.00	\$399.00	\$399.00
1	1	0	A1	PROGRAMMING AND ACTIVATION	\$0.00	\$65.00	\$65.00

Subtotal	\$8,349.85
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Total	\$8,349.85

Deposit Received:

\$0.00



SRF Consulting Group, Inc.  
 3701 Wayzata Boulevard, Suite 100  
 Minneapolis, MN 55416-3791

P. 763.475.0010  
 F. 1.866.440.6364

# FINAL INVOICE

Invoice Date: May 31, 2023  
 Invoice No: 16122.00 - 7

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

Email: dmccusker@washingtioniowa.gov

Re: Washington, IA Quiet Zone Study

**Professional Services for period ending May 31, 2023**

**Professional Personnel**

	Hours	Rate	Amount	
Professional VIII				
Mielke, Andrew	2.50	260.00	650.00	
Professional III				
Androsky, Charles	6.70	142.99	958.03	
Support Specialist III				
Schweitzer, Angela	1.00	89.10	89.10	
<b>Totals</b>	<b>10.20</b>		<b>1,697.13</b>	<b>1,697.13</b>

<b>Budget Status</b>	<b>Budget</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	36,000.00	1,697.13	30,447.36	32,144.49
Remaining				3,855.51

**Total Amount Due this Invoice** **\$1,697.13**

Invoice No. TACMN0000307  
 Date 5/11/2023  
 Due Date 7/1/2023  
 Customer No. WAS1801  
 Page 1 of 1



Bill To  
 Washington IA Police Department  
 Accounts Payable  
 215 E Washington St.  
 Washington, IA 52353  
 United States

Ship To  
 Washington Police Department  
 215 E Washington St.  
 Washington, IA 52353  
 United States

Contract/Project Number	Purchase Order	Payment Terms	Currency
		Due Upon Receipt	HARRIS-US\$

Item No	Description	Quantity	Unit Price	Amount
NOTE	Annual TAC10 Maintenance Renewal	1.00	0.00	0.00
	CANCELLATION POLICY (revised Feb 2021): Cancellations and changes must be received 30 days PRIOR to the start of the maintenance term. Any notices received after will require a 3 month minimum term.			
	Email: AR@GlobalSoftwareCorp.com We appreciate your business!			
TAC-RMS	RMS (billed 55% Sheriff, 45% Police): July 2023 to June 2024	1.00	4,474.00	4,474.00
TAC-MOBILE	Mobile (billed 55% Sheriff, 45% Police): July 2023 to June 2024	1.00	2,215.00	2,215.00
TAC-RMS	Evidence (billed 55% Sheriff, 45% Police): July 2023 to June 2024	1.00	572.00	572.00
TAC-CAD	Admin (billed 55% Sheriff, 45% Police): July 2023 to June 2024	1.00	656.00	656.00
TAC-RMS-INT	Interfaces (billed 55% Sheriff, 45% Police): July 2023 to June 2024	1.00	402.00	402.00
TAC-MOBILE	2014 Mobile Add-on (billed 55% Sheriff, 45% Police): July 2023 to June 2024	1.00	23.00	23.00
TAC-MOBILE	Mobile Officer Daily Log Client (100% Police Dept): July 2023 to June 2024	1.00	301.00	301.00

001-0-1010- 6220 Initials JP  
 EXP. TAC10 Annual Maintenance  
 Vendor # \_\_\_\_\_ Date Rec. \_\_\_\_\_  
 Due Date \_\_\_\_\_ Inv # \_\_\_\_\_

Subtotal	8,643.00
Misc	0.00
Taxes	0.00
Freight	0.00
Total	8,643.00

Remit To:  
 TAC10  
 PO BOX 74008484  
 Chicago, IL 60674-8484

Invoice Questions? Please call Thais Pereira at 1-613-519-8220 or at our toll-free number 1-888-847-7747; you can also email us at ar@globalsoftwarecorp.com

Tax Exempt? Please send your exemption certificate to the address above



Annual Software Support Includes: Unlimited telephone and email support (M-F, 8:00am to 5:00pm EST, excluding holidays), Internet Support, Remote Support & Product Updates.

**Thank you for your business!**



UMB Bank, N.A.  
 P O Box 414589  
 Kansas City, MO 64141-4589

Invoice 950218

Invoice Date: June 9, 2023  
 Account Number: 185408838  
 Administrator: Diana Van Vleet  
 Phone Number: (515) 368-6063  
 Email: Diana.VanVleet@umb.com

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

**Billing Period:** December 1, 2022 through May 31, 2023

Prior Balance:	\$250.00
Payments Received as of June 7, 2023	\$250.00
Adjustments	\$ 0.00
Outstanding Balance:	\$ 0.00

**Current Billing Period:**  
 Current Period Fees \$250.00  
 Total Fees Due \$250.00

Remittance Stub  
 Billing Period 12/01/2022 - 05/31/2023

Account Number: 185408838  
 Invoice Number: 950218  
 Remit Balance \$250.00

Payment Due Upon Receipt

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

- Check Enclosed \$ \_\_\_\_\_
- Charge Account \$ \_\_\_\_\_

**WIRE PAYMENT INSTRUCTIONS:**

Mail Payments To:  
 UMB Bank, N.A.  
 Attn: Trust Fees Department  
 P O Box 414589  
 Kansas City, MO 64141-4589

UMB Bank, N.A. Kansas City, Missouri  
 ABA No. 101 000 695  
 SWIFT BIC/Code UMKCUS44  
 BNF Account 98 0000 6823  
 BNF Name Trust  
 Reference 950218  
 Attention Fee Processing





UMB Bank, N.A.  
 P O Box 414589  
 Kansas City, MO 64141-4589

Invoice 950100

Invoice Date: June 9, 2023  
 Account Number: 185418837  
 Administrator: Diana Van Vleet  
 Phone Number: (515) 368-6063  
 Email: Diana.VanVleet@umb.com

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

**Billing Period:** December 1, 2022 through May 31, 2023

Prior Balance:	\$300.00
Payments Received as of June 7, 2023	\$300.00
Adjustments	\$ 0.00
Outstanding Balance:	\$ 0.00

<b>Current Billing Period:</b>	
Current Period Fees	\$300.00
<b>Total Fees Due</b>	<b>\$300.00</b>

Remittance Stub  
 Billing Period 12/01/2022 - 05/31/2023

Account Number: 185418837  
 Invoice Number: 950100  
 Remit Balance \$300.00

Payment Due Upon Receipt

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

Check Enclosed \$ \_\_\_\_\_  
 Charge Account \$ \_\_\_\_\_

**WIRE PAYMENT INSTRUCTIONS:**

Mail Payments To:  
 UMB Bank, N.A.  
 Attn: Trust Fees Department  
 P O Box 414589  
 Kansas City, MO 64141-4589

UMB Bank, N.A. Kansas City, Missouri  
 ABA No. 101 000 695  
 SWIFT BIC/Code UMKCUS44  
 BNF Account 98 0000 6823  
 BNF Name Trust  
 Reference 950100  
 Attention Fee Processing



UMB Bank, N.A.  
 P O Box 414589  
 Kansas City, MO 64141-4589

Invoice 950217

Invoice Date: June 9, 2023  
 Account Number: 185408820  
 Administrator: Diana Van Vleet  
 Phone Number: (515) 368-6063  
 Email: Diana.VanVleet@umb.com

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

**Billing Period:** December 1, 2022 through May 31, 2023

Prior Balance:	\$250.00
Payments Received as of June 7, 2023	\$250.00
Adjustments	\$ 0.00
Outstanding Balance:	\$ 0.00

<b>Current Billing Period:</b>	
Current Period Fees	\$250.00
<b>Total Fees Due</b>	<b>\$250.00</b>

Remittance Stub  
 Billing Period 12/01/2022 - 05/31/2023

Account Number: 185408820  
 Invoice Number: 950217  
 Remit Balance \$250.00

Payment Due Upon Receipt

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

- Check Enclosed \$ \_\_\_\_\_
- Charge Account \$ \_\_\_\_\_

**WIRE PAYMENT INSTRUCTIONS:**

UMB Bank, N.A. Kansas City, Missouri  
 ABA No. 101 000 695  
 SWIFT BIC/Code UMKCUS44  
 BNF Account 98 0000 6823  
 BNF Name Trust  
 Reference 950217  
 Attention Fee Processing

Mail Payments To:  
 UMB Bank, N.A.  
 Attn: Trust Fees Department  
 P O Box 414589  
 Kansas City, MO 64141-4589



UMB Bank, N.A.  
P O Box 414589  
Kansas City, MO 64141-4589

Invoice 950200

Invoice Date: June 9, 2023  
Account Number: 185406592  
Administrator: Diana Van Vleet  
Phone Number: (515) 368-6063  
Email: Diana.VanVleet@umb.com

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON, IA 52353

**Billing Period:** December 1, 2022 through May 31, 2023

Prior Balance:	\$250.00
Payments Received as of June 7, 2023	\$250.00
Adjustments	\$ 0.00
Outstanding Balance:	\$ 0.00

<b>Current Billing Period:</b>	
Current Period Fees	\$250.00
<b>Total Fees Due</b>	<b>\$250.00</b>

Remittance Stub  
Billing Period 12/01/2022 - 05/31/2023

Account Number: 185406592  
Invoice Number: 950200  
Remit Balance \$250.00

Payment Due Upon Receipt

CITY OF WASHINGTON  
ATTN: CITY CLERK  
215 E WASHINGTON ST  
PO BOX 516  
WASHINGTON, IA 52353

- Check Enclosed \$ \_\_\_\_\_  
 Charge Account \$ \_\_\_\_\_

**WIRE PAYMENT INSTRUCTIONS:**

UMB Bank, N.A. Kansas City, Missouri  
ABA No. 101 000 695  
SWIFT BIC/Code UMKCUS44  
BNF Account 98 0000 6823  
BNF Name Trust  
Reference 950200  
Attention Fee Processing

Mail Payments To:  
UMB Bank, N.A.  
Attn: Trust Fees Department  
P O Box 414589  
Kansas City, MO 64141-4589



UMB Bank, N.A.  
 P O Box 414589  
 Kansas City, MO 64141-4589

Invoice 950283

Invoice Date: June 9, 2023  
 Account Number: 185417201  
 Administrator: Diana Van Vleet  
 Phone Number: (515) 368-6063  
 Email: Diana.VanVleet@umb.com

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

**Billing Period:** December 1, 2022 through May 31, 2023

Prior Balance:	\$300.00
Payments Received as of June 7, 2023	\$300.00
Adjustments	\$ 0.00
Outstanding Balance:	\$ 0.00

<b>Current Billing Period:</b>	
Current Period Fees	\$300.00
<b>Total Fees Due</b>	<b>\$300.00</b>

Remittance Stub  
 Billing Period 12/01/2022 - 05/31/2023

Account Number: 185417201  
 Invoice Number: 950283  
 Remit Balance \$300.00

Payment Due Upon Receipt

CITY OF WASHINGTON  
 ATTN: CITY CLERK  
 215 E WASHINGTON ST  
 PO BOX 516  
 WASHINGTON, IA 52353

- Check Enclosed \$ \_\_\_\_\_
- Charge Account \$ \_\_\_\_\_

**WIRE PAYMENT INSTRUCTIONS:**

UMB Bank, N.A. Kansas City, Missouri  
 ABA No. 101 000 695  
 SWIFT BIC/Code UMKCUS44  
 BNF Account 98 0000 6823  
 BNF Name Trust  
 Reference 950283  
 Attention Fee Processing

Mail Payments To:  
 UMB Bank, N.A.  
 Attn: Trust Fees Department  
 P O Box 414589  
 Kansas City, MO 64141-4589

Brent Hinson, City Administrator  
Jaron P. Rosien, Mayor  
Sally Y. Hart, City Clerk  
Kevin Olson, City Attorney



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

## **Urban Chicken Permit Application**

*\*\*Failure to complete all sections of the application and provide supporting documentation may result in a return or denial of your application. \*\**

### **1. Applicant Information**

Name Mark Chenoweth and Steacy Chenoweth  
Property Address 609 E. Main  
Daytime Phone # 319-461-6713 Evening Phone # 319-591-6038 Mark  
Steacy  
Number of chickens &/or poultry to be kept 4  
*(No roosters are allowed, Maximum number is 4)*

### **2. Application Checklist**

#### **Resident's Submittal**

#### **Staff Review**

- Landlord sign-off (if applicant is a tenant)
- Description of chicken coop and pen including materials used & cubic feet
- Diagram of the property including dimensions, location of coop and pen, and identification of adjacent properties by street address
- Sign-off of all adjacent property owners (please use form attached as Exhibit A)

n/a  
X 7.1 <sup>ft<sup>3</sup></sup>  
wire and

X

X

Brent Hinson, City Administrator  
 Jaron P. Rosien Mayor  
 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

**NEIGHBOR SIGN-OFF FOR URBAN CHICKEN PERMIT  
 EXHIBIT A TO PERMIT APPLICATION**

Any person wanting to keep chickens must first receive written approval from all property owners adjacent to the property for which the permit is requested. Adjacent means all parcels of property that share a property line with the applicant's property, including those that only meet at a single property corner.

Applicant Name: Mark + Stacey Chenoweth  
 Site Address: 609 East Main St. Washington, IA 52353

The above applicant wishes to keep chickens in a coop at the property listed. I/We, being the adjacent property owner(s), have been provided a diagram of the planned coop and pen in relation to the applicant's property lines, and do not object to the above-named person keeping chickens as may be approved by the Washington City Council.

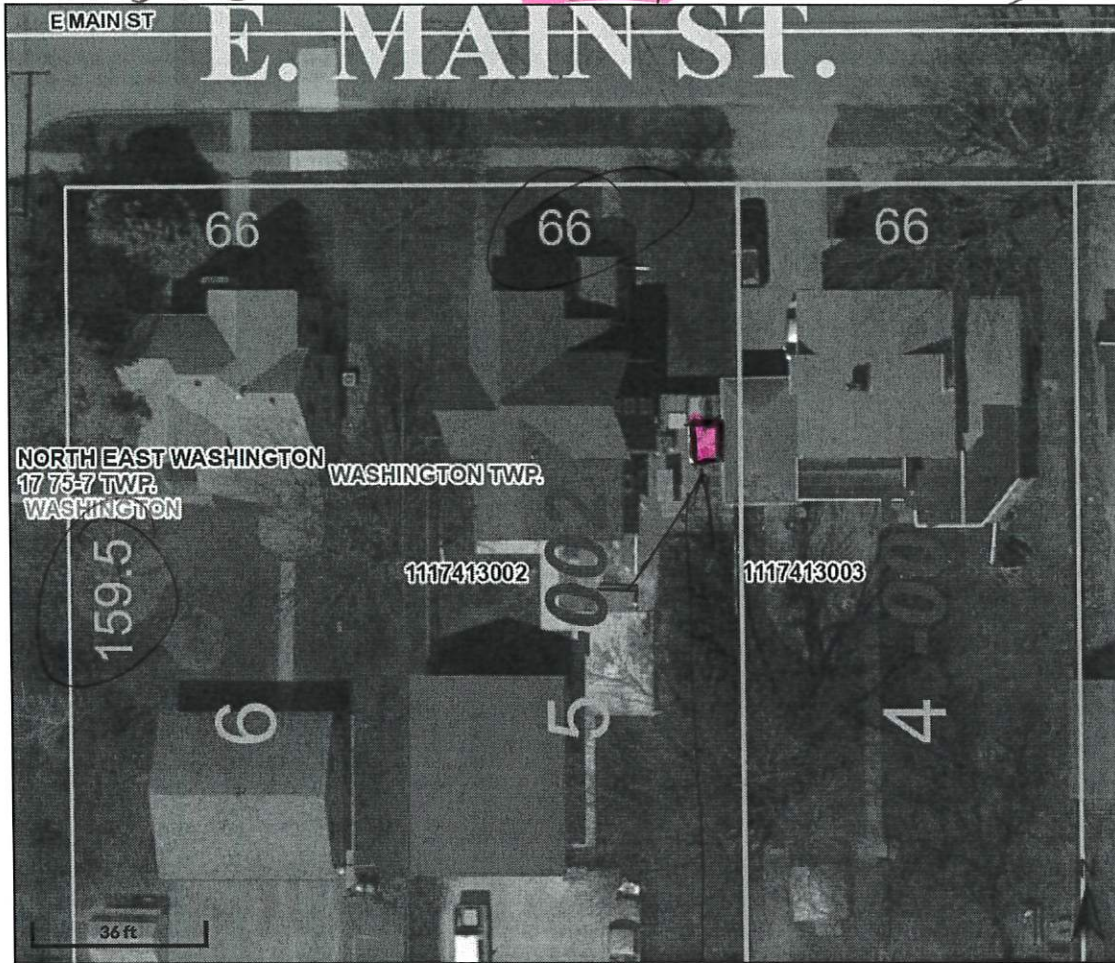
Name(s) & Address	Phone	Signature(s) & Date
Jan Wagenknecht 603 E. Main St.	319-461-5770	
Dennis Beard 615 E. Main St.	319-512-4453	

(For additional adjacent property owners, please attach additional sheets)

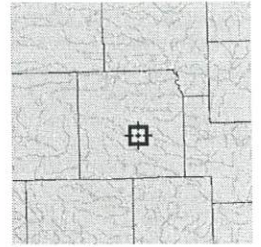
603

609

615



**Overview**



**Legend**

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

Rick & Jan  
Wagenknecht

Mark & Stacey  
Chenoweth

Dennis Beard &  
Teresa Mackey

COOP 8' x 8'  
Wood and wire fence/top

Parcel ID 1117413003  
Sec/Twp/Rng n/a  
Property Address 615 E MAIN ST  
WASHINGTON

Class R  
Acreage n/a

Owner Address BEARD, DENNIS J. & TERESA MACKAY  
615 E MAIN ST  
WASHINGTON, IA 52353

District WACWS  
Brief Tax Description 04 05 NE WASH  
(Note: Not to be used on legal documents)

Date created: 5/30/2023  
Last Data Uploaded: 5/30/2023 8:56:24 PM

**3. Statement of Understanding (Please initial by each item)**

MC 1) I am aware that owners of all adjacent properties (i.e., all properties that contact each other at any point) must give their written consent for any urban chicken permit application to be approved.

MC 2) I am aware that I must receive approval from the City prior to obtaining chickens.

MC 3) I will follow all City ordinances and state laws relating to the care and keeping of animals.

MC 4) I am aware that I am responsible for keeping chickens within the confines of my property at all times.

MC 5) I am aware that I may not make any dimensional changes to my chicken coop without first obtaining approval from the City of Washington.

MC 6) I grant the right for City staff to inspect my property at any time to investigate a complaint related to this permit.

MC 7) I acknowledge that I live in an owner-occupied single-family home, or if renting, have the written permission of my landlord (landlord must provide a signature below).

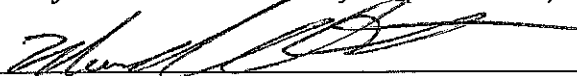
MC 8) I affirm that I have never been found guilty of any animal welfare, neglect or cruelty violations.

MC 9) I understand that the permit is a limited license for the activity, no vested zoning rights arise from this permit and that the permit does not run with the land.

MC 10) I understand the private restrictions on the use of the property shall remain enforceable and shall supersede the permit. I affirm that there are no private restrictions including, but not limited to, deed restrictions, condominium restrictions, neighborhood association bylaws, covenants, and restrictions and rental agreements. A permit issued to a property subject to private restrictions that prohibit keeping of chickens is void.

MC 11) I understand that the City Council's approval is good for two years, by which time the City may have developed different guidelines and I must reapply for my continued keeping of chickens.

*I affirm that all statements contained in the application and attachments are true and correct and that I the permit holder will keep the chickens in compliance with all related ordinances and as otherwise directed by the City Council. I understand that failure to comply with regulations may result in revocation of the permit and/or issuance of a municipal infraction.*

Signature  Date 6-5-23

**If applicant is a tenant, the landlord must sign below:**

As the owner/authorized manager of the property at \_\_\_\_\_  
(address), I give permission for my tenant \_\_\_\_\_ (applicant), to install a  
chicken coop and to keep chickens on the property, as may be approved by the City Council.

Landlord Signature \_\_\_\_\_ Date \_\_\_\_\_



THE CITY OF WASHINGTON

"Cleanest City in Iowa"



Jaron P. Rosien, Mayor  
Deanna McCusker, City Administrator  
Sally Y. Hart, City Clerk  
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: The Topsy Travelers

Business Address: 107 West 2<sup>nd</sup> Street

App # : App-182851

Type of License: New: Renewal: Special Five-Day: **X** Amendment:  
Permanent Premise Transfer:

Beer/Wine Permit:

Liquor License: **Class C Retail Alcohol License Five Day (July 11-15)**

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 20, 2023**

Police: DCI background check and/or local background check: Yes: No:  
Police Chief sign off [Signature] . Date 6-9-2023

Fire: fire inspection done: Yes: No:  
Fire Chief sign off \_\_\_\_\_ . Date \_\_\_\_\_

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Living Quarters:

Outdoor Service Area:

Catering Privilege:

Date of Council Meeting: **June 20, 2023**

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 6/9/23 .



## Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
THE TIPSY TRAVELER'S LLC	the tipsy travelers	(319) 201-0470		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
107 West 2nd Street		Washington	Washington	52353
MAILING ADDRESS	CITY	STATE	ZIP	
1919 Dogwood Avenue	Keota	Iowa	52248	

## Contact Person

NAME	PHONE	EMAIL
MEGAN LIBE	(319) 201-0470	tipsytravelrs@gmail.com

## License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Special Class C Retail Alcohol License	5 Day	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
July 11, 2023	July 15, 2023	

### SUB-PERMITS

Special Class C Retail Alcohol License

### PRIVILEGES



## Status of Business

BUSINESS TYPE

Limited Liability Company

## Ownership

### • Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Megan Libe	Keota	Iowa	52248	OWNER	100.00	Yes

## Insurance Company Information

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

July 11, 2023

POLICY EXPIRATION DATE

July 16, 2023

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  
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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: **Comes Investments, Inc. - Pizza Hut**

Business Address: **1018 West Madison Street**

App # : **App-182559**

Type of License:    New:            Renewal: **X**            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 20, 2023**

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

Police Chief sign off  . Date 6-15-2023

Fire: fire inspection done: Yes:            No:

Fire Chief sign off \_\_\_\_\_ . Date \_\_\_\_\_



## Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
COMES INVESTMENTS, INC.	PIZZA HUT	(515) 330-1173		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1018 West Madison Street		Washington	Washington	52353
MAILING ADDRESS	CITY	STATE	ZIP	
2045 Grand Avenue	West Des Moines	Iowa	50265	

## Contact Person

NAME	PHONE	EMAIL
JOE W COMES	(515) 205-7753	joe@comesinv.com

## License Information

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

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
June 15, 2023	June 14, 2024	

### SUB-PERMITS

Special Class C Retail Alcohol License

### PRIVILEGES



## Status of Business

BUSINESS TYPE

Corporation

## Ownership

### • Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
JOSEPH COMES	Clive	Iowa	50325	OWNER	100.00	Yes

## Insurance Company Information

INSURANCE COMPANY

IMT Insurance Co

POLICY EFFECTIVE DATE

June 15, 2023

POLICY EXPIRATION DATE

June 14, 2024

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

Instructions on the reverse side

For period (MM/DD/YYYY) 06 / 30 / 2023 through June 30, 24

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade name/Doing business as: CORNER STOP (DNP LLC)  
Physical location address: 100 E MADISON ST City: WASHINGTON ZIP: 52353  
Mailing address: 100 E MADISON ST City: WASHINGTON State: IA ZIP: 52353  
Business phone number: 319-653-6833

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP   
Name of sole proprietor, partnership, corporation, LLC, or LLP \_\_\_\_\_  
Mailing address: 815 E HARRISON ST City: WASHINGTON State: IA ZIP: 52353  
Phone number: 502.356-5226 Fax number: \_\_\_\_\_ Email: puru.p@j@gmail.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine   
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes  No   
Types of Products Sold: (Check all that apply)  
Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store   
Has vending machine that assembles cigarettes  Other  \_\_\_\_\_

If application is approved and permit 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.

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

Name (please print): PURUSHOTAM BARAL Name (please print): \_\_\_\_\_  
Signature: [Signature] Signature: \_\_\_\_\_  
Date: 05-30-23 Date: \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**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: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: \_\_\_\_\_
- New  Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division 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. 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



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



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

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City Administrator Report  
June 20, 2023

Project Updates:

**Country Club View Subdivision:** Punch list is being drafted but doesn't seem like much will be on it.

**East Adams:** Punch list being drafted.

**Water Main:** So we have decided to have the sidewalk that was already been done removed and redone. We have come up with a plan for the rest of the sidewalk between 12th & 13th and will discuss this in more detail with the affected property owners. Not sure when Jones Concrete will be back to start working on this area again. Boring machine arrived today to finish 14th – 15th water main. They are getting trained on it and will start next week.

**Buchanan Street:** Final punch list being reviewed to make sure everything is covered. Will probably close this out in July.

**3-Lane Conversion:** Leland is continuing to update things and then bring back to council in July.

Other updates: We have been receiving good feedback on lead service lines from the label that was placed on the utility bills and the information in the paper. This information will also be in our newsletter that will go out shortly. Met briefly with a person who is interested in Lot 9 in the SW Business Park. Had a meeting to discuss the 2<sup>nd</sup> phase of the wellness park. We will have a cost estimate for drafting a preliminary design and opinion of cost from engineers at the 2<sup>nd</sup> meeting in July. We also discussed lead service inventory and how to move forward with identifying the service line material from the main in. We have been told that maintenance switched to copper in 1976 so we just need to document that. And anything older than that we can look at subdivisions or blocks and check a couple to see what material it is.

Working on GIS on Beacon getting points of data added. Keith and Marshall working on that. The Washington Beacon site is live now. Go to Beacon and put in City of Washington. There is a traffic safety grant through the DOT that we can apply for to assist with this cost. We do need to get updated traffic counts at the intersection of S Iowa and W Madison & E Washington & 4<sup>th</sup>. I was told that volunteers at the UP Home may assist with this so I plan on reaching out to Erin to ask for assistance. We will be working on updating some things in Iworqs to assist with rental inspections and re-inspections. A digital billboard will be going near Scooters that can be used by the city to get information out to the public or to recognize a special city week, like EMS week, but also for businesses to advertise. There is no cost for the city to use.

Personnel: We held interviews for the Code Enforcement position and have hired Anna Duwa. We have also hired Dana Conklin as our new meter reader and he started this past week.

Next week's meetings include: housing grant video call, meeting to discuss a lot in the Business Park, Small City workshop via zoom, Supervisor's meeting, council one-on-ones, Housing Initiative, Police interviews, Main Street Accreditation meeting, Downtown Vacant building committee meeting, nuisance meeting, food truck ordinance review.

Reminder that beginning at **4pm on June 20th** we will have our park facility tour. Meet at City Hall and we will take a tour of the park facilities, including the park shop.

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  
Carrie Ornduff- Asst Chief of EMS

---

### May 2023 Activity Report

Structure fires- 3  
Vehicle Fires – 0  
Weather related- 2  
Mutual aid assists- 2  
Hazardous Incidents- 0  
Grass fires- 4  
Investigate/good intent- 3  
Rescue/accidents- 4  
Medical- 86

### May calls for service- 104

### January – May 2023 Calls for service

Fire/Rescue calls - 79  
Medical calls – 338  
Total calls – 417

EMS Continues to be busy with 86 calls for service in May. We had a report of 3 structure fires in May. One at 2345 295<sup>th</sup> St. This was a barn on fire that was a total loss. One at 322 North Avenue D. This was a small fire and is still under investigation. The last one was at 2207 Nutmeg Avenue. This was a small fire also. WAFD responded to 4 vehicle wrecks in May. We also responded to 2 mutual aid calls to other districts in May for structure fires.

May training was held on May 17<sup>th</sup>, and it focused on search & rescue, and vertical ventilation training. We had an abandoned house we utilized. We had a good turnout, and we utilized our aerial truck to assist in vertical ventilation.

I attended numerous staff meetings and fire meetings. I am continuing to update our standard operating guidelines. I continued to work on the specs for the new fire engine to be purchased in FY25. Full time staff continues to be busy responding to EMS & fire calls, fire inspections, rental inspections, and normal duties around the fire station.

We received a \$17,000 donation from the Brinton Trust for a new rescue boat. I will be making that purchase after July 1<sup>st</sup>. Thanks to them for this generous donation! Five members attended Stewart School to support their community leader day again in May. One of them wore our dog suit costume. The kids loved it. It is great to get out and support our school district and future generations.

We are here and ready to respond.

Brendan S. DeLong  
Fire Chief  
Washington Fire Department

# MAINTENANCE & CONSTRUCTION DEPT. REPORT

5-27-23/6-9-23

**STREETS:** Personnel worked in a couple areas prepping for Pelling to come and seal. The sweeper made its way around town. Personnel have continued line painting, and painted all the handi-cap locations. Crews cut up a fallen tree located at South Ave C-West Jefferson St, hauling 3 heavy loads away to the WWTP. Personnel trimmed numerous trees throughout the City clearing intersections and signage blockages.

**WATER DISTRIBUTION:** Personnel changed over a water service from lead to copper located at 533 South Marion Ave. Personnel adjusted 3 water boxes for Coleman to pour concrete.

**SEWER COLLECTION:** Personnel jetted a sewer line on North 3rd Ave as the property owner at North 3rd Ave & East 5th St were having issues, 290 ft, plus flushed 1,000 gallon in manhole upstream from issue.

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

**MECHANIC/SHOP:** Personnel serviced Hydro-seeder (painted), Dump trailer (installed new spring and pin on the tailgate), Sewer Jet, Vermeer chipper, PD 009, PD 306, Parks Dept truck, PD undercover (installed a new printer), City Hall Ram 2015 (recall), Backhoe, PD 307, operated street sweeper and assisted at the Cemetery (digging 3 holes).

**OTHER:** Personnel attended a hearing class through SASSO and each personnel conducted a hearing test. M/C's tank truck continued to water the new seeding on South Ave E and on West Buchanan St. Yard waste routes continued. Personnel responded to 71 One Call Locates. Personnel set up and tore down the fence and barricades for the annual Ridiculous Day event in the downtown area. Hauled one load of cold mix back to the bin.

\*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 Police Department

James Lester, Chief of Police  
215 East Washington Street  
Washington, Iowa 52353  
Phone: 319-653-2256 Dispatch: 319-653-2107

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## Activity Report May 2023

Rhonda Hill  
Administrative Assistant

Lyle Hansen  
Lieutenant

Shamus Altenhofen  
Lieutenant

Jason Chalupa  
Sergeant

Benjamin Altenhofen  
Sergeant

Brian VanWilligen  
Investigator

Eric Kephart  
K-9 Handler

Seth Adam  
Police Officer

Tanner Lavelly  
Police Officer

Mia Brdecka  
Police Officer

Colton Schneider  
Police Officer

May was a busy month for officers with 435 calls for service and 53 reportable offenses including six assaults and four burglaries to vehicles reported.

Our May staff meeting included an introduction from new Washington County Attorney Nathan Repp and in-service training on Officer Resiliency by Sgt. Altenhofen and a review of the MRI Safety Training for WCHC.

Officer Schneider started his 16-week ILEA certification on May 1<sup>st</sup>.

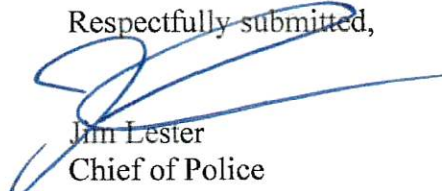
Investigator VanWilligen and Officer Brdecka assisted the Washington County Sheriff's Office with a special traffic enforcement project on May 26<sup>th</sup>.

Sgt. Altenhofen and Officer Brdecka joined Deputy Burke from the Sheriff's Office at the WCHC Kidz Fest.

Lt. Hansen and Officer Adam attended an event at Stewart Elementary and Officer Adam attended an Exterior Response to Active Shooter Events (ERASE) training hosted in Henry County.

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

Respectfully submitted,

  
Jim Lester  
Chief of Police

# Washington Police Department

215 East Washington Street  
 Washington, Iowa 52353  
 Phone: 319-653-2256 Dispatch: 319-653-2107

## 2023 Activity & Offense Report For the Month of: May

ACTIVITY	Previous Month	Current Month	Year – to – Date
<b>Calls For Service</b>	<b>437</b>	<b>435</b>	<b>1937</b>
Animal Calls	34	33	102
Traffic Citations / Warnings	12	21	117
Parking Tickets	1	2	21
Golf Cart Registrations	5	2	17
Vehicle Unlocks	32	32	131
Arrest Warrants Served	6	8	35
Search Warrants Served	1	3	6
Mental Health Crisis	17	16	78
Traffic Stops	51	39	254
Traffic Accidents	9	24	74
Arrests	16	20	128
<b>Reportable Offenses</b>	<b>46</b>	<b>53</b>	<b>244</b>
Assault	3	6	27
Burglary	1	3	11
Burglary to Motor Vehicle	3	4	13
Domestic Assault	1	0	7
No Contact Order Violation	1	2	9
Criminal Mischief/Vandalism	8	6	30
Drunkenness (Intoxication)	2	2	7
Driving Intoxicated (OWI)	1	2	9
Drug Offense	0	0	11
Drug Paraphernalia	0	0	3
Harassment/Intimidation	1	1	16
Sex Offense	0	1	5
Theft (Includes Shoplifting)	16	16	53
Trespass	1	1	4
Weapons Violation	1	0	3

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

**WWTP report  
June 20<sup>th</sup>, 2023  
Council meeting**

- **After hour alarm and dog call outs –**  
6-4-2023 Dog call to 411 W Jefferson @ 1:00a.m. Jason  
6-7-2023 Dog call to City Hall @ 9:30p.m. Dylan  
6-9-2023 Alarm at WWTP @ 5:30 p.m. Parker  
6-9-2023 Alarm at WWTP @ 11:00 p.m. Parker  
6-11-2023 Dog call to The Square @ 7:20p.m. Dylan
  
- **Dept Head meetings –**June 6<sup>th</sup>,13<sup>th</sup>,20<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 did get four more hydrogen sulfide monitors for a total of seven. We have the monitors spread through the sewer system from IRE to the WWTP. We get readings from the monitors once a week, share and go over the information with everyone.
  
- **Grit Auger-**The grit auger has an electrical issue we will have to have it looked at.
  
- **Ground Water Pumps-**We pulled our ground water pumps for an annual inspection and maintenance and found 3 needed replaced.
  
- **WWTP May 2023, Discharge Monitoring Report (DMR) –** Average daily flow 1.249 million gallons (mg), maximum daily flow 2.226 mg, minimum daily flow .946 mg. There were zero (0) violations of the WWTP’s NPDES discharge permit. Total precipitation for May = >2.06” (recorded at the WWTP).

<b>CBOD5 removal 85% required</b>	<b>result = 94.2 %</b>
Influent CBOD5 monthly total =	946 mg/L
Effluent CBOD5 monthly total =	54.94 mg/L

<b>TSS removal 85% required</b>	<b>result =98.1%</b>
Influent TSS monthly total =	1339 mg/L
Effluent TSS monthly total =	25 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  
6/16/2023 9:30 A.M.**

Here is a summary of the updates and activities from the Water Treatment Department for May, 2023.

**Water Plant Operations:** I submitted our April MOR to the DNR. We read water meters, books 3 & 7, our monthly extra meter list, all unread meters, and re-reads. We changed 16 water meters in May. We continue to work on changing dead meters. We collected our routine monthly bacteria samples and the results were absent. Our bulk chemicals were filled. We recorded our monthly well levels. We changed bag filters and cartridge filters on RO1. We had 5 shut offs this month and all but 1 are back on. We lost power a few different times in May from storms and power surges. Elaine used our explorer for out-of-town training. I sent all RO data from the last 5 years to Harn and Fox for analyzing. We have been praised for our RO data collection, apparently, it's rare for plants to keep such good data. We will have to do our first cleaning on the RO's in the next calendar year. Harn will come up and assist/train us on this when the time arrives. This was included in our contract, so there will be no charge. We have been taking calls, texts, emails, and on site inspections for lead service line inventory. Will passed his Grade I Water Distribution Exam!

**Well 5:** Well 5 has been installed. It is back up and running. It has the slightest drip every few seconds. If that does not seal itself up Peerless will have to address it. Jetco came down and made sure all the parameters and settings were dialed in on the VFD. We will be flushing the well when we are not operating and will collect 2 bacteria samples when we collect June bacteria samples.

**Street/Traffic Lights:** We had to set up stop signs 2 different times at intersections in May for power outages. We are upgrading our lights with a camera sensor system and battery back-up at Washington/2<sup>nd</sup> ave. We will be upgrading an intersection a year until all intersections are up to date.

**Operators:** Congratulations to Will for passing his Grade I Water Distribution Exam! Will is now certified in all 3 categories in our profession. He is a Grade II in Water Treatment, and a Grade I in both Wastewater Treatment and Water Distribution. His goal over the next year is to get is Grade II certifications in wastewater and distribution. Will and I both split up weekend duties evenly. We both try to carry the on-call phone evenly. We have been called out multiple times this month for power outages/ power surges from storms. I gave Will his evaluation. Will has been with the City for a little over a year and he has exceeded my expectations. He is doing a great job! I had my evaluation with Deanna, it went well.

**Meetings attended:** Weekly staff meetings, 1 on 1 with Deanna, Lead service line meeting at Marr Park hosted by the DNR, 2 GIS meetings, evaluation with Deanna, and met with Adam from IRWA.

If you have any questions or concerns, please do not hesitate to contact myself or Will.

Thanks, stay safe!

Kyle Wellington

Water Treatment Superintendent



**CITY OF WASHINGTON, IOWA  
CLAIMS REPORT  
JUNE 20, 2023**

<b>POLICE</b>	ACE-N-MORE	AMMUNITION	889.43	
	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES/BOOTS 109	185.25	
	BDH TECHNOLOGY LLC	IT CONTRACT	571.00	
	COBB OIL CO, INC.	FUEL	2,365.64	
	CRITICAL HIRE	NEW HIRE TESTING	25.00	
	EMBROIDERY BARN	UNIFORM PATCHES	8.00	
	GALLS LLC	BODY ARMOR - NEW HIRE	1,229.18	
	IGRAPHIX, INC	SHIPPING	15.34	
	IOWA LAW ENFORCMT ACADEMY	ILEA TRAINING - SCHNEIDER	7,100.00	
	IOWA LEAGUE OF CITIES	LEAGUE OF CITIES- REGISTRA	230.00	
	RANGEMASTERS TRAINING CENTER	RIFLE OPTIC & EARMUFFS/RIFLE	3,526.26	
	STIVERS FORD LINCOLN	CLIP AND WINDOW BARS	536.00	
	VERIZON WIRELESS	WIRELESS SERVICE	1,013.27	
		<b>TOTAL:</b>	<b>17,694.37</b>	
	<b>FIRE</b>	ALL AMERICAN PEST CONTROL	PEST CONTROL	32.50
		AMAZON CAPITAL SERVICES	SUPPLIES	96.88
COBB OIL CO, INC.		FUEL	722.64	
FIRE SERVICE TRAINING BUREAU		TRAINING	104.00	
HIWAY SERVICE CENTER		VEHICLE MAINTENANCE	796.30	
MIDWEST BREATHING		AIR TESTING	172.80	
RACOM CORPORATION		RADIO INSTALLATION SERVICE	450.00	
RELIANT FIRE APPARATUS		AERIAL REPAIR	2,085.73	
VERIZON WIRELESS		WIRELESS SERVICE	120.03	
		<b>TOTAL</b>	<b>4,580.88</b>	
<b>ANIMAL CONTROL</b>		PAWS & MORE ANIMAL SHELTER	RESTIT FOR PAWS-DOG CONFISCATI	720.00
			<b>TOTAL</b>	<b>720.00</b>
<b>DEVELOPMENT SERVICES</b>	ACE-N-MORE	SAFETY VESTS/STEP STOOL	75.97	
	CAPPER CHRYSLER DODGE JEEP RAM	VEHICLE MAINTENANCE	91.75	
	FARRIER, KELLY	MOWING - NUISANCE PROPERTY	125.00	
	O'REILLY AUTOMOTIVE INC	SUSPENSION - STRUTS	258.00	
	SITLER'S SUPPLIES INC.	WALL PACK	125.00	
	VERIZON WIRELESS	WIRELESS SERVICE	102.00	
	WMPF GROUP LLC	EMPLOYMENT ADVERTISING	64.82	
		<b>TOTAL</b>	<b>842.54</b>	
<b>LIBRARY</b>	ACE-N-MORE	JANITORIAL SUPPLIES	97.45	
	ALL AMERICAN PEST CONTROL	PEST CONTROL	40.00	
	ALLIANT ENERGY	ALLIANT ENERGY	1,741.85	
	AMAZON CAPITAL SERVICES	DVD/OFFICE SUPPLIES	80.32	
	BAKER & TAYLOR	LIBRARY MATERIALS	127.61	
	CAPITAL ONE	SUPPLIES	449.26	
	CENTRAL IOWA DISTRIBUTING	JANITORIAL SUPPLIES	55.80	
	FAREWAY STORES	PROGRAM SUPPLIES	5.14	
	IOWA RADIO PLUS	PROGRAM PROMOTION	15.39	
	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	126.42	
	VALENTINE, TAMMY	HOMEBOUND & PROGRAMS	6.55	
		<b>TOTAL</b>	<b>2,745.79</b>	
	<b>PARKS</b>	ARNOLD MOTOR SUPPLY	PARTS	76.56
ACE-N-MORE		SUPPLIES AND REPAIRS	415.32	
ALLIANT ENERGY		ALLIANT ENERGY	1,233.70	
AMAZON CAPITAL SERVICES		FLOWER PUMP	83.59	
BEACON ATHLETICS		SUPPLIES	180.00	
CASH-N-CARRY CHEMICALS LLC		SUPPLIES	62.50	
CENTRAL IOWA DISTRIBUTING		SUPPLIES	370.00	

