



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD IN THE
FIRE DEPARTMENT TRAINING ROOM,
215 E. WASHINGTON STREET
AT 6:00 P.M., TUESDAY, SEPTEMBER 15, 2020

*****To reduce the spread of the COVID-19 illness, members of the public interested in attending the meetings may choose to participate by electronic meeting (ZOOM) access. To request a Zoom link and password, please contact irosien@washingtioniowa.gov or bhinson@washingtioniowa.gov prior to the meeting time.**

The physical meeting will still be open to the public. However, if you would like to submit comments for the Council's information, please provide these either to either of the above listed email addresses or to any City Councilor.

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, September 15, 2020 to be approved as proposed or amended.

Consent:

1. Council Minutes August 18, 2020
2. IA Municipalities Workers Compensation Assoc., Installment #3, \$6,699.00
3. Pickens, Barnes, & Abernathy, Northway Well & Pump Lawsuit, \$2,155.00
4. Fox Engineering, N. 4th Ave. Street and Utility Improvements, \$13,260.00
5. Fox Engineering, Wastewater Treatment Plant, \$465.25
6. Fox Engineering, Water Distribution System Study, \$6,230.40
7. ECICOG, CDBG Housing Rehabilitation Grant Application, \$3,000.00
8. Farnsworth Group, Washington City Hall/Police Station Project, \$3,650.21
9. Department Reports

Consent – Other:

1. Bushong Construction, City Hall/Police Station Project, Pay App #11, \$151,258.61
2. DeLong Construction, South Avenue E Reconstruction, Pay App #2, \$101,123.37
3. DeLong Construction, Wellness Park Ballfields and Roadway, Pay App #5, \$399,857.21

Claims & Financial Reports:

Claims for September 15, 2020
Financial Reports – August, 2020

SPECIAL PRESENTATION

- Washington For Justice.
- Shop Hop Event – Jennifer Ross/Leslie Allender Request.

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

PUBLIC HEARING

- Voluntary Annexation of Certain Properties (Bell Land)
- Discussion and Consideration of a Resolution Approving Voluntary Annexation of Certain Properties (Bell Land)

NEW BUSINESS

1. Discussion and Consideration of Quote for Water Treatment Plant Stack Extension.
2. Discussion and Consideration of Concrete Bids for the Foundation and Floor for the Relocation of the Jones Garage (S. 2nd Ave.) to Elm Grove Cemetery.
3. Discussion and Consideration of a Resolution Approving the 2020 Street Financial Report.
4. Discussion and Consideration of a Resolution Authorizing Fiscal Year End 2020 Transfers.
5. Discussion and Consideration of Setting a Public Hearing on a Development Agreement for 314 North Avenue C Redevelopment.
6. Discussion and Consideration of Seeking Bids for Demolition – 314 & 320 N. Ave. C
7. Discussion and Consideration of Advertising Plan and Position Profile for City Clerk/Development Director Position.
8. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 65 – Special Stops Required (North Avenue D Westbound at West 7th Street)
9. Discussion and Consideration of First Reading of an Ordinance Amending Chapter 69.08 – No Parking Zones (South Avenue C from Madison to Tyler)
10. Discussion and Consideration of Second Reading of an Ordinance Amending

Chapters 18 & 21 (City Clerk/Development Services Director).

11. Discussion and Consideration of Third Reading of an Ordinance Amending Chapter 41.14 (Fireworks)

WORKSHOP

Discussion – Elected Official Wages.

DEPARTMENTAL REPORT

Police Department

City Attorney

City Administrator

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor

Brendan DeLong

Steven Gault

Elaine Moore

Danielle Pettit-Majewski

Fran Stigers

Millie Youngquist

ADJOURNMENT

Council Minutes 09-01-2020

The Council of the City of Washington, Iowa, met in Regular Session in the Washington Fire Department Training Room, 215 East Washington Street on Tuesday, September 1, 2020 at 6:00 P.M. Mayor Rosien in the chair. On roll call present: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Absent: none.

Motion by Gault, seconded by Stigers, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, September 1, 2020 be approved as proposed. Motion carried.

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The physical meeting will still be open to the public. However, if you would like to submit comments for the Council's information, please provide these either to either of the above listed email addresses or to any City Councillor.

Consent:

1. Council Minutes August 18, 2020
2. Garden & Associates, S. Ave. E Street Reconstruction, \$6,212.78
3. Garden & Associates, 2020 Sealcoat Improvements, \$182.50
4. Garden & Associates, Buchanan Street Paving Project, \$4,882.71
5. Garden & Associates, Whitesell Survey and Subdivision, \$2,590.21
6. Garden & Associates, North Avenue D Sidewalk Investigation, \$4,462.98
7. Garden & Associates, Construction Administration and Staking, Wellness Park Completion, \$9,516.83
8. Bolton & Menk, Taxilane for Fuel Facility Construction Phase, \$5,120.00
9. Greg Bruty Construction, South Avenue B Paving, \$50,805.00
10. Fox Engineering, Water Distribution System Study, \$2,920.50
11. Fox Engineering, N. 4th Ave. Street and Utility Improvements, \$20,765.30
12. Municipal Pipe Tool, SE Basin I & I Reduction-Phase I, \$28,312.56
13. TEAM Services, City Hall/Police Station Project, \$1,208.02
14. TEAM Services, N. 4th Avenue Improvements Project, \$2,249.53
15. Cornerstone Excavating, N. 4th Avenue Improvements Project, \$407,639.14
16. Department Reports

Consent – Other:

Councilor Gault requested that item 7 on the consent agenda be withdrawn for separate consideration.

Motion by Youngquist, seconded by DeLong, to approve items 1-6 and 8-16 on the consent agenda. Motion carried.

Motion by Pettit-Majewski, seconded by Moore, to approve item 7 on the consent agenda. Motion carried. Gault voted “no”.

Motion by Youngquist, seconded by Pettit-Majewski, to approve payment of the claims as presented. Motion carried.

Motion by Pettit-Majewski, seconded by Stigers, to approve the request for 2020 Hospice Virtual 5K Memorial Walk/Run Honor Banner Display in Central Park. Motion carried.

Motion by Stigers, seconded by Gault, to approve the request for Washington Homecoming Parade Route and Marching Band Escort. Motion carried.

Presentation from the Public: Several citizens were present and on zoom with comments on fireworks, sex offender location, and diversity and inclusion comments. A taped copy of the council meeting including citizen and council remarks is available on the City of Washington Website.

Bids received for the Wastewater Treatment Plant Zero Turn Lawn Mower:

Plant Equipment	\$12,000.00 with trade in of current mower.
Rexco Equipment of Iowa City	\$ 8,219.00 with trade in of current mower.
Sinclair Tractor of Washington	\$ 6,500.00 with trade in of current mower.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the quote from Sinclair Tractor of Washington in the amount of \$6,500 for the Wastewater Treatment Plant Lawn Mower. Motion carried.

Bids received for Parks Department 1-Ton Truck with Dump Bed:

State Bid	\$28,272.00
Capper	\$28,559.00

Motion by Gault, seconded by Stigers, to approve purchase of 1-Ton Truck with Dump Bed from Capper's in the amount of \$28,559.00. Motion carried.

Motion by Stigers, seconded by Youngquist, to approve the agreement with Central Iowa Televising Sewer Solutions not to exceed \$15,000 to do additional televising of the Egg Sewer. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Resolution Requesting Reimbursement from the Iowa Covid-19 Government Relief Fund. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-088)**

Motion by Stigers, seconded by Gault, to approve the Grant Contract with Iowa Economic Development Authority (Housing Rehabilitation Project). Motion carried.

Motion by DeLong, seconded by Moore, to approve the Contract with ECICOG to Administer the CDBG Process for the City of Washington. Motion carried.

Motion by Stigers, seconded by Gault, to approve the Resolution Adopting a Code of Conduct (required by CDBG Administrative Rules to be Adopted). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-089)**

Motion by Youngquist, seconded by Pettit-Majewski, to approve the Resolution Adopting Procurement Policy (required by CDBG Administrative Rules). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-090)**

Motion by Gault, seconded by Stigers, to approve a Simple Motion on Equal Opportunity Policy Statement. Motion carried.

Motion by Youngquist, seconded by Pettit-Majewski, to approve a Simple Motion on Mayor's Proclamation Regarding a Policy on the Prohibition of the Use of Excessive Force. Motion carried.

Motion by Gault, seconded by Youngquist, to approve a Simple Motion on Affirmative Fair Housing Policy. Motion carried.

Motion by Stigers, seconded by Gault, to approve a Simple Motion on Residential Anti-Displacement. Motion carried.

Motion by Pettit-Majewski, seconded by Stigers, to approve a Simple Motion on Signature Authorization for Alternative Signatories - Brent Hinson and Kelsey Brown. Motion carried.

Motion by DeLong, seconded by Youngquist, to approve a Resolution Appointing a City Clerk/Development Services Director and Adopting a Revised Job Description. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried. **(Resolution No. 2020-091)**

Motion by Pettit-Majewski, seconded by Gault, to approve the First Reading of an Ordinance Amending Chapters 18 & 21 (City Clerk/Development Services Director). Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Pettit-Majewski, seconded by Youngquist, to remove from the table the Second Reading of an Ordinance Amending Chapter 41.14 (Fireworks) **(tabled 08-18-2020)**. Roll call on motion: Ayes: DeLong, Gault, Moore, Pettit-Majewski, Stigers, Youngquist. Nays: none. Motion carried.

Motion by Moore, seconded by Youngquist, to approve the Second Reading of an Ordinance Amending Chapter 41.14 (Fireworks). Roll call on motion: Ayes: DeLong, Moore, Pettit-Majewski, Youngquist. Nays: Gault, Stigers. Motion carried.

WORKSHOP

After discussion, staff was directed to prepare an ordinance to change parking on S. Ave. C.

Discussion on Farm Leases. The leases will be brought to Council for approval.

Motion by Pettit-Majewski, seconded by Youngquist, that the Regular Session held at 6:00 P.M., Tuesday, September 1, 2020, is adjourned.

Illa Earnest, City Clerk

INVOICE INV77588

IMWCA

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

DATE

9/1/2020

PAGE:

1

Mbr No: 0706 Member Name: Washington, City of

Washington, City of
 215 E Washington

Washington IA 52353

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

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
	WASHI001	AG0075				
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
1.00	INSTALL3	Installment 3 - Work Comp Prem 20-21			6,699.00	\$6,699.00

This invoice is due by October 1, 2020.

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

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

Subtotal	\$6,699.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$6,699.00

Pickens, Barnes & Abernathy

1800 First Avenue NE, Suite 200

P.O. Box 74170

Cedar Rapids, IA 52407-4170

(319)366-7621

Federal Tax ID 42-0835719

Statement as of August 31, 2020

Statement No.16083

Washington, City of

2448-001: Northway Well and Pump Co v. City of Washington - Washington Co.