COBB OIL CO, INC.	FUEL	1,353.13
FAREWAY STORES	FLOWERS/MULCH	371.23
JOHN DEERE FINANCIAL	EQUIPMENT REPAIR/SUPPLIES	517.93
KALONIAL LAWN CARE	SOD - BALLFIELD COMPLEX	432.00
STOUT COMPANIES	LINE MARKER	1,233.00
	<b>TOTAL</b>	<b>6,328.96</b>

<b>POOL</b>	ALLIANT ENERGY	ALLIANT ENERGY	1,264.18
	ACE-N-MORE	SUPPLIES	194.52
	JOHN DEERE FINANCIAL	SUPPLIES	74.95
	MARIE ELECTRIC INC.	MAIN PUMP REPAIR	76.64
	WASHINGTON LUMBER	SUPPLIES	12.98
		<b>TOTAL</b>	<b>1,623.27</b>

<b>CEMETERY</b>	ARNOLD MOTOR SUPPLY	BLDG REMODEL	36.93
	CHEMSEARCH FE	WEED KILLER	194.95
	COBB OIL CO, INC.	FUEL	783.60
	CUSTOM IMPRESSIONS INC	BUSINESS CARDS	60.00
	JOHN DEERE FINANCIAL	A-C/EQUIP REPAIR/SUPPLIES	1,572.37
	MID-AM RES. CHEMICAL CORP	WEED KILLER	1,436.48
	MIDWEST WHEEL	SEAT COVERS	291.76
	MOSE LEVY CO INC	REPAIRS TO EQUIPMENT	48.51
	TITAN MACHINERY	CASE SERVICE INSPECTION	499.00
	VERIZON WIRELESS	WIRELESS SERVICE	46.55
	WASHINGTON LUMBER	SUPPLIES & GLOVES/TRAILER	535.91
		<b>TOTAL</b>	<b>5,506.06</b>

<b>FINANCIAL ADMIN</b>	ACE-N-MORE	SUPPLIES	6.99
	ALL AMERICAN PEST CONTROL	PEST CONTROL	32.50
	CENTRAL IOWA DISTRIBUTING	SUPPLIES	104.00
	IOWA LEAGUE OF CITIES	LEAGUE OF CITIES- REGISTRA	1,840.00
	IOWA RADIO PLUS	ADVERTISING	15.39
	KCII	ADVERTISING	318.24
	POSTMASTER	P O BOX FEE- YEARLY - BOX #	146.00
	QUILL	PENS & BINDER CLIPS	54.94
	STARK, FRED	MILEAGE & MEAL REIMBURSEME	477.74
	VERIZON WIRELESS	WIRELESS SERVICE	127.61
	WASH COUNTY MINIBUS	LOST- JUNE 2023	32,773.11
	WMPF GROUP LLC	ADVERTISING	160.88
		<b>TOTAL</b>	<b>36,057.40</b>

<b>AIRPORT</b>	ACE-N-MORE	SUPPLIES	7.59
	ALLIANT ENERGY	ALLIANT ENERGY	678.30
	IOWA RADIO PLUS	ADVERTISING	15.39
	KCII	ADVERTISING	176.80
	VERIZON WIRELESS	WIRELESS SERVICE	46.30
	WINDSTREAM IOWA COMMUNICATIONS	JUNE SERVICE	207.56
		<b>TOTAL</b>	<b>1,131.94</b>

<b>ROAD USE</b>	ACE-N-MORE	LEAF BLOWER, BATTERIES, SU	574.71
	ALTORFER INC	EQUIPMENT RENTAL	612.00
	AMAZON CAPITAL SERVICES	TIME CLOCK INK	16.94
	ARNOLD MOTOR SUPPLY	WOOD CHIPPER PARTS	84.06
	CANTRIL TRUCK AND TRAILER	YARD WASTE TRAILER PARTS	34.04
	CENTRAL IOWA DISTRIBUTING	SHOP TOWELS & HAND TOWELS	233.00
	CHEMSEARCH FE	OIL DRY PADS	78.27
	COBB OIL CO, INC.	FUEL	1,503.45
	ELLIOTT EQUIPMENT CO	SWEEPER	1,677.33
	EZ-LINER INDUSTRIES	PAINTER PARTS	472.98
	HI-LINE INC	PARTS	211.16
	IOWA PRISON INDUSTRIES	SIGNS	436.59
	JOHN DEERE FINANCIAL	SUPPLIES/SEED TRAILER PARTS	53.98
	L L PELLING CO	COLD MIX FOR POT HOLES	1,055.00

	MARTIN BROS EQUIPMENT MID-AM RES. CHEMICAL CORP WASHINGTON DISCOUNT TIRE	SHOES FOR PUSHERS-LOADER A RUST ELIMINATOR/GLASS CLEANER BACK HOE TIRES <b>TOTAL</b>	1,925.00 620.76 565.64 <b>10,154.91</b>
<b>STREET LIGHTING</b>	ALLIANT ENERGY ELECTRICAL ENGINEERING & EQUIPMENT CO WASHINGTON ELECTRIC INC.	ALLIANT ENERGY ST LIGHTS SERVICE <b>TOTAL</b>	349.15 12,094.00 145.00 <b>12,588.15</b>
<b>HOTEL/MOTEL TAX</b>	WASH CHAMBER OF COMMERCE WASH CO FAIR ASSOC.	HOTEL & MILEAGE REIMB WELCOME CENTER FAIR BOOTH <b>TOTAL</b>	1,327.54 100.00 <b>1,427.54</b>
<b>SC RES UR</b>	WASHINGTON STATE BANK	TIF- VOGELS <b>TOTAL</b>	24,739.98 <b>24,739.98</b>
<b>DEBT SERVICE</b>	FEDERATION BANK	PATROL UNIT LOAN PAYMENT <b>TOTAL</b>	17,105.24 <b>17,105.24</b>
<b>CAPITAL PROJECTS</b>	PAY.GOV - FAA REIMBURSABLE AGREEMENTS	FIGHT INSPECTION FOR RUNWA <b>TOTAL</b>	15,343.02 <b>15,343.02</b>
<b>INDUSTRIAL DEVELOP</b>	WASH CO RECORDER WEDG WMPF GROUP LLC	RECORDING FEES WEDG SHARE- 915 E TYLER ST LEGAL ADVERTISING <b>TOTAL</b>	58.00 4,298.88 57.97 <b>4,414.85</b>
<b>TREE COMMITTEE</b>	JENNINGS, ELAINE	REIMBURSEMENT FOR SUPPLIES <b>TOTAL</b>	49.95 <b>49.95</b>
<b>K-9 PROGRAM</b>	JOHN DEERE FINANCIAL WASH VETERINARY CLINIC	K9 FOOD K-9 TESTS & MEDS <b>TOTAL</b>	54.99 184.55 <b>239.54</b>
<b>SAFETY FUND</b>	BDH TECHNOLOGY LLC	SUNSET PARK CAMERAS <b>TOTAL</b>	4,823.09 <b>4,823.09</b>
<b>PARK GIFT</b>	HY-VEE	FLOWERS <b>TOTAL</b>	1,963.99 <b>1,963.99</b>
<b>LIBRARY GIFT</b>	BAKER & TAYLOR PRINEAS, SARAH	LIBRARY MATERIALS WRITERS WORKSHOP PROGRAM <b>TOTAL</b>	1,211.19 500.00 <b>1,711.19</b>
<b>WATER PLANT</b>	ALLIANT ENERGY CAPITAL ONE COBB OIL CO, INC. EPPERLY, RANDY FERGUSON WATERWORKS# 2516 GLOBAL PAYMENTS IA DEPT OF REVENUE ION ENVIRONMENTAL SOLUTIONS JETCO LINO20	ALLIANT ENERGY SUPPLIES FUEL MILEAGE REIMBURSEMENT METER READER PARTS DC/CC ADMIN FEE WET TAX LAB TESTING LABOR FOR REPAIR/NEW MOTOR MAINTENANCE	4,418.27 36.73 67.68 15.07 256.00 3,025.01 7,801.25 155.00 2,020.00 522.00

STOREY KENWORTHY/MATT PARROTT	LASER WATER BILL FORMS	1,560.74
VERIZON WIRELESS	WIRELESS SERVICE	46.30
WASHINGTON ELECTRIC INC.	SERVICE	940.21
WATER SOLUTIONS UNLIMITED	CHEMICALS	11,016.33
WMPF GROUP LLC	EMPLOYMENT ADVERTISING	64.82
	<b>TOTAL</b>	<b>31,945.41</b>

**WATER DISTRIBUTION**

ACE-N-MORE	WEED TRIMMER STRING	15.99
ARNOLD MOTOR SUPPLY	BATTERY	11.89
BARCO MUNICIPAL PRODUCTS INC	TRAFFIC CONES	1,551.63
COBB OIL CO, INC.	FUEL	326.76
E H WACHS COMPANY	GUILLOTINE SAW	1,985.00
HY-VEE	SASSO MTG	101.61
IA DEPT OF NATL RESOURCES	WATER DIST LIC-J,J,B,Z	301.50
JOHN DEERE FINANCIAL	HOLE SAW BIT/PARTS	361.89
MID-AM RES. CHEMICAL CORP	WASP AND HORNET SPRAY	171.64
SCHIMBERG CO.	WATER BOX SECTIONS	720.00
TRUCK EQUIPMENT INC	NEW HYDROLIC CAP	27.05
VERIZON WIRELESS	WIRELESS SERVICE	46.30
	<b>TOTAL</b>	<b>5,621.26</b>

**SEWER PLANT**

ALL AMERICAN PEST CONTROL	PEST CONTROL	35.00
ALLIANT ENERGY	ALLIANT ENERGY	13,738.62
AMAZON CAPITAL SERVICES	VEHICLE SUPPLIES	978.55
ARNOLD MOTOR SUPPLY	OIL	87.48
COBB OIL CO, INC.	FUEL	903.93
ELECTRIC MOTORS OF IOWA CITY	GROUND WATER PUMP	3,957.50
EUROFINS ENVIRONMENT TESTING NC	CERTIFIED TESTING	2,250.74
IA DEPT OF REVENUE	SALES TAX	2,100.33
IGRAPHIX, INC	SHIPPING	116.11
JETCO	GRIT AUGER REPAIR	625.50
JOHN DEERE FINANCIAL	TRACTOR REPAIR/BLADES/SPRINK	159.16
STATE HYGIENIC LAB	CERTIFIED TESTING	500.00
VERIZON WIRELESS	WIRELESS SERVICE	133.90
WINDSTREAM IOWA COMMUNICATIONS	JUNE SERVICE	56.96
	<b>TOTAL</b>	<b>25,643.78</b>

**SEWER COLLECTION**

ARNOLD MOTOR SUPPLY	SEWER JET SERVICE	166.58
COBB OIL CO, INC.	FUEL	1,161.51
VACSTAR	SEWER VAC- FILTERS	704.96
VERIZON WIRELESS	WIRELESS SERVICE	38.03
	<b>TOTAL</b>	<b>2,071.08</b>

**SELF INSURANCE**

EMPLOYEE BENEFIT SYSTEMS	EBS ADMIN FEE	433.16
	<b>TOTAL</b>	<b>433.16</b>

**237,507.35**

CITY OF WASHINGTON, IOWA  
MONTH TO DATE TREASURERS REPORT  
MAY 31, 2023

FUND	5/1/2023		REVENUES NOT YET RECEIVED	5/31/2023		
	BEGINNING CASH BALANCE	M-T-D REVENUES		M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	ENDING CASH BALANCE
001-GENERAL FUND	1,543,709.27	243,409.69	-	269,901.96	-	1,517,217.00
002-AIRPORT FUND	398,734.75	24,633.44	-	16,341.98	-	407,026.21
010-CHAMBER REIMBURSEMENT	870.68	20,646.00	-	20,486.10	-	1,030.58
011-MAIN STREET REIMBURSEMENT	9,624.66	(5,258.61)	-	5,725.89	-	(1,359.84)
012-WEDG REIMBURSEMENT	3,024.23	8,835.35	-	9,602.86	-	2,256.72
050-DOWNTOWN INCENTIVE GRANT	131,473.15	-	-	-	-	131,473.15
110-ROAD USE	701,289.08	136,662.33	-	105,797.23	-	731,154.18
112-EMPLOYEE BENEFITS	-	29,301.28	-	29,301.28	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	2,363.63	-	2,363.63	-	-
121-LOCAL OPTION SALES TAX	-	131,092.43	-	131,092.43	-	-
122-LOST DEBT SERVICE	129,895.00	-	-	129,595.00	-	300.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	158,082.66	14,724.02	-	3,852.32	-	168,954.36
125-UNIF COMM UR-NE IND	40,502.32	4,337.96	-	-	-	44,840.28
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	-	-	-	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	34,274.98	4,022.20	-	13,557.20	-	24,739.98
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	44,085.04	-	-	44,085.04	-	-
133-UNIF COMM UR-IRE	108,685.44	-	-	108,685.40	-	0.04
134-DOWNTOWN COMM UR	152,196.04	4,304.28	-	-	-	156,500.32
145-HOUSING REHABILITATION	54,710.32	-	-	-	-	54,710.32
146-LMI TIF SET-ASIDE	167,188.44	13,557.20	-	30,000.00	-	150,745.64
200-DEBT SERVICE	816,324.29	344,087.14	-	1,156,211.25	-	4,200.18
300-CAPITAL EQUIPMENT	114,413.79	98,319.32	-	-	-	212,733.11
301-CAPITAL PROJECTS FUND	1,576,832.97	318,294.04	-	314,551.31	-	1,580,575.70
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	888,122.18	-	-	-	-	888,122.18
308-INDUSTRIAL DEVELOPMENT	367,494.91	129,015.17	-	4,798.88	-	491,711.20
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	3,670.95	250.00	-	-	-	3,920.95
311-SIDEWALK REPAIR & REPLACE	87,937.86	45,000.00	-	-	-	132,937.86
312-TREE REMOVAL & REPLACE	15,948.59	5,000.00	-	-	-	20,948.59
315-RESIDENTIAL DEVELOPMENT	606,609.07	146.53	-	56,779.00	-	549,976.60
317-ARPA CAPITAL PROJECTS	995,974.90	2,668.51	-	-	-	998,643.41
325-BUILDING & FACILITY MAINT	13,524.60	-	-	-	-	13,524.60
510-MUNICIPAL BAND	8,083.03	-	-	31.07	-	8,051.96
520-DOG PARK	4,178.88	-	-	-	-	4,178.88
530-TREE COMMITTEE	21,421.62	2,766.13	-	4,472.90	-	19,714.85
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FORFEITURE	4,590.86	287.69	-	1,247.30	-	3,631.25
541-K-9 PROGRAM	2,066.22	5.00	-	49.99	-	2,021.23
545-SAFETY FUND	3,336.89	-	-	-	-	3,336.89
550-PARK GIFT	51,810.40	106.59	-	700.00	-	51,216.99
570-LIBRARY GIFT	345,922.36	2,045.33	-	19,082.28	-	328,885.41
580-CEMETERY GIFT	2,078.00	-	-	-	-	2,078.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	863,989.61	144,954.13	-	298,239.90	-	710,703.84
601-WATER DEPOSIT FUND	32,370.00	1,650.00	-	900.00	-	33,120.00
602-WATER SINKING	-	-	-	-	-	-
603-WATER CAPITAL PROJECTS	-	149,066.50	-	149,066.50	-	-
610-SANITARY SEWER	952,149.09	294,573.57	-	184,843.29	-	1,061,879.37
612-SEWER SINKING	-	-	-	-	-	-
613-SEWER CAPITAL PROJECTS	-	-	-	-	-	-
670-SANITATION	114,417.92	53,643.35	-	1,582.40	-	166,478.87
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	511,852.27	37,957.14	-	3,488.84	-	546,320.57
951-UNEMPLOYMENT SELF INS	65,777.03	11,854.83	-	-	-	77,631.86
<b>TOTAL BALANCE</b>	<b>12,228,414.35</b>	<b>2,274,322.17</b>	<b>-</b>	<b>3,117,433.23</b>	<b>-</b>	<b>11,385,303.29</b>

Cash in Bank - Pooled Cash

Wash St. Bank - Operating Account	5,090,652.48 (1)
Wash St. Bank - Airport Fuel Account	-
Cash in Drawer	350.00
Investment in IPAIT	573,662.69
Wash St - Farm Mgmt Acct	201,697.53
Wash St Bank - CD 1/14/2019	524,788.16
Wash St Bank - CD 08/30/2018	270,115.97
Wash St Bank - ISC Account	4,724,036.46
<b>TOTAL CASH IN BANK</b>	<b>11,385,303.29</b>

Interest Rate

Wash St. Bank - Operating Account	0.20%
Wash St. Bank - Airport Fuel Account	-
Cash in Drawer	N/A
Investment in IPAIT	0.20%
Wash St - Farm Mgmt Acct	-
Wash St Bank - CD 1/14/2019	0.65%
Wash St Bank - CD 08/30/2018	0.65%
Wash St Bank - ISC Account	4.00%

(1) Washington State Bank	5,120,333.38
Outstanding Deposits & Checks/Wages payable	(29,680.90)
	<u>5,090,652.48</u>