Professional Fees			Hours	Rate	Amount
8/4/2020	KSS	Prepare new file, physical and electronic.	2.50	100.00	250.00
8/4/2020	TJA	Meeting with Mr. Olson regarding suit against city and representation of city.	0.50	250.00	125.00
8/4/2020	TJA	Receipt, review, and notation of correspondence from Mr. Olson to City administrator.	0.10	250.00	25.00
8/5/2020	KSS	Prepare Appearances for Mr. Abernathy and Mr. Kaspar.	0.60	100.00	60.00
8/5/2020	KSS	Email to Kevin Olson re: Missing discovery. Receipt of Washington Response to Request for Production, add to file and update clip. Receipt and review of Northway's Initial Disclosures.	0.70	100.00	70.00
8/6/2020	TJA	Preparation of representation letter to city administrator.	0.50	250.00	125.00
8/19/2020	TJA	Receipt, review, and notation of correspondence from Mr. Hinson, city administrator, confirming approval by counsel of engagement letter.	0.10	250.00	25.00
8/31/2020	BK	Review and analysis of file in preparation for contacting expert witnesses and drafting expert disclosures.	1.90	250.00	475.00
8/31/2020	BK	Telephone and email correspondence with Steve Troyer regarding expert opinions for disclosure.	0.60	250.00	150.00
8/31/2020	BK	Telephone and email correspondence with Rob Baker regarding expert opinions for disclosure.	0.70	250.00	175.00
8/31/2020	BK	Telephone correspondence with Brent Hinson regarding case status and individuals needed for expert opinions.	0.30	250.00	75.00
8/31/2020	BK	Telephone and email correspondence with Chad McCleary regarding expert opinions for disclosure.	0.70	250.00	175.00
8/31/2020	BK	Telephone and email correspondence with Kyle Wellington regarding expert opinions for disclosure.	0.40	250.00	100.00
8/31/2020	BK	Review and analysis of contract documents and brief research regarding liquidated damages claim.	0.40	250.00	100.00
8/31/2020	BK	Draft designation of expert witnesses.	0.30	250.00	75.00

8/31/2020	BK	Draft expert witness disclosures.	0.60	250.00	150.00
Sub-total Fees:					<u>2,155.00</u>

Rate Summary

Terry J. Abernathy	1.20 hours at 250.00 /hr
Bradley J. Kaspar	5.90 hours at 250.00 /hr
Karen S. Sweet	3.80 hours at 100.00 /hr

Total Current Billing:	<u>2,155.00</u>
Previous Balance Due:	0.00
Total Now Due:	<u>2,155.00</u>



414 South 17th Street, Ste 107
 Ames, IA 50010
 515-233-0000

City of Washington
 PO Box 516
 Washington, IA 52353
 Brent Hinson

Invoice number 46799
 Date 08/30/2020

Project 711419A N 4th Avenue Street and Utility Improvements

Professional Services for the Period of 8/1/2020 - 8/29/2020

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Data Collection	1,000.00	100.00	1,000.00	1,000.00	0.00
N. 4th Avenue Improvements Scoping Study	8,200.00	100.00	8,200.00	8,200.00	0.00
N. 2nd Avenue Stormwater Pump Station Evaluation	8,300.00	100.00	8,300.00	8,300.00	0.00
Preliminary Design	82,500.00	100.00	82,500.00	82,500.00	0.00
Final Design	71,000.00	100.00	71,000.00	71,000.00	0.00
Bidding & Negotiaton	9,500.00	100.00	9,500.00	9,500.00	0.00
Property Boundary Survey	7,500.00	100.00	7,500.00	7,500.00	0.00
Topographic Survey	9,500.00	100.00	9,500.00	9,500.00	0.00
Construction Administration	65,000.00	65.00	32,500.00	42,250.00	9,750.00
Post Construction Record Drawings	7,900.00	0.00	0.00	0.00	0.00
Construction Staking	19,500.00	88.00	13,650.00	17,160.00	3,510.00
Total	289,900.00	88.62	243,650.00	256,910.00	13,260.00

Invoice total **\$13,260.00**

Approved by:

Steven P. Soufir

Late Payment Charge: 15% per annum beginning 30 days from above date



414 South 17th Street, Ste 107
 Ames, IA 50010
 515-233-0000

City of Washington
 PO Box 516
 Washington, IA 52353
 Brent Hinson

Invoice number 46756
 Date 08/30/2020

Project **204508A Washington Wastewater Treatment Plant**

Professional Services for the Period of 8/1/2020 - 8/29/2020

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Facility Plan Amendment	13,500.00	100.00	13,500.00	13,500.00	0.00
Preliminary Design	307,400.00	100.00	307,400.00	307,400.00	0.00
Final Design	424,000.00	100.00	424,000.00	424,000.00	0.00
Bidding / Negotiation	22,500.00	100.00	22,500.00	22,500.00	0.00
UV Room Door	-6,946.00	100.00	-6,946.00	-6,946.00	0.00
Operations Manual	36,300.00	100.00	36,300.00	36,300.00	0.00
Construction Staking	24,840.00	100.00	24,840.00	24,840.00	0.00
Total	821,594.00	100.00	821,594.00	821,594.00	0.00