CITY OF WASHINGTON, IOWA  
YEAR TO DATE TREASURERS REPORT  
MAY 31, 2023

FUND	7/1/2022 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	6/30/2023 ENDING CASH BALANCE
001-GENERAL FUND	1,022,613.53	4,269,523.01	-	3,774,919.54	-	1,517,217.00
002-AIRPORT FUND	358,953.40	358,180.55	-	310,107.74	-	407,026.21
010-CHAMBER REIMBURSEMENT	7,902.24	149,089.56	-	155,961.22	-	1,030.58
011-MAIN STREET REIMBURSEMENT	2,118.03	39,456.45	-	42,934.32	-	(1,359.84)
012-WEDG REIMBURSEMENT	2,584.82	92,541.67	-	92,869.77	-	2,256.72
050-DOWNTOWN INCENTIVE GRANT	163,473.15	-	-	32,000.00	-	131,473.15
110-ROAD USE	504,763.55	981,044.67	-	754,654.04	-	731,154.18
112-EMPLOYEE BENEFITS	-	839,819.18	-	839,819.18	-	-
113-LIABILITY INSURANCE	-	-	-	-	-	-
114-EMERGENCY LEVY	-	67,786.37	-	67,786.37	-	-
121-LOCAL OPTION SALES TAX	-	1,068,235.72	-	1,068,235.72	-	-
122-LOST DEBT SERVICE	-	154,790.00	-	154,490.00	-	300.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	122,812.24	93,225.06	-	47,082.94	-	168,954.36
125-UNIF COMM UR-NE IND	-	44,840.28	-	-	-	44,840.28
126-SE RES UR	-	-	-	-	-	-
127-UNIF COMM UR - BRIARWOOD	-	43,930.02	-	43,930.02	-	-
128-URBAN RENEWAL AREA #3B/D	-	-	-	-	-	-
129-SC RES UR	-	83,275.51	-	58,535.53	-	24,739.98
130-URBAN RENEWAL AREA #3D	-	-	-	-	-	-
131-URBAN RENEWAL AREA #4	-	-	-	-	-	-
132-UNIF COMM UR - EBD	-	44,085.04	-	44,085.04	-	-
133-UNIF COMM UR-IRE	-	108,685.44	-	108,685.44	-	0.04
134-DOWNTOWN COMM UR	-	158,638.03	-	2,137.71	-	156,500.32
145-HOUSING REHABILITATION	35,643.82	161,544.00	-	142,477.50	-	54,710.32
146-LMI TIP SET-ASIDE	151,266.11	29,479.53	-	30,000.00	-	150,745.64
200-DEBT SERVICE	56,467.63	1,263,178.91	-	1,315,446.36	-	4,200.18
300-CAPITAL EQUIPMENT	147,053.70	141,511.70	-	75,832.29	-	212,733.11
301-CAPITAL PROJECTS FUND	437,301.66	5,687,975.86	-	4,544,701.82	-	1,580,575.70
303-WWTP CAPITAL PROJ FUND	-	-	-	-	-	-
305-RIVERBOAT FOUND CAP PROJ	398,997.29	489,124.89	-	-	-	888,122.18
308-INDUSTRIAL DEVELOPMENT	255,745.84	403,231.23	-	167,265.87	-	491,711.20
309-MUNICIPAL BUILDING	-	-	-	-	-	-
310-WELLNESS PARK	6,353.50	12,643.95	-	15,076.50	-	3,920.95
311-SIDEWALK REPAIR & REPLACE	90,642.86	48,471.00	-	6,176.00	-	132,937.86
312-TREE REMOVAL & REPLACE	23,988.59	5,000.00	-	8,040.00	-	20,948.59
315-RESIDENTIAL DEVELOPMENT	278,930.49	354,575.27	-	83,529.16	-	549,976.60
317-ARPA CAPITAL PROJECTS	523,763.25	564,717.16	-	89,837.00	-	998,643.41
325-BUILDING & FACILITY MAINT	13,524.60	-	-	-	-	13,524.60
510-MUNICIPAL BAND	4,743.03	3,340.00	-	31.07	-	8,051.96
520-DOG PARK	4,443.11	-	-	264.23	-	4,178.88
530-TREE COMMITTEE	11,322.84	14,489.13	-	6,097.12	-	19,714.85
535-NEIGHBORHOOD PRIDE	-	-	-	-	-	-
540-POLICE FORFEITURE	4,590.86	287.69	-	1,247.30	-	3,631.25
541-K-9 PROGRAM	2,809.30	655.00	-	1,443.07	-	2,021.23
545-SAFETY FUND	2,636.89	1,000.00	-	300.00	-	3,336.89
550-PARK GIFT	32,135.30	32,148.63	-	13,066.94	-	51,216.99
570-LIBRARY GIFT	354,318.68	32,642.94	-	58,076.21	-	328,885.41
580-CEMETERY GIFT	7,433.00	-	-	5,355.00	-	2,078.00
590-CABLE COMMISSION	-	-	-	-	-	-
600-WATER UTILITY	495,798.75	1,787,331.79	-	1,572,426.70	-	710,703.84
601-WATER DEPOSIT FUND	30,835.00	17,100.00	-	14,815.00	-	33,120.00
602-WATER SINKING	-	38,350.00	-	38,350.00	-	-
603-WATER CAPITAL PROJECTS	-	245,237.44	-	245,237.44	-	-
610-SANITARY SEWER	188,444.50	2,359,698.91	-	1,486,264.04	-	1,061,879.37
612-SEWER SINKING	-	114,852.50	-	114,852.50	-	-
613-SEWER CAPITAL PROJECTS	-	8,512.66	-	8,512.66	-	-
670-SANITATION	67,068.52	594,956.42	-	495,546.07	-	166,478.87
910-LIBRARY TRUST	-	-	-	-	-	-
950-SELF INSURANCE	463,148.16	124,288.52	-	41,116.11	-	546,320.57
951-UNEMPLOYMENT SELF INS	73,505.00	17,240.14	-	13,113.28	-	77,631.86
<b>TOTAL BALANCE</b>	<b>6,427,303.24</b>	<b>23,150,731.83</b>	<b>-</b>	<b>18,192,731.78</b>	<b>-</b>	<b>11,385,303.29</b>

Cash in Bank - Pooled Cash

		Interest Rate
Wash St. Bank - Operating Account	5,090,652.48 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	-
Cash in Drawer	350.00	N/A
Investment in IPAIT	573,662.69	0.20%
Wash St - Farm Mgmt Acct	201,697.53	-
Wash St Bank - CD 1/14/2019	524,788.16	0.65%
Wash St Bank - CD 08/30/2018	270,115.97	0.65%
Wash St Bank - ISC Account	4,724,036.46	4.00%
<b>TOTAL CASH IN BANK</b>	<b>11,385,303.29</b>	

(1) Washington State Bank	5,120,333.38
Outstanding Deposits & Checks/Wages payable	(29,680.90)
	<u>5,090,652.48</u>

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

**RESOLUTION SETTING THE SALARIES FOR THE  
APPOINTED OFFICERS AND EMPLOYEES OF  
THE CITY OF WASHINGTON FOR FISCAL YEAR 2023-2024.**

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	\$4,038.46/ppd	Adam, Seth	\$2,921.92/ppd
Hansen, Lyle	\$3,333.46/ppd	Brdecka, Mia	\$2,522.73/ppd
Altenhofen, Shamus	\$3,333.46/ppd	Kephart, Eric	\$2,909.65/ppd
Altenhofen, Ben	\$3,045.38/ppd	Lavelly, Tanner	\$2,839.62/ppd
Chalupa, Jason	\$3,045.38/ppd	Schneider, Colton	\$2,065.92/ppd
Hill, Rhonda	\$29.35/hr	VanWilligen, Brian	\$3,004.23/ppd

Fire:

Wide, Tom	\$2,187.62/ppd
Chenoweth, Mark	\$2,134.32/ppd
Guengerich, Jerry	\$2,012.08/ppd
Wagner, Bill	\$2,187.62/ppd

Library:

Siegfried, Cary Ann	\$2,826.93/ppd
Harris, Jenisa	\$21.46/hr
Greiner, Alison	\$21.25/hr
Kunz, Leann	\$24.11/hr
Valentine, Tammy	\$18.96/hr

Maint/Construction:

Bell, JJ	\$3,572.94/ppd
Beal, Marshall	\$27.82/hr
Brinning, Jacob	\$22.50/hr
Gearheart, Michael	\$20.60/hr
Greiner, Dick	\$29.66/hr
Lehman, Brody	\$20.60/hr
Popejoy, Caleb	\$20.60/hr
Quigley, Jay	\$33.73/hr
Samo, Ben	\$27.14/hr
Sanow, Jacob	\$24.08/hr

Development Services:

Duwa, Jeff	\$29.06/hr
Henkel, Keith	\$35.41/hr

Parks:

Pacha, Nick	\$2,753.92/ppd
Peterson, Jason	\$21.85/hr

Water Plant:

Wellington, Kyle	\$41.59/hr
Tapken, Will	\$21.85/hr

Cemetery:

Wibstad, Zachariah	\$35.01/hr
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(CONTINUED)

Administration:

McCusker, Deanna	\$4,698.65/ppd
Albert, Kirk	\$23.87/hr
Brown, Kelsey	\$3,389.50/ppd
Hart, Sally	\$2,651.60/ppd
Krotz, Linda	\$22.76/hr
Wagler, Deb	\$30.40/hr

Sewer Plant:

Whisler, Jason	\$41.59/hr
Turner, Parker	\$29.66/hr
Henkel, Dylan	\$21.21/hr

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

PASSED AND APPROVED this 20<sup>th</sup> day of June, 2023.

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Millie Youngquist, Mayor Pro Tem

ATTEST:

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Sally Hart, 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  
Carrie Ornduff- Asst Chief of EMS

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## MEMO

To: Mayor Pro Tem & City Council  
From: Brendan DeLong, Fire Chief  
Re: Pickup Purchase

Mayor Pro Tem & City Council -

If you can recall, two years ago, I presented to the City Council a purchase request for a new pickup to replace our current F150 that went to our medical unit. Long story short, that pickup was ordered, but eventually canceled by the manufacturer recently due to unforeseen circumstances. Therefore - I began searching for another pickup. Unfortunately - the pricing two years ago was significantly less than it is now.

After searching and exploring many different options - I found a 2023 Ram 2500 Tradesman pickup, currently in stock, through Capper Auto in Washington. I believe this truck will suit our department's needs for years to come. Below is the pricing:

\$50,000 - truck  
\$10,000 - upfits (lights, striping, siren, etc)  
\$60,000 - total

Current money set aside for the pickup (2 years ago) is \$43,525. The difference needed is \$16,475. After discussing with the City Administrator, I propose that the difference in the money come from railroad funds. This pickup is going to be used to pull our new foam trailer (purchase request coming soon), and our other trailers that would be used for railroad incident response. I believe that this money would fit the council's objective of providing us with the tooling we need to respond to a railroad incident, and purchasing locally. This pickup will also be used to transport responders to and from incidents. The current F150 was used for this prior to starting our medical unit.

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

Sincerely,

Brendan S. DeLong  
Fire Chief

*Millie Youngquist, Mayor Pro Tem  
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*

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June 13, 2023

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

From: Deanna McCusker  
City Administrator

Re: Setting public hearing for voluntary severance from the City of Washington

We have received a voluntary severance petition from Keith & Sara Murphy to remove parcels from the city limits of Washington, Iowa. The public hearing will be held July 18, 2023 at 6:00pm. It is parcel 1119426024 that includes the creek off of S. E Ave and the back side of lots along W. Buchanan.



Development Services  
215 E. Washington St.  
Washington, IA 52353  
319.653.6584 ext. 124

# Memo

To: City Council  
From: Jeff Duwa-Building and Zoning Official  
Date: 6/13/2023  
Re: Voluntary Severance with the City of Washington

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## **Issue**

Review and consider the Voluntary Severance with the City of Washington by Keith and Sarah Murphy of lots 2A, 3A, 4A, 5A, 6A and 7A South of West Buchanan St..

## **Background**

Keith and Sarah Murphy have signed a Petition for Voluntary Severance with the City of Washington of lots 2A, 3A, 4A, 5A, 6A and 7A. Since these lots are too small for any development and have a creek running through the middle of all the lots, they would not be useful for any future development. On Tuesday, June 13, 2023, the City of Washington's Planning and Zoning Commission met to review and discuss Voluntary Severance with the City of Washington by Keith and Sarah Murphy.

## **Recommendation**

The City of Washington's Planning and Zoning Commission recommends that the City of Washington's City Council approve the Petition for Voluntary Severance with the City of Washington of lots 2A, 3A, 4A, 5A, 6A and 7A South of West Buchanan St.

RESOLUTION NO. 2023- \_\_\_\_\_

RESOLUTION SETTING PUBLIC HEARING FOR THE VOLUNTARY  
SEVERANCE OF CERTAIN PROPERTIES

WHEREAS, a petition of voluntary severance of certain properties in the city limits of Washington, Iowa has been received; and,

WHEREAS, a public hearing is a required step in the process of severance from the city of Washington, Iowa.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, IOWA, that a public hearing on the voluntary severance from the City of Washington is hereby set for 6:00 p.m. on Tuesday, July 18, 2023 in the Council Chambers at 215 E. Washington Street, Washington, Iowa.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of the hearing on the voluntary severance at least 14 days prior to the hearing date of July 18, 2023.

BE IT FURTHER RESOLVED, that the City Clerk shall provide a copy of the severance petition and hearing notice to the Washington County Supervisors.

PASSED AND APPROVED this 20<sup>th</sup> day of June, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Sally Y Hart, City Clerk

## NOTICE OF SEVERANCE

The City Council of the City of Washington, Iowa, will hold a public hearing at 6:00 p.m. on July 18, 2023 at the Council Chambers, 215 East Washington Street, on the proposed severance by Sara & Keith Murphy, of the below described property out of the City of Washington. The reason for the severance is to provide tax relief and to create one parcel with the parcel that receives the homestead credit.

Severance of the following property out of the City of Washington:

That part of the SE  $\frac{1}{4}$  of Section 19-75-7, Washington County, Iowa, described as follows: Commencing at the NE Corner of said SE  $\frac{1}{4}$  of Section 19; thence South 00°00'00" West, along the easterly line of said quarter section and the centerline of South Avenue E, 934.03 feet; thence South 88°21'49" West, 37.00 feet to the **POINT OF BEGINNING**; thence South 88°53'34" East, 985.01 feet; thence North 00°00'00" East, along the westerly line of South Avenue E, 432.99 feet to the POINT OF BEGINNING containing 8.64 acres, more or less.

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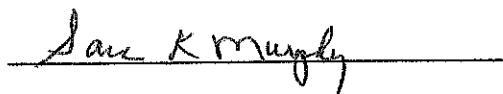
Deanna McCusker, City Administrator

**PETITION FOR VOLUNTARY SEVERANCE WITH THE CITY OF WASHINGTON, IOWA**

COMES NOW the undersigned owners of the below described real estate to hereby make application to the City of Washington, Iowa, for severance of land to the existing city limits of the City of Washington. Attached as Exhibit A hereto is a plat of the area, with the proposed severance parcel boldly outlined. Attached as Exhibit B hereto is a letter from Washington County Assessor's office supporting the severance of such property.

Signed this 12 day of June, 2023.

As to Exhibit A: This is part of the SE ¼ of Section 19-75-7, Washington County, Iowa described in detail on Exhibit A.



Sara K Murphy  
1405 South Ave E  
Washington, Iowa 52353  
(319) 653-2659



Keith S Murphy  
1405 South Ave E  
Washington, Iowa 52353  
(319) 653-2659

# Washington County Assessor's Office

210 West Main St  
7738  
Washington, IA 52353  
7783

Christy Tinnes, ICA, RES Assessor  
Email: [assessor@co.washington.ia.us](mailto:assessor@co.washington.ia.us)

Phone: (319) 653-

Fax: (319) 653-

---

May 31, 2023

City of Washington Planning and Zoning Commission  
215 E Washington St  
Washington IA 52353

RE: County parcel number 11-19-426-024; Lots 2A, 3A, 4A, 5A & 6A in Murphy's Addition

This letter is in support of changing Keith Murphy's 2.61 acre parcel, currently located within the city limits of Washington, to a Washington Township parcel.

The Washington County Board of Review received a petition on this parcel requesting tax relief for what is mostly considered a creek bank. While the Board of Review and Washington County Assessor's Office has very few options for adjusting ag land parcels, we could see upon review that this parcel has very limited use.

Mr. Murphy's homestead sits on parcel 11-19-400-010, located to the south of the subject parcel. The homestead parcel contains 81.31 acres, which is agriculturally classified for county tax purposes. While city zoning and county classifications can fall in to different categories and can be unrelated, in this instance it would be most beneficial for the land owner to have the city parcel moved out of city limits.

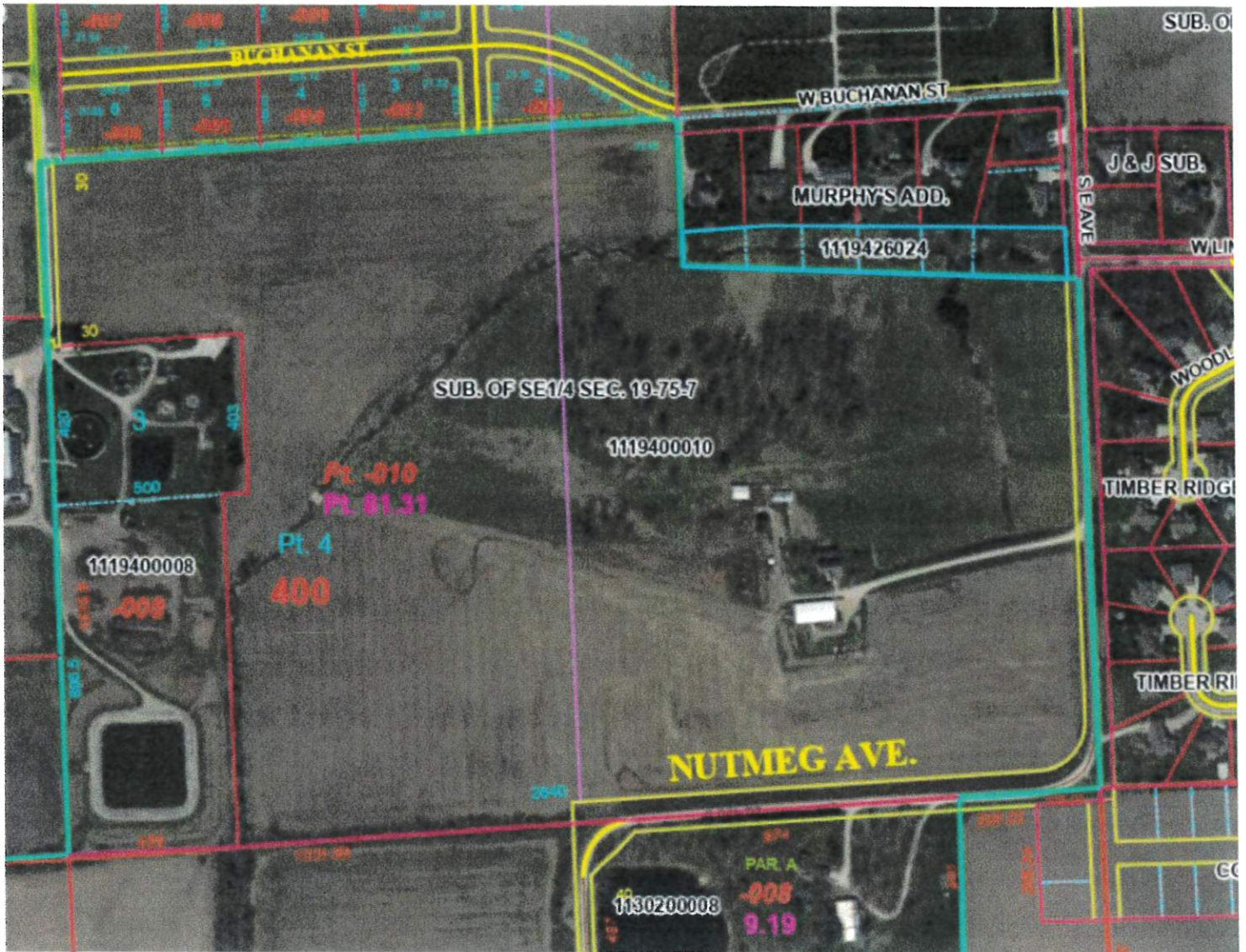
Changing the status from city to township would allow our office to join the subject parcel with the homestead parcel, creating one parcel number and one county tax bill.

Attached are some aerials of these parcels, as well as the ag land detailed property record cards from the Assessor's Office. I hope this information is helpful, please don't hesitate to reach out if you have questions or need additional information.

Thank you,

Christy Tinnes, ICA, RES  
Washington County Assessor

Copy to: Keith Murphy





**MURPHY'S ADDITION**  
Project Notes:

Owner & Developer: Keith S. & Sara K. Murphy  
1405 South Ave. E  
Washington, IA

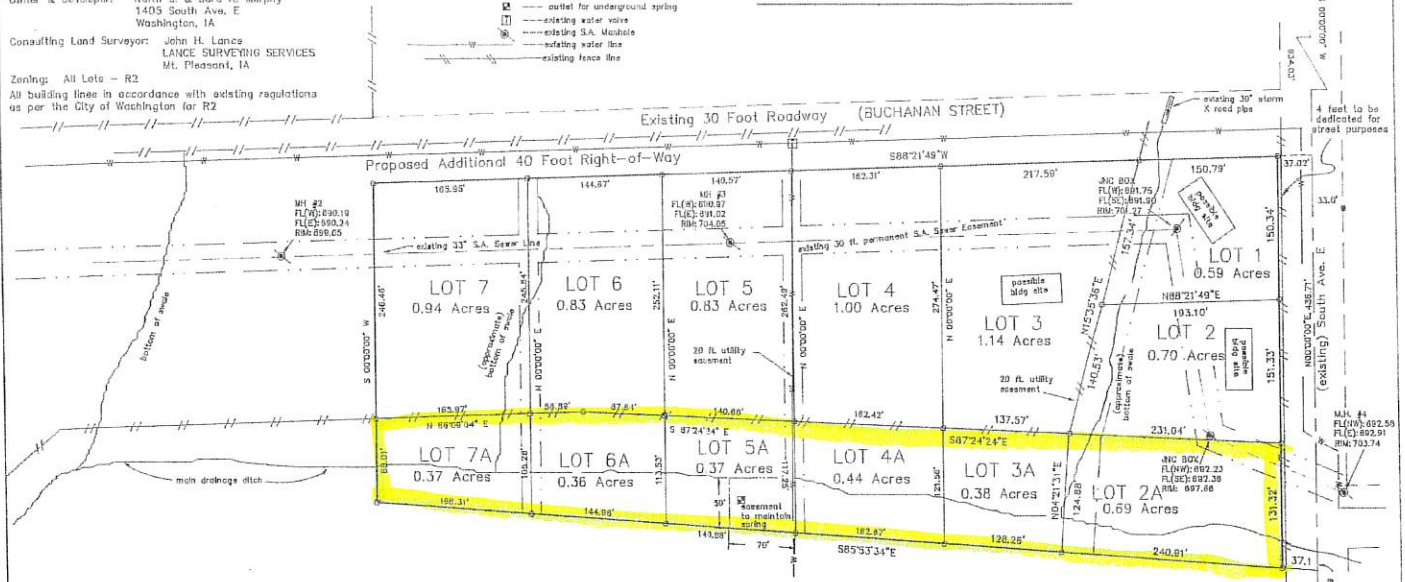
Consulting Land Surveyor: John H. Lance  
LANCE SURVEYING SERVICES  
Mt. Pleasant, IA

Zoning: All Lots - R2  
All building lines in accordance with existing regulations  
as per the City of Washington for R2

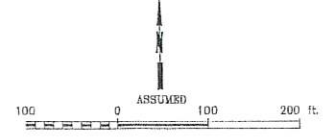
- Legend:**
- point set by previous survey
  - ⊙ set 5/8" iron pin with MAP #10568
  - outlet for underground spring
  - existing water valve
  - existing S.A. Mainside
  - existing water line
  - existing fence line

**MURPHY'S ADDITION**

Retraced Sides  
at NE Cor. SE1/4  
Section 19-75-7



**Perimeter Description of Subdivision:**  
That part of the SE1/4 of Section 19-75-7, Washington County, Iowa, described as follows: Commencing at the NE Corner of said SE1/4 of Section 19; thence South 00°00'00" West, along the easterly line of said quarter section and the centerline of South Avenue E, 734.03 feet; thence South 88°21'49" West, 37.00 feet to the POINT OF BEGINNING; thence South 88°21'49" West, 981.88 feet; thence South 00°00'00" West, 334.47 feet; thence South 85°53'34" East, 985.01 feet; thence North 00°00'00" East, along the westerly line of South Avenue E, 432.99 feet to the POINT OF BEGINNING containing 8.64 acres, more or less.  
- End of Description -



Certification:  
I hereby certify this to be a true plat of survey completed by me April 25, 1993, at the request of Keith Murphy, and that I am a duly registered land surveyor in the State of Iowa.  
John H. Lance, R.L.S. #10568 Date January 19, 1995  
My current registration expires 12/31/96

**FINAL PLAT**  
**SECOND REVISION**  
REVISES ORIGINAL FILED IN BOOK 10, PAGE 125  
PART OF SE1/4 SEC. 19-75-7  
(TO BE INCLUDED IN)  
**THE CITY OF WASHINGTON, IOWA**  
DISE 950728.2345

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL  
OF A PROPOSED WASHINGTON EAST COMMERCIAL  
URBAN RENEWAL PLAN FOR A PROPOSED URBAN  
RENEWAL AREA IN THE CITY OF WASHINGTON, STATE  
OF IOWA

The City Council of the City of Washington, State of Iowa, will hold a public hearing before itself at its meeting which commences at 6:00 P.M. on June 20, 2023 in the Council Chambers, City Hall, 215 East Washington Street, Washington, Iowa, to consider adoption of a proposed Washington East Commercial Urban Renewal Plan (the "Plan") concerning a proposed Urban Renewal Area in the City of Washington, State of Iowa.

The Washington East Commercial Urban Renewal Area is proposed to contain the land legally described as follows:

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

A copy of the Plan is on file for public inspection in the office of the City Clerk, City Hall, City of Washington, Iowa.

The City of Washington, State of Iowa is the local public agency which, if such Plan is approved, shall undertake the urban renewal activities described in such Plan.

The general scope of the urban renewal activities under consideration in the Plan is to promote the growth and retention of qualified industries and businesses in the Urban Renewal Area through various public purpose and special financing activities outlined in the Plan. To accomplish the objectives of the Plan, and to encourage the further economic development of the Urban Renewal Area, the Plan provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A, Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The City also may acquire and make land available for development or redevelopment by private enterprise as authorized by law. The Plan provides that the City may issue bonds or use available funds for purposes allowed by the Plan and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Plan initially proposes no specific public infrastructure or site improvements to be undertaken by the City, and provides that the Plan may be amended from time to time.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Washington, State of Iowa, as provided by Section 403.5, Code of Iowa.

Dated this 17 day of May, 2023.

Sally Y. Hart  
City Clerk, City of Washington, State of Iowa

## ITEMS TO INCLUDE ON AGENDA

### CITY OF WASHINGTON, IOWA

June 20, 2023

6:00 P.M.

#### Washington East Commercial Urban Renewal Plan

- Public hearing on the proposed Washington East Commercial Urban Renewal Plan
- Resolution determining an area of the City to be an economic development area, and that the rehabilitation, conservation, redevelopment, development or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of the City; designating such area as appropriate for urban renewal projects; and adopting the Washington East Commercial Urban Renewal Plan
- Consideration of Ordinance for the division of revenues under Section 403.19, Code of Iowa, for Washington East Commercial Urban Renewal Plan

C

### IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.
2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.
3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21,  
CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.



Development Services  
215 E. Washington St.  
Washington, IA 52353  
319.653.6584 ext. 124

# Memo

To: City Council  
From: Jeff Duwa-Building and Zoning Official  
Date: 6/13/2023  
Re: Urban Renewal/Comprehensive Plan

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## **Issue**

Review and consider the East Washington Commercial Urban Renewal Area

## **Background**

Deanna presented the East Washington Commercial Urban Renewal Area Plan for review to ensure future developments fit into the City of Washington's long term Plan. On Tuesday, June 13, 2023, the City of Washington's Planning and Zoning Commission met to review and discuss the East Washington Commercial Urban Renewal Area.

## **Recommendation**

The City of Washington's Planning and Zoning Commission recommends that the City of Washington's City Council approve the East Washington Commercial Urban Renewal Area since it is in conformity with the City's Comprehensive Plan, adopted in July 2012, which is the general plan for the development of the City as a whole.

**CONSULTATION MEETING REPORT**

May 30, 2023

Re: City of Washington – Washington East Commercial Urban Renewal Plan

TO WHOM IT MAY CONCERN:

After mailed notice to the Washington Community School District and Supervisors of Washington County regarding the Washington East Commercial Urban Renewal Plan, a consultation meeting was held on May 25, 2023 at 1:00 P.M., in the Council Chambers, City Hall, 215 East Washington Street, Washington, Iowa.

The meeting was opened at 1:00 P.M.

No representatives from the School or County were in attendance.

The meeting was closed at 1:00 P.M.

The City received 0 written recommendations from the School or the County at the consultation meeting.

CITY OF WASHINGTON

Deanna McCusker

Deanna McCusker, City Administrator

Date: 5/30/23

June 20, 2023

The City Council of the City of Washington, State of Iowa, met in \_\_\_\_\_ session, in the Council Chambers, City Hall, 215 East Washington Street, Washington, Iowa, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

This being the time and place fixed for a public hearing on the matter of the adoption of the proposed Washington East Commercial Urban Renewal Plan, the Mayor first asked for the report of the City Administrator, or her delegate, with respect to the consultation held with the affected taxing entities to discuss the proposed Plan. The Council was informed that the consultation was duly held as ordered by the Council, and that \_\_\_\_\_ written recommendations were received from affected taxing entities. The report of the City Administrator, or her delegate, with respect to the consultation was placed on file for consideration by the Council.

The City also was informed that the proposed Plan had been approved by the Planning and Zoning Commission as being in conformity with the general plan for development of the City as a whole, as set forth in the minutes or report of the Commission. The Commission's report or minutes were placed on file for consideration by the Council.

The Mayor then asked the City Clerk whether any written comments had been filed with respect to the proposed Plan, and the City Clerk reported that \_\_\_\_\_ written comments thereto had been filed. The Mayor then called for any oral comments to the adoption of the Washington East Commercial Urban Renewal Plan and \_\_\_\_\_ were made. The public hearing was then closed.

{Attach summary of comments here,  
or include summary of comments in meeting minutes}



Council Member \_\_\_\_\_ then introduced the following Resolution entitled "RESOLUTION DETERMINING AN AREA OF THE CITY TO BE AN ECONOMIC DEVELOPMENT AREA, AND THAT THE REHABILITATION, CONSERVATION, REDEVELOPMENT, DEVELOPMENT, OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING THE WASHINGTON EAST COMMERCIAL URBAN RENEWAL PLAN" and moved:

- that the Resolution be adopted.
- to defer action on the Resolution and the proposal to the meeting to be held at \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, at this place.

Council Member \_\_\_\_\_ seconded the motion. The roll was called, and the vote was:

AYES: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the measure duly adopted.

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

RESOLUTION DETERMINING AN AREA OF THE CITY TO BE AN ECONOMIC DEVELOPMENT AREA, AND THAT THE REHABILITATION, CONSERVATION, REDEVELOPMENT, DEVELOPMENT, OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING THE WASHINGTON EAST COMMERCIAL URBAN RENEWAL PLAN

WHEREAS, it is hereby found and determined that one or more economic development areas, as defined in Chapter 403, Code of Iowa, exist within the City and the rehabilitation, conservation, redevelopment, development, or combination thereof, of the area is necessary in the interest of the public health, safety, or welfare of the residents of the City; and

WHEREAS, this Council has caused there to be prepared a proposed Washington East Commercial Urban Renewal Plan ("Plan" or "Urban Renewal Plan") for the Washington East Commercial Urban Renewal Area ("Area" or "Urban Renewal Area"), which proposed Plan is attached hereto as Exhibit 1 and which is incorporated herein by reference; and

WHEREAS, the purpose of the Plan is to form the Washington East Commercial Urban Renewal Area as an area suitable for economic development and to include a list of proposed projects to be undertaken within the Urban Renewal Area, and a copy of the Plan has been placed on file for public inspection in the office of the City Clerk; and

WHEREAS, the property proposed to be included in the Urban Renewal Area is legally described in the Plan and this Council has reasonable cause to believe that the Area described in the Plan satisfies the eligibility criteria for designation as an urban renewal area under Iowa law and; and

WHEREAS, it is desirable that the area be redeveloped as part of the overall redevelopment covered by the Plan; and

WHEREAS, the land proposed to be included in the Area contains property within Washington County, Iowa that is outside, but within two miles, of the corporate limits of the City, and Washington County and the City have executed a Joint Agreement to allow the City to establish the Urban Renewal Area outside the corporate limits of the City and within Washington County; and

WHEREAS, it is desirable that the Urban Renewal Area be redeveloped as described in the proposed Urban Renewal Plan to be known hereafter as the "Washington East Commercial Urban Renewal Plan"; and

WHEREAS, the Iowa statutes require the City Council to submit the proposed Urban Renewal Plan to the Planning and Zoning Commission for review and recommendation as to its

conformity with the general plan for development of the City as a whole, prior to City Council approval thereof; and

WHEREAS, creation of the Urban Renewal Area and adoption of the Urban Renewal Plan therefore has been approved by the Planning and Zoning Commission for the City as being in conformity with the general plan for development of the City as a whole, as evidenced by its written report and recommendation filed herewith, which report and recommendation is hereby accepted, approved in all respects and incorporated herein by this reference; and

WHEREAS, by resolution adopted on May 16, 2023, this Council directed that a consultation be held with the designated representatives of all affected taxing entities to discuss the proposed Urban Renewal Plan and the division of revenue described therein, and that notice of the consultation and a copy of the proposed Urban Renewal Plan be sent to all affected taxing entities; and

WHEREAS, pursuant to such notice, the consultation was duly held as ordered by the City Council and all required responses to the recommendations made by the affected taxing entities, if any, have been timely made as set forth in the report of the City Administrator, or her delegate, filed herewith and incorporated herein by this reference, which report is in all respects approved; and

WHEREAS, by resolution this Council also set a public hearing on the adoption of the proposed Urban Renewal Plan for this meeting of the Council, and due and proper notice of the public hearing was given, as provided by law, by timely publication in the Southeast Iowa Union, which notice set forth the time and place for this hearing and the nature and purpose thereof; and

WHEREAS, in accordance with the notice, all persons or organizations desiring to be heard on the proposed Urban Renewal Plan, both for and against, have been given an opportunity to be heard with respect thereto and due consideration has been given to all comments and views expressed to this Council in connection therewith and the public hearing has been closed.

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

Section 1. That the findings and conclusions set forth or contained in the proposed "Washington East Commercial Urban Renewal Plan" for the area of the City of Washington, State of Iowa, legally described and depicted in the Plan and incorporated herein by reference (which area shall hereinafter be known as the "Washington East Commercial Urban Renewal Area"), be and the same are hereby adopted and approved as the findings of this Council for this area.

Section 2. This Council further finds:

a) Although relocation is not expected, a feasible method exists for the relocation of any families who will be displaced from the Urban Renewal Area into decent, safe and sanitary dwelling accommodations within their means and without undue hardship to such families;

b) The Urban Renewal Plan conforms to the general plan for the development of the City as a whole; and

c) Acquisition by the City is not immediately expected, however, as to any areas of open land to be acquired by the City included within the Urban Renewal Area:

i. Residential use is not expected, however, with reference to any portions thereof which are to be developed for residential uses, this City Council hereby determines that a shortage of housing of sound standards and design with decency, safety and sanitation exists within the City; that the acquisition of the area for residential uses is an integral part of and essential to the program of the municipality; and that one or more of the following conditions exist:

a. That the need for housing accommodations has been or will be increased as a result of the clearance of slums in other areas, including other portions of the urban renewal area.

b. That conditions of blight in the municipality and the shortage of decent, safe and sanitary housing cause or contribute to an increase in and spread of disease and crime, so as to constitute a menace to the public health, safety, morals, or welfare.

c. That the provision of public improvements related to housing and residential development will encourage housing and residential development which is necessary to encourage the retention or relocation of industrial and commercial enterprises in this state and its municipalities.

d. The acquisition of the area is necessary to provide for the construction of housing for low and moderate income families.

ii. Non-residential use is expected and with reference to those portions thereof which are to be developed for non-residential uses, such non-residential uses are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 3. That the Urban Renewal Area is an economic development area within the meaning of Chapter 403, Code of Iowa; that such area is eligible for designation as an urban renewal area and otherwise meets all requisites under the provisions of Chapter 403, Code of Iowa; and that the rehabilitation, conservation, redevelopment, development, or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of this City.

Section 4. That the Urban Renewal Plan, attached hereto as Exhibit 1 and incorporated herein by reference, be and the same is hereby approved and adopted as the "Washington East Commercial Urban Renewal Plan for the Washington East Commercial Urban Renewal Area"; the Urban Renewal Plan for such area is hereby in all respects approved; and the City Clerk is

hereby directed to file a certified copy of the Urban Renewal Plan with the proceedings of this meeting.

Section 5. That, notwithstanding any resolution, ordinance, plan, amendment or any other document, the Urban Renewal Plan shall be in full force and effect from the date of this Resolution until the Council amends or repeals the Plan. Said Urban Renewal Plan shall be forthwith certified by the City Clerk, along with a copy of this Resolution, to the Recorder for Washington County, Iowa, to be filed and recorded in the manner provided by law.

PASSED AND APPROVED this 20<sup>th</sup> day of June, 2023.

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Mayor

ATTEST:

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City Clerk

*Label the Plan as Exhibit 1 (with all exhibits) and attach it to this Resolution.*

**WASHINGTON EAST COMMERCIAL  
URBAN RENEWAL PLAN**

**for the**

**WASHINGTON EAST COMMERCIAL  
URBAN RENEWAL AREA**

**CITY OF WASHINGTON, IOWA**

**2023**

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**WASHINGTON EAST COMMERCIAL URBAN RENEWAL PLAN  
for the  
WASHINGTON EAST COMMERCIAL URBAN RENEWAL AREA**

**CITY OF WASHINGTON, IOWA**

**A. INTRODUCTION**

The Washington East Commercial Urban Renewal Plan (“Plan” or “Urban Renewal Plan”) for the Washington East Commercial Urban Renewal Area (“Area” or “Urban Renewal Area”) has been developed to help local officials promote commercial and industrial economic development in the City of Washington, Iowa (the “City”). In order to achieve this objective, the City intends to undertake urban renewal activities pursuant to the powers granted to it under Chapter 403 of the *Code of Iowa*, as amended.

**B. DESCRIPTION OF THE URBAN RENEWAL AREA**

The Urban Renewal Area is described in Exhibit A and illustrated in Exhibit B. The City reserves the right to modify the boundaries of the Area at some future date.

**C. AREA DESIGNATION**

With the adoption of this Plan, the City designates this Urban Renewal Area as an area appropriate for the promotion of economic development (commercial and industrial development).

**D. BASE VALUE**

If the Urban Renewal Area is legally established, a Tax Increment Financing (TIF) Ordinance is adopted, and debt is certified prior to December 1, 2023, the taxable valuation as of January 1, 2022, will be considered the frozen “base valuation” of the taxable property within that area covered by the TIF ordinance. If a TIF Ordinance is not adopted until a later date, or debt is not first certified prior to December 1, 2023, the frozen “base value” will be the assessed value of the taxable property within that area covered by the TIF Ordinance as of January 1 of the calendar year preceding the calendar year in which the City first certifies the amount of any debt on the Area.

**E. DEVELOPMENT PLAN**

The City has a general plan for the physical development of the City as a whole, outlined in the City’s Comprehensive Plan, adopted in July 2012. The goals and objectives proposed in this Plan, and the urban renewal projects described herein, are in conformity with the land use policies and plans for the development of the City as a whole established in the Comprehensive Plan.

This Urban Renewal Plan does not in any way replace or modify the City’s current land use planning or zoning regulation process.



The need for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area is set forth in this Plan. As the Area develops, the need for public infrastructure extensions and upgrades will be evaluated and planned for by the City.

#### F. PLAN OBJECTIVES

Renewal activities are designed to provide opportunities, incentives, and sites to promote economic development (commercial and industrial development). More specific objectives for the development, redevelopment, and rehabilitation within the Urban Renewal Area are as follows:

1. To achieve a diversified, well-balanced economy providing a desirable standard of living, creating job opportunities, and strengthening the tax base.
2. To plan for and provide sufficient land for commercial and industrial development in a manner that is efficient from the standpoint of providing municipal services.
3. To provide for the installation of public works and facilities including, but not limited to, water, sanitary sewer, roadways, and other public improvements, which contribute to the revitalization of the area and to the sound development of the entire City.
4. To encourage commercial growth and expansion through governmental policies which make it economically feasible to do business.
5. To provide a more marketable and attractive investment climate through the use of various federal, state and local incentives.
6. To stimulate, through public action and commitment, private investment in new and expanded commercial and industrial development.
7. To improve the conditions and opportunities for commercial and industrial economic development.
8. To help develop a sound economic base that will serve as the foundation for future growth and development.
9. To enhance the City by fostering an entrepreneurial climate, diversifying the local economy, encouraging opportunities for new businesses, and supporting retention of existing businesses.
10. To enhance the health, safety, living environment, general character, and general welfare of Washington, Iowa.
11. To promote development utilizing any other objectives allowed by Chapter 403 of the *Code of Iowa*.

## **G. TYPES OF RENEWAL ACTIVITIES**

To meet the objectives of this Urban Renewal Plan and to encourage the development of the Area, the City intends to utilize the powers conferred under Chapter 403 and Chapter 15A, *Code of Iowa* including, but not limited to, tax increment financing. Activities may include:

1. To undertake and carry out urban renewal projects through the execution of contracts and other instruments.
2. To arrange for or cause to be provided the construction or repair of public infrastructure including but not limited to streets, curb and gutter, street lighting, water, sanitary sewer, public utilities or other facilities in connection with urban renewal projects.
3. To make loans, forgivable loans, grants, tax rebate payments or other types of economic development grants or incentives to private persons, local development organizations, or businesses for economic development purposes on such terms as may be determined by the City Council.
4. To borrow money and to provide security therefor.
5. To acquire or dispose of property.
6. To provide for the construction of specific site improvements such as grading and site preparation activities, access roads and parking, fencing, utility connections, and related activities.
7. To make or have made surveys and plans necessary for the implementation of the Urban Renewal Plan or specific urban renewal projects.
8. To use any or all other powers granted by the Urban Renewal Act to develop and provide for improved economic conditions for the City.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

## **H. ELIGIBLE URBAN RENEWAL PROJECTS**

Although certain project activities may occur over a period of years, the eligible urban renewal projects under this Urban Renewal Plan include:

### **1. Development Agreements:**

A. *Washington Hotel Group, LLC Development Agreement:* The City expects to consider a development agreement with Washington Hotel Group, LLC (or a related entity) (the "Developer"), pursuant to which the Developer would cause the construction of a new hotel and

related site improvements. The development agreement would provide detailed terms and conditions under which the City may make annual tax increment grant payments to the Developer in the amount of up to 100% of the Tax Increment generated by construction of the hotel for up to ten (10) fiscal years, not to exceed a total of \$1,800,000.

**2. Planning, engineering fees (for urban renewal plans), attorney fees, administration, other related costs to support urban renewal projects and planning:**

Project	Estimated Date	Estimated Cost to be funded by TIF Funds
Fees and Costs	Undetermined	Not to exceed \$15,000

**I. FINANCIAL INFORMATION**

1.	July 1, 2022 constitutional debt limit:	\$23,285,692
2.	Current Outstanding General Obligation Debt	\$13,586,731
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects has not yet been determined. This document is for planning purposes only. The estimated project costs in this Plan are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects as described above will be approximately as stated in the next column:	\$1,815,000  This does not include financing costs related to debt issuance, which may be incurred over the life of the Area.