Standard Hourly Rate Phases

	Billed Amount
Consultation - IRE Pretreatment Agreement	
Professional Fees	374.50
Consultation - IRE Pretreatment Agreement Subtotal	374.50
NPDES Permit Application	
Professional Fees	90.75
NPDES Permit Application Subtotal	90.75
Invoice total	\$465.25

Approved by:

Steven J. Troyer

Late Payment Charge: 15% per annum beginning 30 days from above date



414 South 17th Street, Ste 107
 Ames, IA 50010
 515-233-0000

City of Washington
 PO Box 516
 Washington, IA 52353

Invoice number 46764
 Date 08/30/2020

Project 342420A Water Distribution System Study

Professional Services for the Period of 8/1/2020 - 8/29/2020

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Study & Report	19,470.00	67.00	6,814.50	13,044.90	6,230.40
Total	19,470.00	67.00	6,814.50	13,044.90	6,230.40

Invoice total **\$6,230.40**

Approved by:

Steven J. Trayer

Late Payment Charge: 15% per annum beginning 30 days from above date



EAST CENTRAL IOWA
COUNCIL OF GOVERNMENTS
YOUR REGIONAL PLANNING AGENCY

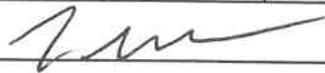
Invoice

Date	Invoice #
8/31/2020	9005

700 16th Street NE, Suite 301
Cedar Rapids, IA 52402

Phone #	Fax #
319-365-9941	319-365-9981

Bill To
CITY OF WASHINGTON PO BOX 516 WASHINGTON IA 52353

Approved by:


Quantity	Description	Rate	Amount
1	CDBG HOUSING REHAB GRANT APPLICATION	3,000.00	3,000.00
Please remit payment within 30 days.		Total	\$3,000.00



Brent Hinson
 City of Washington, IA
 City of Washington
 215 East Washington Street
 Washington, IA 52353

September 8, 2020
 Project No: 019001.DA
 Invoice No: 219113

Invoice Total \$3,650.21

Project 019001.DA Washington City Hall & Police Station

Professional Services for Period Ending August 31, 2020

Professional Services

Billing Phase	Fee	% Comp	Earned	Previous Fee Billing	Current Fee Billing
Construction Documents	28,349.50	100.00	28,349.50	28,349.50	0.00
Bidding and Negotiations	5,906.00	100.00	5,906.00	5,906.00	0.00
Construction Administration	29,532.00	90.00	26,578.80	23,625.60	2,953.20
Furniture	8,000.00	97.00	7,760.00	7,360.00	400.00
Total Fee	71,787.50		68,594.30	65,241.10	3,353.20
	Total Fee				3,353.20

Reimbursable Expenses

Mileage					
8/4/2020	Orth, Kristofer	Field Observation		147.01	
8/18/2020	Doggett, Nathan	Field Observation		150.00	
	Total Reimbursables			297.01	297.01

Total this Invoice \$3,650.21

Please Remit Payment to: Farnsworth Group, Inc. P.O. Box 843219, Kansas City, MO 64184-3219

Please include FGI invoice number on check.

For Billing Inquiries, please call: 309-663-8435 or 314-962-7900

1 1/2% Interest Monthly After 30 Days

www.f-w.com

FEIN#: 37-1123236

Please submit all other correspondence to: Farnsworth Group, Inc. 2709 McGraw Dr., Bloomington, IL 61704 Attn: Accounts Receivable



Washington Police Department

James Lester, Chief of Police

215 East Washington Street

Washington, Iowa 52353

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

Rhonda Hill
Administrative Assistant

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

Christopher Raymer
Police Officer

Ethan Hansen
Police Officer

Department Activity Report August 2020

We continue to see a steady increase in our calls for service with nearly 100 more calls for service in August of this year as compared to the same time last year. This includes increased cases of theft, vandalism, assault and drug offenses.

August started with a dangerous situation for one of our patrol officers, when attempting to make an arrest of a driver in a stolen vehicle; the driver fled the scene, dragging the officer for several blocks. The driver then abandoned that vehicle and stole another. Both vehicles were later recovered, but the driver remains at-large with multiple warrants. The officer had minor injuries and returned to duty after treatment at the hospital.

We provided extra patrol coverage for the Peace Proclamation event held in Central Park on August 10.

We received several messages, concerns and calls regarding sex offender residency and the activities of a group protesting.

Officer Training and Presentations:

Officer Kephart and K-9 Dex participated in the Dogs for Law Enforcement training Aug 3-7 in Waterloo.

Officer Raymer provided training on less-lethal control devices to members of the department SWAT Team.

The Washington County Ambulance Service provided in-service training during our monthly staff meeting on the use of Narcan along with an orientation to their rigs and equipment.

Respectfully submitted,

Jim Lester
Chief of Police

Washington Police Department
Activity & Offense Summary
For the Month of August 2020

Activity	Previous Month	Current Month	Year-To-Date
Citations / Warnings	74	78	418
Traffic Stops	81	123	547
Traffic Accidents	15	14	94
Parking Tickets	24	18	97
Vehicle Unlocks	30	22	205
Arrest Warrants Served	5	8	42
Search Warrants Served	4	4	24
Calls for Service	362	464	2575
Animal Calls	27	52	211
Mental Health Responses / Suicidal Subjects	3	3	33
Arrests	24	20	196

Offense Summary

Offenses	Previous Month	Current Month	Year-To-Date
Assaults	5	7	29
Domestic Assault	1	2	20
Harassment	0	1	6
No Contact Order Violation	2	0	10
Burglary	3	2	13
Burglary to a Motor Vehicle	2	3	19
Criminal Mischief / Vandalism	5	10	73
Disorderly Conduct	1	0	6
Driving While Intoxicated (OWI)	2	1	8
Drunkenness (Public Intoxication)	1	1	12
Drug Offenses	0	6	16
Drug Paraphernalia	0	5	15
Sexual Abuse	0	1	8
Theft (includes Shoplifting)	8	20	73
Trespass	2	1	6
Pornography / Obscene Material	0	0	3
Weapons Laws Violations	0	0	6

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

**WWTP report
September 15th, 2020
Council meeting**

- **After hour alarm and dog call outs –**
8-29-20 Alarm at WWTP, Generator running, 10:50 a.m. Jason
8-30-20 Alarm at WWTP, Generator running, 11:20 a.m. Jason
9-02-20 Dog call at 700 block S 6th 9:20 p.m. Dalton
9-03-20 Dog call at 121 Green Meadows Dr. 10:26 p.m. Dalton
9-05-20 Alarm at WWTP, High TSS, 4:57 a.m. Parker
9-06-20 Lexington lift station Alarm 4:05p.m. Parker
9-07-20 Dog call at S 3rd & Van Buren 10:37 a.m. Parker

- **Dept Head meetings –**I attended the meetings on August 25th, September 1st, 8th, 15th,

- **WWTP August 2020, Discharge Monitoring Report (DMR) –** Average daily flow **1.185 million gallons (mg)**, maximum daily flow **1.137 mg**, minimum daily flow **0.814 mg**. There were **zero (0)** violations of the WWTP's NPDES discharge permit. Total precipitation for August = **>0.13"** (recorded at the WWTP).

CBOD5 removal 85% required	result = 93.47 %
Influent CBOD5 monthly average =	108.56 mg/L
Effluent CBOD5 monthly average =	7.08 mg/L

TSS removal 85% required	result = 95.79 %
Influent TSS monthly average =	148.75 mg/L
Effluent TSS monthly average =	6.25 mg/L

- **Peracetic acid testing-** We continue to test at the plant for Peracetic acid when IRE is discharging. We have had under detection results.

- **Hydrogen Sulfide Gas monitoring-** We have had some higher readings with spikes that go up and down sometimes daily. After looking through all the data and a few complaints in the east end we are going to have a meeting with Fox Eng., IRE, and city staff September 18th.

- **Truck bed replacement-** We installed the new crane on truck 504 on the new flatbed.

- **Lawn Mower Bids-**The new mower is on order.

- **Sampling-**In September we are conducting our 3rd round of E-Coli sampling, also we will be doing Fecal Coliform testing of bio-solids to be land applied this fall.

- **Land Application bids-**Bids were sent out for fall application and will be on the Oct. 6th agenda for approval.

**Jason Whisler
9/11/2020 10:00 A.M.**

MAINTENANCE & CONSTRUCTION DEPT. REPORT

8-8-20/8-21-20

STREETS: Personnel poured 19 yards of concrete on West 5th St & Lexington Blvd. Personnel cleaned up and backfilled behind curbs where Bruty Construction finished up on South Ave B paving. Personnel mowed and cold mixed as well as operating the street sweeper.

WATER DISTRIBUTION: Personnel conducted more flow tests for FOX Eng to tighten the hold on their water model. Assisted Cornerstone on water main shut down on a few occasions. Repaired #17 water main break located at G-West Madison St, 6 inch CIP, installed a 6ft piece of PVC and two repair sleeves.

SEWER COLLECTION: Personnel dye tested numerous lines for Cornerstone to investigate the location of sewer services among other assistance.

STORM SEWER COLLECTION: Personnel investigated an ammonia complaint with the local EPA DNR.

MECHANIC/SHOP: Personnel serviced Cemetery dump truck (install clutch and bell housing and transmission), FD #3 (replace swivel on hose reel and reroute water hose) and small engines, PD 905 and PD Jeep (diagnosis noise).

OTHER: Personnel continued with yard waste. Responded to 79 One Call Locates. Personnel hauled spoils away from the shop and hauled loads of rock back to the stockpile.

*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.

MAINTENANCE & CONSTRUCTION DEPT. REPORT

8-22-20/9-4-20

STREETS: Personnel operated street sweeper, cold mixed and set up cones and barricades for the KEWASH 5K, 10K and Half Marathon.

WATER DISTRIBUTION: Personnel shut of 15 water services for nonpayment. Personnel installed 550 ft of 8 inch PVC on West 7th St between North Ave D & North Ave F. Assisted with De Long's on a water main break at South Ave E-West Buchanan. Personnel straightened a fire hydrant and placed a 6 inch riser on it located inside the Wellness Park. Personnel installed a 1 inch water service located at 604 South Ave B, also froze the service at 600 South Ave B to install a 1 inch curb stop valve.

SEWER COLLECTION: Personnel assisted with Cornerstone on sanitary issues. Personnel placed water in a few intakes with traps (dry weather). Personnel flushed the terminal manhole on East 7th St a couple days. Personnel installed a 4 inch sewer tap located at 604 South Ave B.

STORM SEWER COLLECTION: Personnel opened a few intakes with the recent rainfall. Investigated a few storm lines accompanied by the IDNR.