**J. URBAN RENEWAL FINANCING**

The City intends to utilize various financing tools, such as those described below to successfully undertake the proposed urban renewal actions. The City has the statutory authority to use a variety of tools to finance physical improvements within the Area. These include:

**A. Tax Increment Financing.**

Under Section 403.19 of the *Code of Iowa*, urban renewal areas may utilize the tax increment financing mechanism to finance the costs of public improvements, economic development incentives, or other urban renewal projects. Upon creation of a tax increment

district within the Area, by ordinance, the assessment base is frozen and the amount of tax revenue available from taxes paid on the difference between the frozen base and the increased value, if any, is segregated into a separate fund for the use by the City to pay costs of the eligible urban renewal projects. The increased taxes generated by any new development, above the base value, are distributed to the taxing entities, if not requested by the City, and in any event upon the expiration of the tax increment district.

#### B. General Obligation Bonds.

Under Division III of Chapter 384 and Chapter 403 of the *Code of Iowa*, the City has the authority to issue and sell general obligation bonds for specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Area or incentives for development consistent with this Plan. Such bonds are payable from the levy of unlimited ad valorem taxes on all the taxable property within the City. It may be, the City will elect to abate some or all of the debt service on these bonds with incremental taxes from this Area.

The City may also determine to use tax increment financing to provide incentives such as cash grants, loans, tax rebates, or other incentives to developers or private entities in connection with the urban renewal projects identified in this Plan. In addition, the City may determine to issue general obligation bonds, tax increment revenue bonds or such other obligations, or loan agreements for the purpose of making loans or grants of public funds to private businesses located in the Area for urban renewal projects. Alternatively, the City may determine to use available funds for making such loans or grants or other incentives related to urban renewal projects. In any event, the City may determine to use tax increment financing to reimburse the City for any obligations or advances.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

#### **K. PROPERTY ACQUISITION/DISPOSITION**

The City will follow any applicable requirements for the acquisition and disposition of property within the Urban Renewal Area.

#### **L. RELOCATION**

The City does not expect there to be any relocation required of residents or businesses as part of the proposed urban renewal project; however, if any relocation is necessary, the City will follow all applicable relocation requirements.

#### **M. PROPERTY WITHIN AN URBAN REVITALIZATION AREA**

The Urban Renewal Area may (now or in the future) also be located within an established Urban Revitalization Area. Properties within the Urban Renewal Area shall not be eligible for tax

abatement under an Urban Revitalization Plan without the City Council's specific approval. The City Council, at its sole discretion, shall determine which incentives, if any, are available through either: (a) this Plan for urban renewal incentives, if any urban renewal incentives are offered by the City, at the City Council's sole discretion; or (b) tax abatement incentives through the City's Urban Revitalization Plan; or (c) a combination of urban renewal incentives and tax abatement incentives.

#### **N. STATE AND LOCAL REQUIREMENTS**

The City will comply with all State and local laws related to implementing this Urban Renewal Plan and its supporting documents.

#### **O. AREA OF OPERATION/JOINT AGREEMENT**

The property being included in the Urban Renewal Area includes land outside of, but adjacent to, the City's corporate limits. In accordance with Iowa Code Section 403.17(4), a city may exercise urban renewal powers with respect to property which is located outside, but within two miles of its corporate boundaries, only with the consent of the County. A Joint Agreement has been executed by the City of Washington and Washington County, which gives the City permission to include property that is outside, but within two miles of, the City's corporate limits in the Urban Renewal Area in order to proceed with the Plan. A copy of the Joint Agreement is attached as Exhibit C. The original agreement is on file with the City Clerk's office.

#### **P. SEVERABILITY**

In the event one or more provisions contained in the Urban Renewal Plan shall be held for any reason to be invalid, illegal, unauthorized, or unenforceable in any respect, such invalidity, illegality, un-authorization, or unenforceability shall not affect any other provision of this Urban Renewal Plan, and this Urban Renewal Plan shall be construed and implemented as if such provisions had never been contained herein.

#### **Q. URBAN RENEWAL PLAN AMENDMENTS**

This Urban Renewal Plan may be amended from time to time for a number of reasons including, but not limited to, adding or deleting land, adding or amending urban renewal projects, or modifying goals or types of renewal activities. The City Council may amend this Plan in accordance with applicable State law.

#### **R. EFFECTIVE PERIOD**

This Urban Renewal Plan will become effective upon its adoption by the City Council and shall remain in effect until terminated by the City Council.

With respect to the property included within the Urban Renewal Area, which is also included in a Tax Increment Financing (TIF) ordinance which designates that property as a tax increment area and is designated based on an economic development finding, the use of incremental property tax

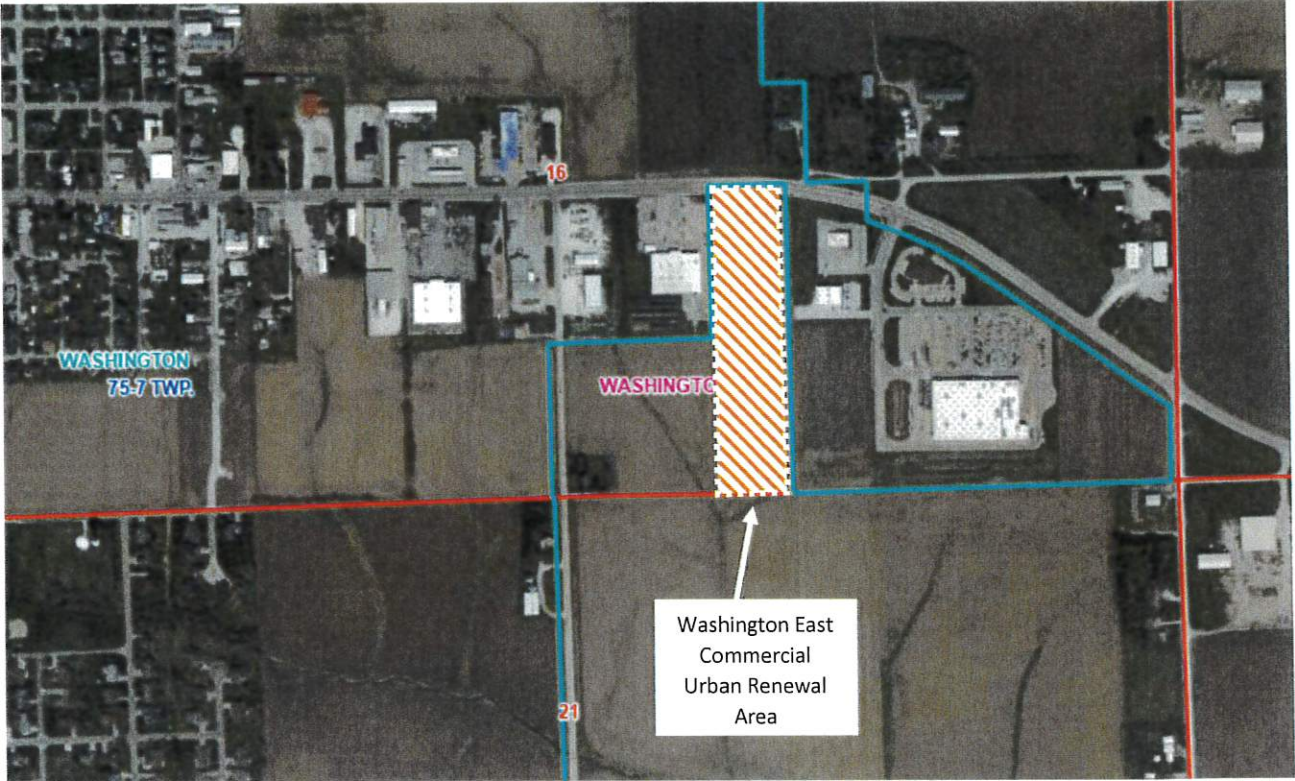
revenues or the "division of revenue," as those words are used in Chapter 403 of the Code of Iowa, is limited to twenty (20) years beginning with the first calendar year following the calendar year in which the City first certifies to the County Auditor the amount of any loans, advances, indebtedness, or bonds which qualify for payment from the incremental property tax revenues attributable to that property within a TIF Ordinance of the Urban Renewal Area. The division of revenues shall continue on the Urban Renewal Area for the maximum period allowed by law.

At all times, the use of tax increment financing revenues (including the amount of loans, advances, indebtedness, or bonds which qualify for payment from the division of revenue provided in Section 403.19 of the *Code of Iowa*) by the City for activities carried out under the Urban Renewal Area shall be limited as deemed appropriate by the City Council and consistent with all applicable provisions of law.

**EXHIBIT A  
LEGAL DESCRIPTION OF  
URBAN RENEWAL AREA**

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

**EXHIBIT B  
MAP OF URBAN RENEWAL AREA**



**Key:**  
Green line = City of Washington current corporate boundaries



**EXHIBIT C**  
**JOINT CITY/COUNTY AGREEMENT**

WHEREAS, the City of Washington, Iowa (the "City") has proposed to establish the Washington East Commercial Urban Renewal Area (the "Urban Renewal Area"), within Washington County, Iowa (the "County"), which Urban Renewal Area would include property that is outside, but within two miles of, its corporate boundaries for the purpose of engaging in proposed urban renewal projects within the Urban Renewal Area; and

WHEREAS, the City Council has reviewed the Urban Renewal Plan for said Urban Renewal Area, and has determined that the proposed Urban Renewal Area and completion of the eligible projects described therein are in the best interests of the City; and

WHEREAS, Iowa Code Section 403.17(4) requires the City to obtain consent of the County to include property that is outside, but within two miles of, the City's corporate limits in the Urban Renewal Area before the City can proceed with the Plan.

NOW THEREFORE, WASHINGTON COUNTY, STATE OF IOWA AND THE CITY OF WASHINGTON, STATE OF IOWA, AGREE AS FOLLOWS:

1. The Board of Supervisors of Washington County, State of Iowa hereby agrees and authorizes the City of Washington, State of Iowa, to establish the Urban Renewal Area as described in the Plan and consents to the City's inclusion of property that is outside, but within two miles of, the City's corporate limits in the Urban Renewal Area.

2. This "joint agreement" is intended to meet the county consent requirements of Iowa Code Chapter 403.17(4) with respect to the City's "area of operation" with respect to the Washington East Commercial Urban Renewal Area located in and within two miles of the City.

3. This Joint Agreement has been duly authorized by the governing bodies of Washington County, State of Iowa and the City of Washington, State of Iowa.

*[Signature pages follow]*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

WASHINGTON COUNTY, STATE OF IOWA

\_\_\_\_\_  
Chairperson, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Auditor

STATE OF IOWA                    )  
  ) SS  
COUNTY OF WASHINGTON        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023, before me a Notary Public in and for the State of Iowa, personally appeared \_\_\_\_\_ and \_\_\_\_\_ to me personally known, who being duly sworn, did say that they are the Chairperson and Auditor, respectively, of Washington County, State of Iowa, a political subdivision, and that the seal affixed to the foregoing instrument is the seal of said political subdivision, and that said instrument was signed and sealed on behalf of said political subdivision by authority and resolution of its Board of Supervisors, and said Chairperson and Auditor acknowledged said instrument to be the free act and deed of said political subdivision by it voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

CITY OF WASHINGTON, STATE OF IOWA

\_\_\_\_\_  
Mayor

ATTEST:

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

STATE OF IOWA                    )  
  ) SS  
COUNTY OF WASHINGTON        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023, before me a Notary Public in and for said County, personally appeared \_\_\_\_\_ and \_\_\_\_\_ to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Washington, State of Iowa, a Municipal Corporation, created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipal Corporation, and that said instrument was signed and sealed on behalf of said Municipal Corporation by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipal Corporation by it voluntarily executed.

\_\_\_\_\_  
Notary Public in and for State of Iowa

02204149-1M1307-065

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF WASHINGTON )

I, the undersigned City Clerk of the City of Washington, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
City Clerk, City of Washington, State of Iowa

(SEAL)

URBAN RENEWAL  
TRANSCRIPT CERTIFICATE

I, the undersigned, being first duly sworn, do hereby depose and certify that I am the duly appointed, qualified and acting City Clerk of the City of Washington, State of Iowa, and that as such City Clerk I have in my possession or have access to the complete corporate records of the City and of its Council and officials, and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that the transcript hereto attached is a true and complete copy of all the corporate records in relation to the authorization of the Washington East Commercial Urban Renewal Plan of the City, and that the transcript hereto attached contains a true and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time, in relation to the authorization of Washington East Commercial Urban Renewal Plan, and that the Council consists of a Mayor and six (6) Council Members, and that such offices were duly and lawfully filled by the individuals listed in the attached transcript as of the dates and times referred to therein.

I further certify that the City is and throughout the period of such proceedings has been governed under the form of municipal government authorized by Chapter 372, Code of Iowa, under the provisions of its charter as recorded with the Secretary of State.

I further certify that all meetings of the City Council of the City at which action was taken in connection with the above named Urban Renewal Plan and Urban Renewal Area were open to the public at all times in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and was duly given at least twenty-four hours prior to the commencement of the meeting by notification of the communications media having requested such notice and posted on a bulletin board or other prominent place designated for the purpose and easily accessible to the public at the principal office of the Council all pursuant to the provisions and in accordance with the conditions of the local rules of the Council and Chapter 21, Code of Iowa.

I further certify that attached hereto are true and accurate copies of the following:

1. Washington East Commercial Urban Renewal Plan (You do not need to attach the Plan to this Certificate if you have attached such Plan and its exhibits to the Authorizing Resolution labeled "Exhibit 1".);
2. Minutes of the meeting or other report of the Planning and Zoning Commission with respect to the conformance of the Washington East Commercial Urban Renewal Plan to the general plan for development of the City as a whole;
3. Report of City Administrator, or her delegate, to the City Council with respect to the consultation held with affected taxing entities on the Washington East Commercial Urban Renewal Plan, with attached copies of any and all written recommendations made with respect thereto and the responses of the City to any such recommendations.
4. Joint Agreement with Washington County, Iowa.

WITNESS my hand and the seal of the City hereto attached this \_\_\_\_\_ day of \_\_\_\_\_, 2023, at Washington, Iowa.

\_\_\_\_\_  
City Clerk, City of Washington, State of Iowa

(SEAL)

STATE OF IOWA )  
 ) SS  
COUNTY OF WASHINGTON )

Subscribed and sworn to before me by \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

(SEAL)

**Attach items listed above to this Transcript Certificate and**  
**send certificate and attachments to Ahlers & Cooney.**

---

**Type of Document:** RESOLUTION ADOPTING WASHINGTON EAST  
COMMERCIAL URBAN RENEWAL PLAN (INCLUDING  
THE PLAN LABELED AS EXHIBIT 1 AND ATTACHED TO  
THE RESOLUTION)

**Return Document to:** Deanna McCusker  
City of Washington  
215 East Washington St.  
Washington, IA 52353

**Preparer Information:** Jenna H.B. Sabroske  
Ahlers & Cooney, P.C.  
100 Court Ave., Ste. #600  
Des Moines, IA 50309  
(515) 243-7611

**Taxpayer Information:** N/A

GRANTORS: N/A

GRANTEES: N/A

**LEGAL DESCRIPTION:** See Exhibit A of the Urban Renewal Plan.  
02205447-1M1307-066

COUNTY RECORDER'S CERTIFICATE

I, \_\_\_\_\_, County Recorder of Washington County, State of Iowa, hereby certify on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, there was filed in my office a copy of the Washington East Commercial Urban Renewal Plan and the Resolution adopting same for the Washington East Commercial Urban Renewal Area, of the City of Washington, State of Iowa, all duly certified, for recording and the same is recorded in Book \_\_\_\_\_ at Page \_\_\_\_\_ of the records in my office.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
County Recorder of Washington County,  
State of Iowa

(COUNTY SEAL)

02205446-1M1307-066



ORDINANCE CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF WASHINGTON )

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

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

First consideration - Date: \_\_\_\_\_  
Vote: In favor \_\_\_\_\_, Opposed \_\_\_\_\_,  
Absent or Abstain \_\_\_\_\_.

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

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

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

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

Southeast Iowa Union  
\_\_\_\_\_, 2023

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

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

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

\_\_\_\_\_  
City Clerk, City of Washington, State of Iowa

(SEAL)

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

02205451-1\11307-066

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

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

Read First Time: \_\_\_\_\_, 2023

Read Second Time: \_\_\_\_\_, 2023

Read Third Time: \_\_\_\_\_, 2023

PASSED AND APPROVED: \_\_\_\_\_, 2023.

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

\_\_\_\_\_  
City Clerk, City of Washington, State of Iowa

(SEAL)

02205449-1\11307-066

CITY CLERK'S CERTIFICATION TO COUNTY AUDITOR

I hereby certify that attached hereto is a true and correct copy of the Tax Increment Ordinance approved by the City Council of the City of Washington, State of Iowa, designated as Ordinance Number \_\_\_\_\_, entitled:

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

approved by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, and duly published on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, the original of which is on file in the records of the undersigned.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
City Clerk of the City of Washington

(CITY SEAL)

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COUNTY AUDITOR'S CERTIFICATE

I, \_\_\_\_\_, County Auditor of Washington County, Iowa, hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, there was filed in my office a true and correct copy of the Tax Increment Ordinance of the City of Washington, State of Iowa, Ordinance Number \_\_\_\_\_, approved by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, all duly certified upon the form attached above.

\_\_\_\_\_  
County Auditor of Washington County, Iowa

(COUNTY SEAL)

02205453-1\11307-066

**RESOLUTION NO. 2023-\_\_\_\_\_**

**A RESOLUTION SETTING A DATE FOR PUBLIC HEARING ON THE PLANS, SPECIFICATIONS, ESTIMATE OF COST AND FORM OF CONTRACT; SETTING A DATE FOR RECEIVING BIDS AND DIRECTING POSTED NOTICE OF THE SAME FOR THE WASHINGTON PUBLIC LIBRARY MAKERSPACE PROJECT**

WHEREAS, the Washington Library has deemed it desirable to plan and develop a community space that will provide learning opportunities for residents and visitors for their Washington Public Library Makerspace (the Project); and,

WHEREAS, preliminary plans and specifications have been drafted for the Project; and,

WHEREAS, it is now time for the City Council to set a public hearing on said plans and specifications as required by Chapter 26 of the Code of Iowa; and,

WHEREAS, it is also now time to set a date for the receipt of bids on this Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Iowa, that a public hearing on the plans, specifications, estimate of cost and form of contract is hereby set for 6:00 p.m. on Tuesday, July 18, 2023 in the Council Chambers at 215 E. Washington Street, Washington, Iowa.

BE IT FURTHER RESOLVED, that the City shall receive bids on this Project until 2:00 p.m. on August 10, 2023.

BE IT FURTHER RESOLVED, that that City shall consider and award bid at 6:00 p.m. August 15, 2023, at the regular session of the City Council.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of the hearing on the plans, specifications, estimate of cost and form of contract no less than four (4) days prior to the hearing date on July 18, 2023.

BE IT FURTHER RESOLVED, that the engineer for the Project is hereby required to post the date to receive bids in an appropriate place as required by Chapter 26 of the Code of Iowa.

PASSED AND APPROVED this 20<sup>th</sup> day of June, 2023.

---

Millie Youngquist, Mayor Pro Tem

ATTEST:

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Sally Y. Hart, City Clerk

## NOTICE TO BIDDERS

### 2023 WASHINGTON PUBLIC LIBRARY MAKERSPACE PROJECT CITY OF WASHINGTON, IOWA

The City of Washington is requesting Bids for the construction of the following project:

#### 2023 WASHINGTON PUBLIC LIBRARY MAKERSPACE PROJECT WASHINGTON, IOWA

Sealed bids for the construction of the Project will be received by the City Clerk of the City of Washington, Iowa, at the City Clerk's Office located at 215 E. Washington Street, Washington, IA 52353 until **Thursday, August 10, 2023, at 2:00 PM** local time. At that time, the Bids received will be publicly opened and read.

The project consists of renovating the lower-level lobby, existing corridor and build out of the existing unfinished storage areas. The scope of work will include the following: demolition of some existing walls, doors and floor slab, installation of new walls, doors, cabinets/counters, flooring, ceilings, and lighting. The area to be renovated is approximately 4,100 SF.

Each proposal shall be made on the bid form prepared for this proposal, which may be obtained from FEH Design and shall be submitted in a sealed envelope marked, 2023 Washington Public Library Makerspace, Washington, Iowa. Each proposal shall be accompanied by a bid bond on the form included in the specifications or another approved form, or a cashier's check or certified check drawn on a bank or credit union in Iowa or a bank chartered under the laws of the United States and filed in a sealed envelope separate from the one containing the proposal.