MECHANIC/SHOP: Personnel serviced Cemetery truck (transmission & adjust clutch, adjust the PTO linkage, grease chassis, clean oil bath air cleaner, repair broken exhaust support and broken cab ground), PD #4, PD #306 (rotate tires checked brakes), FD Aerial (replace broken bolt), FD old Tanker, FD Tanker and small pump, Sweeper (adjust shoes and broom pattern), FD small engines, 611 (diagnosis engine noise), 117 (weld headache rack), FD F150 and FD 1 (and small engines).

OTHER: Personnel responded to 67 One Call Locates. Personnel hauled away spoils from the shop area. Yard Waste and bag pick up cont'd.

*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.

Water Treatment Plant: August/September 2020 Council Report

Here is a summary of major updates and activities from the Water Department in August/September 2020.

Boil Order-Will Brock had to issue a boil order at Timber Ridge/Oakwood area from Friday 9/4 1:00pm to Sunday morning at 10:00am. I was out of town. The boil order was a precautionary measure taken due to a water main break and losing pressure. Will did a great job of handling the situation. He contacted and communicated with all parties involved and followed the DNR's guidance. Will hung "Boil Order" hangers' door-to-door to all houses affected by the pressure loss. He took 3 bacteria samples on both Friday and Saturday and delivered them to our lab. As soon as the 2nd round of bacteria tests came back absent Sunday morning, he went door-to-door and posted "Boil Order Lifted" hangers. A huge shout out to Will, Tim, M&C, Brent, and all parties involved. That was about as smooth of a boil order as you can have.

North 4th project-The collapsed sewer has been repaired and we are no longer bypassing. We have had to periodically shut down for this project. The flashing lights on E 7th are being hooked back up. The west bound light is already up and working and the east bound light should be working this week.

Traffic lights- We lost power at the Wal Mart intersection on the day of the derecho storm. We put up stop signs. We witnessed a few near accidents. I called our traffic lights guy, Jim Conner and asked him to update our battery backup at that intersection. Traffic moves too fast at that intersection not to have it on battery backup. The battery backup was installed the following week. We had Joe Marie replace the bulbs at the underpass, 3 of the 4 were not working. We are planning for future traffic light upgrades.

Water Plant Operations: Submitted the July and August MORs. We have repaired some meters including at the hospital and the trailer park. Will read book 7. We collected routine monthly bacteria samples; results were absent. We changed bag filters and cleaned the filter vessels. Changed cartridge filters on RO 2. Our monthly bulk chemicals were filled up. Collected our monthly well levels. Submitted an updated Lead and Copper sampling plan and an updated groundwater bacteria sampling plan to the DNR at their request from our sanitary inspection. Low service pump 3 is not working. It is a few months past warranty but Harn is still going to honor the warranty and pay for repairs which will be about \$4,000. I have emailed Harn multiple times in the past 2 years with concerns about that pump being noisy and that is why Harn is covering the repairs.

Operators: We are still limiting ourselves from being in the public's homes and having people at the plant. We are only going in homes as needed and letting people in the plant as needed. We attended an online class by the DNR. I will be attending a water/wastewater conference in Okoboji the last week of the month. I attended weekly staff meetings. I attended a wellness park meeting. Both Will and I plan to take exams as soon as the DNR opens back up testing. Stay safe everyone!

Water Plant Superintendent: Kyle W

Washington Volunteer Fire Department
September 9,2020

July Fires

12 City fires	2270.00
6 rural fires	690.00
1 Drill	790.00
18 fires and 1 drill	3750.00

Meeting opened with Chief Wide in charge.

Minutes of last month's meeting were read and approved

Treasures report was read.

Motion by Zack Thomas 2nd Mark Chenoweth to pay all bills. Passed

Communications; None

Committee: Social- snacks after meeting.

Golf: Tournament Aug. 23. Went well had 19 teams.

Cart shed clean out October 18 at 8am

Fire prevention: Do a drive by parade. Still do OPERATION EDITH at 7pm.

Pancake Day is still a go for now. Could change to go orders only.

Apps. Still looking for people in town/

Rescue

Old Business: Hose testing Sept. 16 at 5pm.

Moved the trucks around for the new tanker.

Anyone needing to test on any training Tom is trying to get test here.

The new bell tower is getting put together.

Joe Redlinger made a motion to buy lights for the Ranger at 400.00. 2nd by Josh Laws. Passed

Water fight equipment will be installed in parking pavement east of 3rd St.

Training of 24 hours is still required.

We need sub drivers.

Put the flag up on 9-11 at 8am.

Friday is Hero night at the football game meet at 4:45.

Physicals are Dec. 14 4-8pm & 15 9-11am

Drill #1 that was canceled will be November 18

Mark Chenoweth is now in charge of the TRT trailer.

SCBA rep will be here Sept. 11.

Training: SASO training 9-10 12:30-3pm. Crawfordsville having a house burn 9-12 at 8am.

9-17-18 Iowa City Propane HAZMAT. Riverside having Interior Attack training 11-14.

Kirkwood Trench rescue refresher.

Discussion of calls: The mutual aid call with Riverside was well organized.

Roll call taken, meeting closed.