The contractor's **bid bond**, cashier's or certified check shall be in an amount of **5%** of the bid price made payable to the City of Washington, Iowa.

The bid bond will act as security that, if awarded a contract by resolution of the Council, the Bidder will enter into a contract at the prices bid and furnish the required performance and payment bonds and certificate of insurance. The bid bond will be forfeited and the proceeds retained as liquidated damages if the bidder fails to execute a contract or file acceptable performance and payment bonds and an acceptable certificate of insurance within fifteen (15) days after the acceptance of his proposal by resolution of the council. No bidder may withdraw a proposal within thirty (30) days after the date set for opening bids.

The City of Washington reserves the right to reject any or all bids and to waive informalities. The City of Washington reserves the right to defer acceptance of any bid for a period not to exceed thirty (30) days from the date of receipt of bids.

Bidders shall not be permitted to withdraw their bids for a period of forty-five (45) days after the same are opened.



Payment for said work will be made in cash from proceeds to be received from **Library** funds of said City and/or cash funds of said City that are available and that may be legally used for said purpose.

The work under the proposed contract shall commence within two (2) weeks of the written "Notice to Proceed" or depending on construction schedule on Bid Form. Work shall commence no later than **September 11, 2023**. Work shall be completed in 12-16 weeks or a late completion date of **March 30, 2024**.

Specifications and proposed contract documents are now on file at the City Clerk's Office at 215 E. Washington Street, Washington, Iowa, for examination by bidders or may be obtained electronically by contacting the above. Plans and specifications will also be available at a plan room which can be found by contacting FEH Design, 604 East Grand Ave., Des Moines, Iowa 50309 or by phone at (515) 288-2000.

Neither Owner or Engineer will be responsible for full or partial sets of Bidding Documents. Printed copies of the Bidding Documents may be obtained from the Issuing Office by paying a deposit of \$100 for each set. Bidders who return full sets of the Bidding Documents in good condition within 14 days after Award of Contract will receive a full refund. If all documents are not returned in a reusable condition and within 14 days, the deposit shall be forfeited.

The successful bidder will be required to furnish a corporate surety bond in an amount equal to one hundred percent (**100%**) of the contract price to commencing work on the project. Said bond shall be issued by a responsible surety and shall guarantee the faithful performance of the contract and the terms and conditions until the time of acceptance of the project by the City.

By virtue of statutory authority, a preference will be given to products and provisions grown and produced within the State of Iowa domestic labor, to the extent lawfully required under Iowa statutes. The Iowa Reciprocal Act (SF 2160) applies to the contract with respect to bidders who are not Iowa residents.

**RESOLUTION NO. 2023-\_\_**

**A RESOLUTION AUTHORIZING LEVY,  
ASSESSMENT, AND COLLECTION OF COSTS TO  
THE WASHINGTON COUNTY TREASURER**

WHEREAS, the City of Washington, Iowa is empowered to levy, assess, and collect costs of improvement for water service charges that remain unpaid and delinquent for the following listed property owners:

The property of Scott Egley at 802 North Marion Avenue for the amount of \$204.48. Legal Description (20 DENNYS 2<sup>nd</sup> ADD S1/2 SW1/4). Parcel Number (1117133003).

WHEREAS, due notice was given to the above property owners that said amount would be assessed to the property if payment was not made or an appeal was not made,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WASHINGTON, IOWA that the City Clerk be instructed to certify the above delinquent payment to be assessed against said property as listed above and that the City Clerk certify a copy of this resolution to the Washington County Treasurer.

Passed and Approved this 20<sup>th</sup> day of June, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

Attest:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

**RESOLUTION NO. 2023-\_\_**

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

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

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

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

WHEREAS, the attached application for 4 Circle Drive Washington, a residence owned by Rene and Cheryl Duhamel, Parcel ID 1120257006, has been completed and reviewed by staff and is recommended for approval.

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

Passed and Approved this 20th day of June, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

Attest:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

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

Prior Approval for Intended Improvements

Approval of Improvements Completed

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

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

Residential

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

Commercial/Industrial

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

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

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

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

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

Address of Property: 4 Circle Drive

Legal Description: LOT 1-1 LOT(1) TYLER CIRCLE SUBDIVISION IN THE CITY OF WASHIN  
AS SHOWN PLAT BOOK 31

Title Holder or Contract Buyer: RENE + CHERYL DUHAMEL

PAGE 222 IN WASH/INGTON  
COUNTY BOOK

Address of Owner (if different than above): \_\_\_\_\_

Phone Number (to be reached during the day): 520-341-3580

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

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

Proposed Property Use: NEW HOUSE

Nature of Improvements:  New Construction  Addition  General Improvements

Specify: \_\_\_\_\_

Permit Number(s) from the City of 220153 Building Department

Date Permit(s) Issued: 6/28/22

Permit(s) Valuation: 913,94

[Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: 2/17/23

Estimated or Actual Cost of Improvements: \$241,000.00

Signature: *René N. Duhamel*

Name (Printed) RENE N. DUHAMEL

Title: OWNER

Company: \_\_\_\_\_

Date: 6/15/23

**FOR CITY USE**

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

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

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

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

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

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

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



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

## **Residential Building Permit**

**Permit Number:** 220153  
**Property Address:** 4 Circle Dr.

**Project Cost:** 175000  
**Issue Date:** 06/28/2022  
**Expiration Date:** 11/06/2022

**Job Description:** NEW CONSTRUCTION DUPLEX

**Owner:**  
 A.C.E. SIGNATURE HOMES, LLC  
 305 N. Main St.  
 North Liberty, IA 52317

**Contractor:**  
 CML CONSTRUCTION LLC  
 PO BOX 614  
 WASHINGTON, IOWA 52353

<b>Fees</b>	<b>Amount</b>	<b>Payments</b>	<b>Account Paid</b>
Building Zoning Permit Fee	\$918.94	CML Construction	\$918.94
<b>Total Fee: \$918.94</b>		<b>Total Paid: \$918.94</b>	

**Notes:**

\_\_\_\_\_  
 Issued By Jeff Duwa

\_\_\_\_\_  
 05/10/2022

\_\_\_\_\_  
 Date

**RESOLUTION NO. 2023-\_\_**

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

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

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

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

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

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

Passed and Approved this 20th day of June, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

Attest:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

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

**X**    **Prior Approval for Intended Improvements**                      \_\_\_\_\_ **Approval of Improvements Completed**

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

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

**Residential**

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

**Commercial/Industrial**

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

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

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

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

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

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

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

**Title Holder or Contract Buyer: Matthew Greiner**

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

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

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

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



Proposed Property Use: **Commercial Office**

Nature of Improvements: **X** New Construction  Addition **X** General Improvements

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

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

Date Permit(s) Issued: \_\_\_\_\_

Permit(s) Valuation: \_\_\_\_\_

[Attach approved Building Permit to this application]

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

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

Signature: Matthew T. Greiner

Name (Printed) **Matthew Greiner**

Title: **CEO**

Company: **Greiner Buildings, Inc.**

Date: 6/9/23

**FOR CITY USE**

<b>CITY COUNCIL</b>	Application Approved/Disapproved _____
	Reason (if disapproved) _____
	Date _____ Resolution No. _____
	Attested by the City Clerk _____
<b>ASSESSOR</b>	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.**

*Deanna McCusker City  
Administrator  
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*

*Park Board Members:  
Keely Brower  
Charles Halvorson  
Erin Elgin  
Jane Blieu*

*Parks Superintendent:  
Nick Pacha*

---

MEMO : KEWASH Trail crack filling & Sealing project - Accepting Bid for project

Date : 6/12/2023

The City is responsible for the Asphalt portion (D Ave. to Hwy 1 and Sunset park, lower Sesqua park under railroad trestle to main trail) of the KEWASH trail. It was completely resurfaced in 2018 at a cost of \$100,000. The trail is starting to crack from wear and tear and needs regular maintenance done on it. We need to fill cracks and seal them to prevent them from getting worse and shifting causing trip hazards like the old trail had. I received two bids for the project and my recommendation is below.

We have \$15,000 budgeted for this project in FY24. I would like to get this approved so we can get on the schedule with the company for completion after July 1.

My recommendation is to go with Asphalt Repair Service out of North Liberty.

- Asphalt Repair Service \$11,810
- Black and Yellow Sealing and Stripping \$14,887

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

Thanks,

Nick Pacha

Parks Superintendent





ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

**Contractor's Application for Payment No. 6**

Application Period:	April 25, 2023 - June 10, 2023	Application Date:	6/12/2023
To (Owner):	City of Washington	Via (Engineer):	Garden & Associates, Ltd.
Project:	Country Club View Subdivision	Contract:	DeLong Construction
Contractor's Project No.:		Div. 1 and Div. 2:	
Engineer's Project No.:	7021200		

**Change Order Summary**

Contract Working Day Summary: Original Contract Time: \_\_\_\_\_  
 Added by Change Order: \_\_\_\_\_  
 Contract Time To Date: \_\_\_\_\_  
 Working Days Used to Date: \_\_\_\_\_  
 Working Days Remaining: \_\_\_\_\_

Approved Change Orders	Number	Additions	Deductions
1. ORIGINAL CONTRACT PRICE.....			\$ 1,488,986.75
2. Net change by Change Orders.....			\$
3. Current Contract Price (Line 1 ± 2).....			\$ 1,488,986.75
4. TOTAL COMPLETED AND STORED TO DATE			
(Column F total on Progress Estimates).....			\$ 1,466,286.40
5. RETAINAGE:			
a. 5% X \$1,466,286.40 Work Completed.....			\$ 73,314.32
b. 5% X _____ Stored Material.....			\$
c. Total Retainage (Line 5.a + Line 5.b).....			\$ 73,314.32
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....			\$ 1,392,972.08
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....			\$ 1,017,697.00
8. AMOUNT DUE THIS APPLICATION.....			\$ 375,275.08
9. BALANCE TO FINISH, PLUS RETAINAGE			
(Column G total on Progress Estimates + Line 5.c above).....			\$ 569,346.07
TOTALS			
NET CHANGE BY			
CHANGE ORDERS			

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: \_\_\_\_\_ Date: 6-14-23.

Payment of: \$ 375,275.08  
 (Line 8 or other - attach explanation of the other amount)  
 is recommended by: Paul Dore (Engineer) 6-14-2023 (Date)  
 Payment of: \$ 375,275.08  
 (Line 8 or other - attach explanation of the other amount)  
 is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Contract	Qty	Unit Price	Ext	Qty Complete Prior Period	Ext	Qty Complete This Period	Ext	Total Qty Complete to date	Ext
101 CLEARING & GRUBBING	1	\$ 5,800.00	\$ 5,800.00	0.5	\$ 2,900.00	0.5	\$ 2,900.00	0.5	\$ 2,900.00
102 EXCAVATION, CLASS 10	7625	\$ 6.00	\$ 45,750.00	4650	\$ 27,900.00	1350	\$ 8,100.00	6000	\$ 36,000.00
103 SUBGRADE PREP, 12" THICK	7620	\$ 1.25	\$ 9,525.00	7320	\$ 9,150.00	300	\$ 375.00	7620	\$ 9,525.00
104 SUBBASE, MODIFIED	6835	\$ 8.00	\$ 54,680.00	5000	\$ 40,000.00	1835	\$ 14,680.00	6835	\$ 54,680.00
105 COMPACTON TESTING	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00	1	\$ 5,000.00	1	\$ 5,000.00
106 SUBBASE, CLASS A	345	\$ 8.00	\$ 2,760.00	0	\$ -	0	\$ -	0	\$ -
107 TRENCH FOUNDATION	50	\$ 25.00	\$ 1,250.00	0	\$ -	0	\$ -	0	\$ -
108 TRENCH COMPACTON TESTING	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00	1	\$ 5,000.00	1	\$ 5,000.00
109 SANITARY SEWER GRAVITY MAIN, PVC, 8"	2330	\$ 40.00	\$ 93,200.00	2330	\$ 93,200.00	2330	\$ 93,200.00	2330	\$ 93,200.00
110 SANITARY SEWER FORCE MAIN, PVC, 2"	65	\$ 30.00	\$ 1,950.00	40	\$ 1,200.00	40	\$ 1,200.00	40	\$ 1,200.00
111 SANITARY SEWER SERVICE STUB, PVC, 4"	1455	\$ 47.00	\$ 68,385.00	1455	\$ 68,385.00	1455	\$ 68,385.00	1455	\$ 68,385.00
112 STORM SEWER, RCP, 12"	28	\$ 60.00	\$ 1,680.00	0	\$ -	40	\$ 2,600.00	40	\$ 2,600.00
113 STORM SEWER, RCP, 15"	22	\$ 65.00	\$ 1,430.00	0	\$ -	28	\$ 1,880.00	51	\$ 3,068.00
114 STORM SEWER, RCP, 15"	42	\$ 60.00	\$ 2,520.00	23	\$ 1,380.00	28	\$ 1,680.00	51	\$ 3,068.00
115 STORM SEWER, RCP OR CS900 PVC, 12"	765	\$ 43.00	\$ 32,895.00	733	\$ 31,519.00	35	\$ 1,505.00	768	\$ 33,024.00
116 STORM SEWER, 15"	731	\$ 69.00	\$ 50,439.00	731	\$ 50,439.00	731	\$ 50,439.00	731	\$ 50,439.00
117 STORM SEWER, 24"	140	\$ 90.00	\$ 12,600.00	140	\$ 12,600.00	3	\$ 1,500.00	140	\$ 12,600.00
118 STORM SEWER, 30"	3	\$ 500.00	\$ 1,500.00	0	\$ -	3	\$ 1,500.00	3	\$ 1,500.00
119 PIPE APRON, ALL TYPES, 15"	1	\$ 1,050.00	\$ 1,050.00	1	\$ 1,050.00	1	\$ 1,050.00	1	\$ 1,050.00
120 PIPE APRON, ALL TYPES, 30"	1	\$ 1,150.00	\$ 1,150.00	1	\$ 1,150.00	1	\$ 1,150.00	1	\$ 1,150.00
121 PIPE APRON GUARD (30" APRON)	3410	\$ 5.75	\$ 19,607.50	3192	\$ 18,354.00	130	\$ 1,035.00	3372	\$ 19,389.00
122 SUBDRAIN, LONGITUDINAL, 4"	1080	\$ 18.00	\$ 18,540.00	0	\$ -	1030	\$ 18,540.00	1030	\$ 18,540.00
123 FOOTING DRAIN COLLECTOR, PVC OR HDPE, 8"	5	\$ 1,000.00	\$ 5,000.00	0	\$ -	5	\$ 5,000.00	5	\$ 5,000.00
124 FOOTING DRAIN CLEANOUT, 8"	12	\$ 250.00	\$ 3,000.00	10	\$ 2,500.00	2	\$ 500.00	12	\$ 3,000.00
125 SUBDRAIN OUTLETS & CONNECTIONS, 4" OR 6"	4	\$ 500.00	\$ 2,000.00	0	\$ -	4	\$ 2,000.00	4	\$ 2,000.00
126 FOOTING DRAIN OUTLETS & CONNECTIONS, 8"	645	\$ 30.00	\$ 19,350.00	0	\$ -	715	\$ 21,450.00	715	\$ 21,450.00
127 STORM SEWER SERVICE STUBS, PVC, 4"	90	\$ 30.00	\$ 2,700.00	80	\$ 2,400.00	80	\$ 2,400.00	80	\$ 2,400.00
128 WATER MAIN, CS900, 4"	2060	\$ 38.00	\$ 78,280.00	2220	\$ 84,360.00	2220	\$ 84,360.00	2220	\$ 84,360.00
129 WATER SERVICE PIPE, TYPE K COPPER, 1"	1625	\$ 20.00	\$ 32,500.00	1845	\$ 36,900.00	1845	\$ 36,900.00	1845	\$ 36,900.00
130 WATER SERVICE CORP, 1"	40	\$ 325.00	\$ 13,000.00	39	\$ 12,675.00	39	\$ 12,675.00	39	\$ 12,675.00
131 WATER SERVICE CURB STOP & BOX, 1"	8	\$ 1,750.00	\$ 14,000.00	9	\$ 15,750.00	9	\$ 15,750.00	9	\$ 15,750.00
132 GATE VALVE, 8"	40	\$ 325.00	\$ 13,000.00	39	\$ 12,675.00	39	\$ 12,675.00	39	\$ 12,675.00
133 FIRE HYDRANT ASSEMBLY	5	\$ 5,855.00	\$ 29,275.00	5	\$ 29,275.00	5	\$ 29,275.00	5	\$ 29,275.00
134 WATER MAIN CONNECTION NO. 1	1	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00	1	\$ 2,000.00	1	\$ 2,000.00
135 WATER MAIN CONNECTION NO. 2	1	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00	1	\$ 1,500.00	1	\$ 1,500.00
136 WATER METER PIT	1	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00	1	\$ 1,000.00	1	\$ 1,000.00
137 MANHOLE, SW-301, 48" DIA.	9	\$ 5,200.00	\$ 46,800.00	9	\$ 46,800.00	9	\$ 46,800.00	9	\$ 46,800.00
138 MANHOLE, SW-401, 48" DIA.	1	\$ 4,150.00	\$ 4,150.00	1	\$ 4,150.00	1	\$ 4,150.00	1	\$ 4,150.00
139 MANHOLE, SW-401, 60" DIA.	1	\$ 7,300.00	\$ 7,300.00	1	\$ 7,300.00	1	\$ 7,300.00	1	\$ 7,300.00
140 MANHOLE, SW-401, 60" DIA.	4	\$ 5,030.00	\$ 20,120.00	2	\$ 10,060.00	2	\$ 10,060.00	4	\$ 20,120.00
141 INTAKE, SW-501	4	\$ 5,375.00	\$ 21,500.00	4	\$ 21,500.00	4	\$ 21,500.00	4	\$ 21,500.00
142 INTAKE, SW-502, 48" DIA.	3	\$ 9,650.00	\$ 28,950.00	3	\$ 28,950.00	3	\$ 28,950.00	3	\$ 28,950.00
143 INTAKE, SW-503	3	\$ 850.00	\$ 2,550.00	1	\$ 2,950.00	1	\$ 2,950.00	1	\$ 2,950.00
144 INTERNAL DROP CONNECTION	1	\$ 2,950.00	\$ 2,950.00	1	\$ 2,950.00	1	\$ 2,950.00	1	\$ 2,950.00
145 INTAKE, SW-512, CASE 1, 18" RISER OR PVC AREA DRAI	1	\$ 47.45	\$ 301,070.25	0	\$ -	6363.57	\$ 301,951.40	6363.57	\$ 301,951.40
146 PAYMENT, PCC, 7" THICK	6345	\$ 2,000.00	\$ 12,690.00	0	\$ -	1	\$ 2,000.00	1	\$ 2,000.00
147 PCC PAYMENT SAMPLES & TESTING	1	\$ 2,000.00	\$ 2,000.00	0	\$ -	0	\$ -	0	\$ -
148 DRIVEWAY, GRANULAR, CLASS A	75	\$ 25.00	\$ 1,875.00	0	\$ -	0	\$ -	0	\$ -
149 DRIVEWAY, GRANULAR, MACADAM STONE BASE	75	\$ 25.00	\$ 1,875.00	0	\$ -	0	\$ -	0	\$ -
150 PAVEMENT REMOVAL	200	\$ 6.50	\$ 1,300.00	0	\$ -	200	\$ 1,300.00	200	\$ 1,300.00
151 TEMPORARY TRAFFIC CONTROL	1	\$ 2,350.00	\$ 2,350.00	0.5	\$ 1,175.00	0	\$ -	0.5	\$ 1,175.00
152 HYDRAULIC SEEDING, FERTILIZING & MULCHING	1	\$ 10,500.00	\$ 10,500.00	0	\$ -	0	\$ -	0	\$ -

Item No	Description	Quantity	Unit	Rate	Amount	Value of Completed Work	Prior Est	Value of Materials in Storage	Total	MSI Portion	City Portion	MSI Div 1	City Div 1	Division 2	Total
153	SWPPP PREPARATION	1	LS	\$ 1,000.00	\$ 1,000.00										\$ 1,000.00
154	SWPPP MANAGEMENT	1	LS	\$ 1,500.00	\$ 1,500.00										\$ 1,500.00
155	RIP RAP, CLASS D	40	TON	\$ 50.00	\$ 2,000.00										\$ 2,000.00
156	SILT FENCE	1200	LF	\$ 2.00	\$ 2,400.00										\$ 2,400.00
157	SILT FENCE, REMOVE SEDIMENT	1200	LF	\$ 1.00	\$ 1,200.00										\$ 1,200.00
158	SILT FENCE, REMOVE DEVICE	1200	LF	\$ 1.00	\$ 1,200.00										\$ 1,200.00
159	MOBILIZATION	1	LS	\$ 37,000.00	\$ 37,000.00										\$ 37,000.00
201	TRENCH FOUNDATION	20	TON	\$ 25.00	\$ 500.00										\$ 500.00
202	SAINTARY SEWER GRAVITY MAIN, TRENCHED, PVC, 8"	16	LF	\$ 350.00	\$ 5,600.00										\$ 5,600.00
203	SAINTARY SEWER GRAVITY MAIN, TRENCHLESS, 8"	510	LF	\$ 498.00	\$ 253,980.00										\$ 253,980.00
204	MANHOLE, SW-301, 48" DIA.	2	EA	\$ 13,850.00	\$ 27,700.00										\$ 27,700.00
205	CONNECTION TO EXISTING MANHOLE	1	EA	\$ 12,000.00	\$ 12,000.00										\$ 12,000.00
206	HYDRAULIC SEEDING, FERTILIZING, & MULCHING	1	LS	\$ 7,500.00	\$ 7,500.00										\$ 7,500.00
207	MOBILIZATION	1	LS	\$ 28,500.00	\$ 28,500.00										\$ 28,500.00
					\$ 1,488,986.75		\$ 1,071,260.00		\$ 1,071,260.00						\$ 1,456,286.40

Value of Completed Work	Prior Est	Value of Materials in Storage	Total	MSI Portion	City Portion	MSI Div 1	City Div 1	Division 2	Total
\$ 1,488,986.75	\$ 1,071,260.00	\$ -	\$ 1,071,260.00	\$ 350,415.75	\$ 779,957.64	\$ 350,415.75	\$ 779,957.64	\$ 122,458.18	\$ 1,456,286.40

Division 1	MSI Portion	City Portion	Total
\$ 350,415.75	\$ 779,957.64	\$ 1,130,373.40	\$ 1,130,373.40

Amount to Contractor	Total	MSI Div 1	City Div 1	Division 2	Total
\$ 350,415.75	\$ 779,957.64	\$ 350,415.75	\$ 779,957.64	\$ 122,458.18	\$ 1,456,286.40
Less Previous Payments	\$ 17,520.79	\$ 17,520.79	\$ 38,997.88	\$ 16,795.65	\$ 395,026.40
Amount Due This App	\$ 216,539.69	\$ 216,539.69	\$ 482,019.96	\$ 319,117.35	\$ 375,275.08

City Portion  
Not to Exceed \$800,000

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

AN ORDINANCE AMENDING CHAPTER 92, WATER RATES  
AND CHAPTER 99, SEWER USER CHARGE

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

SECTION 1. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 92.02, titled, "Rates for Service", is hereby amended to read as follows by amending Section 92.02 (1) and (2):

**"92.02 RATES FOR SERVICE.** Water service shall be furnished at the following rates with the City:

1. Base Charge. There shall be a basic monthly water service charge of nineteen dollars and fifty-five cents (\$19.55) per account.
2. Usage Rates. Customers shall be charged for water usage in accordance with the following rate schedule:

*(Code of Iowa, Sec. 384.84[1])*

Cubic Feet Used Per Month	Rate
All Usage	\$5.46 per 100 cubic feet

SECTION 2. The Code of Ordinances of the City of Washington, Iowa, 2014, Section 99.01, titled, "Rates for Service", is hereby amended to read as follows by amending Section 99.01(1) and (2):

**"99.01 SEWER SERVICE CHARGES REQUIRED.** The monthly sewer use charge shall be in accordance with the following:

1. Non-Residential Customers.

A. For each water meter of every nonresidential property receiving municipal sewer service using 1,400 cubic feet or less of water, with or without a water meter, the charge shall be an amount equal to the sum of \$31.50 per month plus \$4.91 per 100 cubic feet of water used.

B. For each water meter of every nonresidential property receiving municipal sewer service using between 1,401 and 15,000 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$63.00 per month plus \$4.91 per 100 cubic feet of water used.

C. For each water meter of every nonresidential property receiving municipal sewer service using between 15,001 and 100,000 cubic feet of

water, with or without a water meter, the charge shall be an amount equal to the sum of \$126.00 per month plus \$4.91 per 100 cubic feet of water used.

D. For each water meter of every nonresidential property receiving municipal sewer service using more than 100,001 cubic feet of water, with or without a water meter, the charge shall be an amount equal to the sum of \$252.00 per month plus \$4.91 per 100 cubic feet of water used.

2. Residential Customers. For each water meter of every residential property (including multiple-family residential properties) receiving municipal sewer service, with or without a water meter, the charge shall be an amount equal to the sum of \$31.50 per month per dwelling unit plus \$4.91 per 100 cubic feet of water used."

**SECTION 3. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

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

**SECTION 5. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED AND APPROVED by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

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

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

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

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

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



**City of Washington, Iowa**  
**Water Enterprise Fund**

**EXHIBIT 1**

Grand Assumptions	
Water Usage	0.00%
Operating Expenses	4.00%
Interest Rate	0.00%
Group Insurance & Utilities	0.00%

Year	6/15/2020	6/15/2021	6/15/2022	6/15/2023	6/15/2024	6/15/2025	6/15/2026	6/15/2027
Rate of Return	7.47%	7.47%	7.47%	7.47%	7.47%	7.47%	7.47%	7.47%
Operating Expenses	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Interest Rate	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

**Audited Financial Statements**

**Unaudited**

**Budget**

**Projected**

**Projected**

**Projected**

**Projected**

**Projected**

	6/15/2018	6/15/2019	12/1/2020	6/15/2021	6/15/2022	6/15/2023	6/15/2024	6/15/2025	6/15/2026	6/15/2027
<b>Operating Revenues</b>										
Usage Fees	\$936,278	\$852,914	\$967,339	\$947,919	\$995,315	\$1,080,870	\$1,187,958	\$1,277,955	\$1,360,064	\$1,448,468
Basic Rate Fees	643,609	646,706	652,614	655,720	655,720	718,013	782,634	841,332	896,018	954,260
Penalties	76,741	61,602	67,570	66,959	67,000	67,000	67,000	67,000	67,000	67,000
Sales Tax/WET	108,566	83,243	90,930	93,958	106,316	128,552	137,941	148,287	157,926	168,191
Water Deposits	21,825	21,300	20,400	17,100	25,000	25,000	25,000	25,000	25,000	25,000
Miscellaneous	8,725	11,262	5,044	23,823	6,480	6,400	6,400	6,400	6,400	6,400
Total Operating Revenues	\$1,790,735	\$1,677,026	\$1,783,897	\$1,804,659	\$1,885,751	\$2,082,835	\$2,206,954	\$2,365,074	\$2,512,408	\$2,669,319
<b>Operating Expenses</b>										
Personnel	\$441,677	\$421,792	\$443,619	\$427,704	\$470,350	\$489,164	\$508,751	\$528,080	\$550,243	\$572,253
Group Insurance	143,940	160,519	168,985	162,273	170,831	162,498	169,257	175,085	180,000	185,000
Repairs & Maintenance	159,392	160,200	160,200	101,772	111,200	115,648	120,274	125,085	130,000	135,292
Utilities	219,390	209,805	217,334	226,781	225,000	245,000	262,400	280,000	300,000	320,000
Contractual	37,598	32,940	92,197	56,123	71,700	74,568	77,551	80,653	83,879	87,234
Commodities / Other Supplies	75,761	200,402	186,401	140,248	110,500	114,920	119,517	124,297	129,269	134,440
Taxes	93,162	85,621	89,909	93,804	106,316	106,316	137,941	148,287	157,926	168,191
Water Deposit Refunds	18,865	18,075	84,068	15,075	95,000	98,800	102,752	106,862	111,137	115,582
Miscellaneous	3,142	1,873	2,087	9,694	6,972	7,254	7,544	7,846	8,160	8,486
Total Operating Expenses	\$1,784,571	\$1,391,051	\$1,318,316	\$1,314,798	\$1,391,272	\$1,479,403	\$1,561,007	\$1,645,743	\$1,734,225	\$1,828,084
Net Operating Income	\$96,164	\$285,975	\$465,581	\$489,861	\$494,479	\$603,432	\$645,927	\$719,331	\$778,183	\$841,235
Interest Income	1,263	277	251	723	500	0	0	0	0	0
Net Revenue for Debt Service	\$97,427	\$286,252	\$465,832	\$490,584	\$494,979	\$603,432	\$645,927	\$719,331	\$778,183	\$841,235

*Millie Youngquist, Mayor Pro Tem  
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*

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June 12, 2023

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

From: Deanna McCusker  
City Administrator

Re: Stop Sign on Augusta National Blvd and Nutmeg Ave

Since Augusta National Blvd. (road through Country Club View subdivision) is now constructed and open to traffic, stop signs need to be placed at both the East and West intersections to promote safety for motorists. So a stop sign will be placed on Augusta National Blvd at the intersection of S. E Ave and also at the intersection of Augusta National Blvd. and Country Club Road. Additionally, a stop sign from Nutmeg Ave approaching S. E Ave needs to be added.

Thank you for your consideration.

ORDINANCE NO. 2023- \_\_\_\_\_

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

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

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

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

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

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

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

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

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

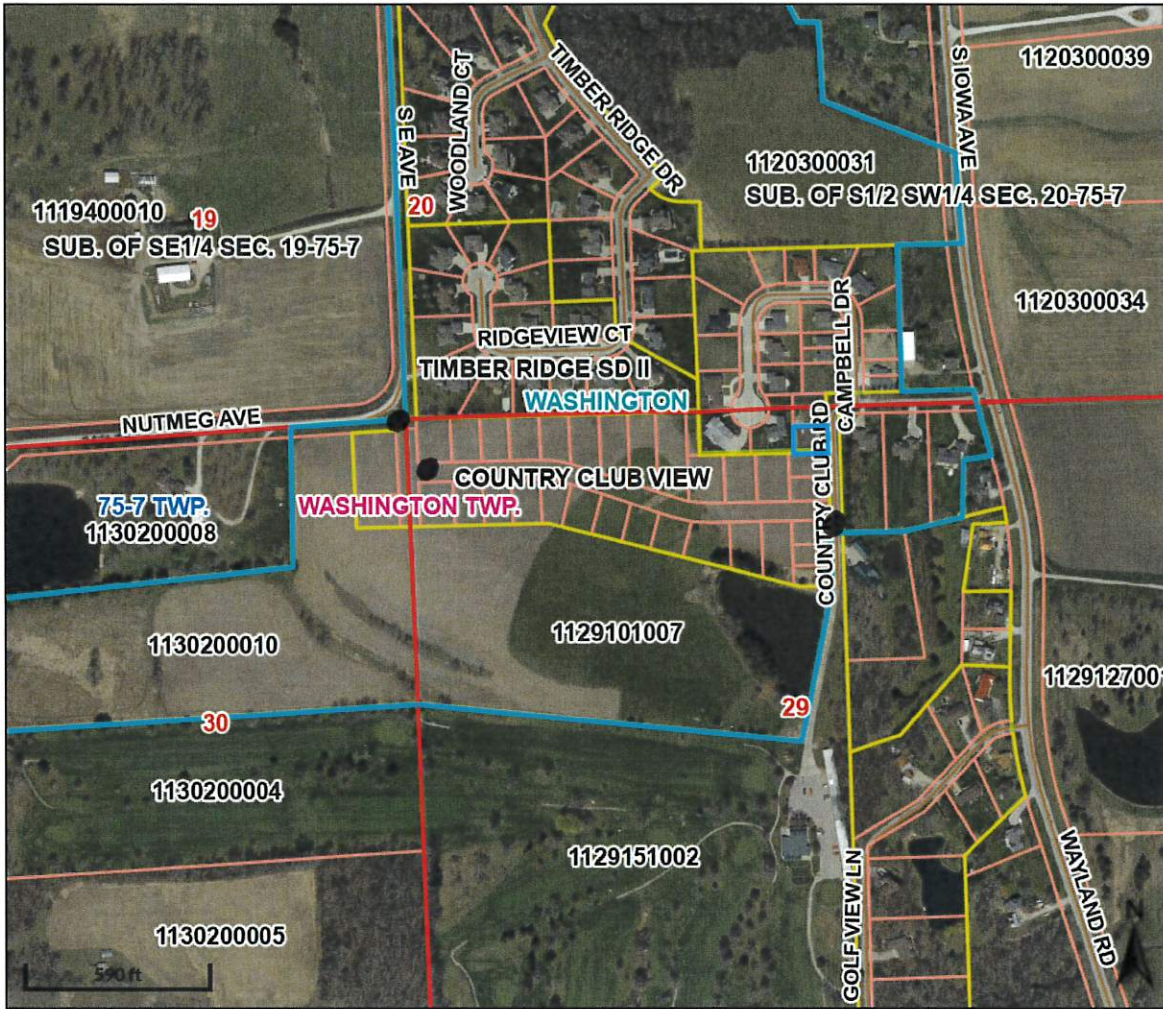
SECTION 5. **Effective Date.** This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Sally Y. Hart, City Clerk



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

● Stop Sign Locations

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

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

*Millie Youngquist, Mayor Pro Tem  
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*

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June 15, 2023

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

From: Deanna McCusker  
City Administrator

Re: Parking Regulations Ordinance Amendment

It was briefly discussed that when street cleaning is done around the square, they do not do the middle parking area. It would make sense that we restrict the parking around the square from 10:00 p.m. to 6:00 a.m. on Thursday evenings for street cleaning but allow residents to utilize the center parking though. This would still allow downtown residents to park in the downtown on Thursday nights.

Additionally, the amendment to the "Parking Limited to Two Hours" is required since it was discovered that this section was to be included but was not depicted in the City Code. There are signs already stating that parking is limited to two hours. Adding this just simply puts it in the Code.

ORDINANCE NO. 2023- \_\_\_\_\_

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

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

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

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

1. Between the hours of 10:00 p.m. on Thursday and 6:00 a.m. on the following Friday of each week; **except for center parking.**
2. Between the hours of 10:00 p.m. and 6:00 a.m. when signs are posted in the northwest and southeast corners of Central Park for snow removal.

(Code of Iowa, Sec. 321.236[1])

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

8. South Marion from Main Street to Washington Street

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

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

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

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

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

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

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

*Millie Youngquist, Mayor Pro Tem  
Sally Hart, City Clerk  
Kevin Olson, City Attorney  
Deanna McCusker, City Administrator*



*City of Washington  
215 East Washington Street  
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June 15, 2023

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

From: Deanna McCusker  
City Administrator

Re: Changes to the employee handbook

At this time I would ask City Council to not consider the change to the employee handbook concerning overtime pay during holiday weeks. It would be beneficial to review the entire handbook late summer/early fall and see what other changes/additions/deletions might need to be made to make things fairer across the board.

Thank you for your consideration.



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



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215 East Washington Street  
Washington, Iowa 52353  
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June 16, 2023

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

From: Deanna McCusker  
City Administrator

Re: Quotes received for storm sewer at Marion Avenue Church Alley

As directed by City Council at the May 16<sup>th</sup> meeting, three quotes were received for pricing for tying the downspouts into the storm sewer system.

Cornerstone	\$14,800
Delong Construction	\$9,920
G&R Miller	\$11,040

As previously discussed, Marion Avenue will pay for the downspouts getting tied into the storm sewer system. They had also agreed to pay for 33% of the alley repair or \$10,000. Recent conversations between Abe Koehn and JJ were held and some alternative options were mentioned. Abe plans on attending the council meeting to discuss these alternative options.

Best Case:

Marion Avenue pays for downspouts to be tied into storm drain  
Marion Avenue pays \$10,000 for the concrete in front of new building  
City of Washington replaces all of the alley between MARION AVE. and S. AVE B

Alternative #1:

Marion Avenue pays for downspouts to be tied into storm drain  
Marion Avenue pays \$10,000 for the concrete in front of new building  
City of Washington replaces alley per original plan (halfway), PLUS repairing the damaged areas on the east portion of the alley (patching)

Alternative #2:

Marion Avenue pays for downspouts to be tied into storm drain  
Marion Avenue pays \$10,000 for the concrete in front of new building

City of Washington replaces alley per original plan (halfway)

I would recommend that we repair the west part of the alley, splitting the cost with Marion Avenue and having them pay for tying in the downspouts to the storm sewer as originally presented.

**BJ Miller**

Wed, Jun 7,  
5:48 PM (20  
hours ago)

to Sharon,  
Jason, me, BJ

JJ, Existing intake connection concreted in/ 220 ft 8" dual wall storm sewer with fittings included/ backfilled with rock/ ran up the alley and connected to the two church downspouts/

Utility locates/concrete slab at church removed/ seeding complete.

Lump sum \$14,800.00



"Our Business is Earth Moving, Our Quality is World Class"

An EEO/AA Employer

An Iowa DOT Certified DBE / WBE Contractor

1320 North 8<sup>th</sup> Avenue  
PO Box 488  
Washington, Iowa 52353

Ph: 319-653-3334  
F: 319-653-3351  
[www.delonginc.com](http://www.delonginc.com)

PROJECT: MARION AVENUE CHURCH ALLEY RESTORATION - HOOK UP ROOF DRAINS

DATE: 6/9/2023

LOCATION: WASHINGTON, IA

ITEM #	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
1	Connection to existing intake	1	EA	\$1,000.00	\$1,000.00
2	Concrete pad removal	1	LS	\$500.00	\$500.00
3	8" Dualwall N12 Storm sewer	220	LF	\$36.00	\$7,920.00
4	Downspout Connections	1	EA	\$500.00	\$500.00

**TOTAL: \$9,920.00**

**EXCLUSIONS:**

Construction staking or survey  
Private utility locates. DeLong is responsible for Iowa OneCall only.  
Any local, state or federal permitting required to perform the above scope  
Concrete removal. To be done by others.

**NOTES:**

Quote good for 30 days

DELONG CONSTRUCTION, INC.

  
BRENDAN DELONG  
Project Manager  
319-461-3796

# G&R Miller Construction

1002 W. Monroe, Washington, IA 52353 [www.grmillerconstruction.com](http://www.grmillerconstruction.com)

Office: (319) 653-2553 | Fax: (319) 653-3205 | Toll Free: 800-362-1859

June 7, 2023

City of Washington  
PO Box 516  
Washington, IA 52353

Attn JJ Bell

RE: Marion Ave Baptist Church Storm Sewer

We are pleased to quote the following:

1-Intake Connection  
1-Lump Sum Utility Locates  
220' LF of 8" Plastic Dual-wall storm sewer  
1-Concrete pad removal by Church  
1-Intake with grate

Prices includes labor and materials.

Prices DOES NOT include any alley concrete removal

TOTAL \$11040.00

Thank you for the opportunity to quote this work. For any questions, please feel free to give us a call.

Sincerely



Rick A. Miller  
President

**RESOLUTION NO. 2023-\_\_**

**A RESOLUTION APPROVING THE QUOTE FOR THE ALLEY PROJECT**

WHEREAS, two quotes were received for the alley repair project located between S B Ave & S Marion Ave between W Jefferson and W. Washington.

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

Section 1. That the following quote for the construction of certain public improvements be and is hereby accepted, the same being the lowest responsible quote received for said work, as follows:

Contractor: Coleman Construction, Inc.

Amount of Bid: \$24,272.50

PASSED AND APPROVED, this 16<sup>th</sup> day of May, 2023.

\_\_\_\_\_  
Millie Youngquist, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Sally Y. Hart, City Clerk

## **Sally Hart**

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**From:** JJ Bell <jjbell@washingtoniowa.gov>  
**Sent:** Monday, April 24, 2023 3:21 PM  
**To:** Deanna McCusker; Sally Hart  
**Subject:** Alley Quote by Marion Ave Church

Coleman quote for 2,555 sq ft @ \$9.50 comes to \$24,272.50  
I am working on another quote from Bruty Construction.  
The church is willing to pay \$10,000 if the City pays the rest.  
I would like this to go to Council obviously, either May 2 or more than likely May 16.  
I will let you know what Bruty comes back with, thanks

---  
J J Bell  
Superintendent  
City of Washington  
Maintenance & Construction Dept  
515 East 6th St  
Washington, IA, 52353  
[jjbell@washingtoniowa.gov](mailto:jjbell@washingtoniowa.gov)  
Cell:319-653-1538

# BID/ESTIMATE

Gr  
70  
W

**Greg Bruty Construction, LLC**

701 East 14<sup>th</sup> Street

Washington, LA 52858

319-461-4808

greg.bruty@gmail.com

**DATE: APRIL 27, 2023**

**BID/ESTIMATE TO:**  
City of Washington  
Attn: J. J. Bell

**JOB SITE:**  
Alley at Marion Avenue Church

DESCRIPTION	AMOUNT
Remove & replace the alley at Marion Avenue Church	
2,555 sq. ft. @ \$9.75/sq. ft.	
<b>TOTAL BID/ESTIMATE</b>	<b>\$24,911.00</b>

Thank you for the opportunity to bid on your job!