Secretary
Tom Beauchamp

TO OWNER:
 City of Washington
 215 E Washington Street
 Washington, IA 52353

PROJECT:
 Washington City Hall & Police Station
 Washington, IA

FROM CONTRACTOR:
 Bushong Construction Company
 704 E Wood Street
 Montezuma, IA 50171

VIA ARCHITECT:
 Farnsworth Group
 14225 University Avenue, Suite 110
 Waukee, IA 50263

APPLICATION NO: 11

Distribution to:
 OWNER
 CONTRACTOR
 A/R
 FILE

PERIOD TO: 8/31/2020

PROJECT NOS:

CONTRACT DATE: 7/23/2019

CONTRACTOR'S APPLICATION FOR PAYMENT
 Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 1,909,000.00
2. Net change by Change Orders	\$ 83,997.37
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 1,992,997.37
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 1,662,282.16
5. RETAINAGE:	
a. 5 % of Completed Work (Column D + E on G703)	\$ 83,114.11
b. 5 % of Stored Material (Column F on G703)	\$ -
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 83,114.11
6. TOTAL EARNED LESS RETAI.	\$ 1,579,168.05
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 1,427,909.44
8. CURRENT PAYMENT DUE	\$ 151,258.61
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 413,829.32

OWNER CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$83,997.37	\$0.00
Total approved this Month		\$0.00
TOTALS	\$83,997.37	\$0.00
NET CHANGES by Change Order		\$83,997.37

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

CONTRACTOR: BUSHONG CONSTRUCTION COMPANY, INC.

By: John Poweshiek Date: 08/31/20

State of: Iowa County of: Poweshiek
 Subscribed and sworn to before me this 31st day of August, 2020
 Notary Public Brenda J. Moore
 My Commission Expires: 11/05/2022



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 151,258.61

(Attach explanation if amount certified differs from the amount applied. Initial all figures on t Application and on the Continuation Sheet that are changed to conform to the amount certifi ARCHITECT:

By: [Signature] Date: 09/08/2020

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

APPLICATION FOR PAYMENT NO. 2

To: City of Washington (JURISDICTION)
 From: DeLong Construction, Inc. (CONTRACTOR)
 Contract: South Ave. E Reconstruction
 Project: South Ave. E Reconstruction
 JURISDICTION's Contract No.: _____ ENGINEER's Project No.: 5018069
 For Work Accomplished Through the Date of: September 9, 2020

1. Original Contract Price:	\$ 752,848.65
2. Net Change by Change Orders and Written Amendments (+ or -):	\$ -
3. Current Contract Price (1 plus 2):	\$ 752,848.65
4. Total Completed and Stored to Date:	\$185,025.65
5. Retainage (Per Agreement):	
5% of Completed Work:	\$ 9,251.28
0% of Stored Material:	
Total Retainage:	\$ 9,251.28
6. Total Completed and Stored to Date Less Retainage (4 minus 5):	\$ 175,774.37
7. Less Previous Application for Payments:	\$ 74,651.00
8. DUE THIS APPLICATION (6 MINUS 7)	\$ 101,123.37

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from JURISDICTION on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered -- through -- inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application of Payment will pass to JURISDICTION at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to JURISDICTION indemnifying JURISDICTION against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 9-9-20 _____ DeLong Construction, Inc.
 By: [Signature] (CONTRACTOR)

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 9-10-2020 _____ Garden & Associates, LTD.
 By: [Signature] (ENGINEER)

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: _____ City of Washington, Iowa
 By: _____ (JURISDICTION)



Contractor's Application for Payment No. 5

Application Period: 8/20 - 9/4/20	Application Date: 9/9/2020	
To (Owner): City of Washington	From (Contractor): Delong Construction	Via (Engineer): Garden & Associates, LDT
Project: Wellness Park Ballfields And Roadway	Contract:	Engineer's Project No.: 9020226
Owner's Contract No.:	Contractor's Project No.:	

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
1	\$13,191.18	\$2,400.00	
TOTALS			
NET CHANGE BY CHANGE ORDERS		\$13,191.18	\$2,400.00

1. ORIGINAL CONTRACT PRICE..... \$ 2,983,670.85
2. Net change by Change Orders..... \$ \$10,791.18
3. Current Contract Price (Line 1 ± 2)..... \$ \$2,994,462.03
4. TOTAL COMPLETED AND STORED TO DATE
(Column F total on Progress Estimates)..... \$ \$1,990,341.31
5. RETAINAGE:
 - a. 5% \$1,971,436.31 Work Completed..... \$ \$93,571.82
 - b. 5% \$28,905.00 Stored Material..... \$ \$1,445.25
 - c. Total Retainage (Line 5a + Line 5b)..... \$ \$95,017.07
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5-c)..... \$ \$1,895,324.24
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ \$1,405,467.09
8. AMOUNT DUE THIS APPLICATION..... \$ \$399,857.21
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G total on Progress Estimates + Line 5.c above)..... \$ \$1,189,137.78

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.

By:	Date: 9-10-20
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Payment of: \$ <u>399,857.21</u>	(Line 8 or other - attach explanation of the other amount)
is recommended by:	9-10-2020 (Date)
Payment of: \$ <u>399,857.21</u>	(Line 8 or other - attach explanation of the other amount)
is approved by: _____	(Owner) _____ (Date)

**CITY OF WASHINGTON, IOWA
CLAIMS REPORT
SEPTEMBER 15, 2020**

POLICE	ACE-N-MORE	SUPPLIES	25.14	
	BDH TECHNOLOGY LLC	IT CONTRACT	510.00	
	COBB OIL CO, INC.	FUEL	1,108.12	
	COMFORT SUITES	DOG TRAINING- E KEPHART	364.00	
	CUSTOM IMPRESSIONS INC	UNIFORMS/NAME PLATES	103.14	
	GALLS LLC	UNIFORMS	2,409.00	
	KCTC	PHONE & INTERNET	573.07	
	MIDWEST RADAR & EQUIPMENT	RADAR CALIBRATIONS	200.00	
	PIP PRINTING	OFFICE SUPPLIES	363.59	
	QUILL	WIPES	11.58	
	SIRCHIE	EVIDENCE SUPPLIES	150.28	
	SLEEP INN & SUITES	TRAINING LODGING- C RAYMER	195.00	
	SYNNEX FINANCIAL SERVICES	LEASE	604.26	
	UPS	POSTAGE	20.20	
	VERIZON WIRELESS	WIRELESS SERVICE	1,070.38	
	WASH CHAMBER OF COMMERCE	LEADERSHIP TUITION	300.00	
		TOTAL	8,007.76	
	FIRE	ACE-N-MORE	SUPPLIES	7.19
		COBB OIL CO, INC.	FUEL	150.43
		EVANS WELDING LLC	BOLT FOR TRUCK	7.57
HAWKEYE FIRE & SAFETY		PART	67.10	
TOYNE INC		BRACKETS/SERVICE/PARTS	2,962.27	
VERIZON WIRELESS		WIRELESS SERVICE	166.48	
WASHINGTON RENTAL		REPAIR PARTS	43.94	
WASHINGTON VOLUNTEER FIRE DEPARTMENT		BRINTON TRUST GRANT-FD PASS THROUGH	10,000.00	
		TOTAL	13,404.98	
DEVELOP SERVICES		ACE-N-MORE	SWEATSHIRT	39.99
	COBB OIL CO, INC.	FUEL	78.37	
	CUSTOM IMPRESSIONS INC	PLATES	10.00	
	KBS SERVICES / KELLY FARRIER	GRASS ABATEMENT-1506 E WAS	175.00	
	MARIE, LINDA	SHIRTS	98.00	
	MARK'S SANITATION	TRASH ABATEMENT	200.00	
	VERIZON WIRELESS	WIRELESS SERVICE	216.00	
		TOTAL	817.36	
	LIBRARY	ACE-N-MORE	JANITORIAL SUPPLIES	186.06
		ALBERT, KIRK	MILEAGE REIMBURSEMENT	49.46
ALLIANT ENERGY		ALLIANT ENERGY	2,079.46	
BAKER & TAYLOR		LIBRARY MATERIALS	837.33	
CINTAS CORP LOC. 342		MATT SERVICE	64.98	
ELM USA INC		DVD CLEANER PARTS	83.95	
IOWA RADIO PLUS		ADVERTISING	8.00	
KCII		ADVERTISING	75.80	
KCTC		PHONE & INTERNET	407.64	
STAPLES BUSINESS ADVANTAGE		OFFICE SUPPLIES	115.93	
STATE LIBRARY OF IOWA		DATABASE SUBSCRIPTION FEE	460.96	
VALENTINE, TAMMY		MILEAGE REIMBURSEMENT	9.20	
WMPF GROUP LLC		ADVERTISING	40.00	
		TOTAL	4,418.77	
PARKS		ACE-N-MORE	SUPPLIES	447.68
	ACTION SERVICES INC	PORTABLE TOILETS	220.00	
	ALLIANT ENERGY	ALLIANT ENERGY	1,394.39	
	AMAZON CAPITAL SERVICES	SUPPLIES	19.98	
	CHEMSEARCH	CHEMICALS	610.50	
	COBB OIL CO., INC.	FUEL	362.15	
	KCTC	PHONE & INTERNET	124.78	
	VERIZON WIRELESS	WIRELESS SERVICE	41.45	

	WASHINGTON LUMBER	LUMBER SOCCER FIELD/BLADE/MATERIAL	212.22
		TOTAL	3,433.15
POOL	ALLIANT ENERGY	ALLIANT ENERGY	4,245.47
	FRANK MILLARD & CO	BACK FLOW PREVENTER SERVIC	230.50
	KCTC	PHONE & INTERNET	125.94
		TOTAL	4,601.91
CEMETERY	ACE-N-MORE	SAW BLADE	4.69
	ARNOLD MOTOR SUPPLY	PARTS	80.07
	CERTIFIED LABORATORIES	OIL	408.85
	COBB OIL CO, INC.	FUEL	266.05
	GREINER DISCOUNT TIRES	WATER WAGON TIRES	94.95
	KCTC	PHONE & INTERNET	155.62
	N & N SANITATION INC	DUMPSTER FOR SHED DEMOLITI	938.00
	ROTH RN, HOLLY	TESTING	226.00
		TOTAL	2,174.23
FINANCIAL ADMIN	ACE-N-MORE	SUPPLIES	135.67
	ALLIANT ENERGY	ALLIANT ENERGY	21.11
	FAREWAY STORES	SUPPLIES	9.99
	GOOGLE LLC	MONTHLY SERVICE	372.00
	IOWA RADIO PLUS	ADVERTISING	8.00
	KCII	ADVERTISING	227.40
	KCTC	PHONE & INTERNET	566.33
	MARIE, LINDA	SHIRTS	45.00
	PACE PAYMENT SYSTEMS	ADMIN FEE	20.00
	PITNEY BOWES GLOBAL FINANCIAL SERVICES	INK CARTRIDGES/LEASE	568.41
	RUNNING ROBOTS	WEBSITE HOSTING & MAINTENA	498.00
	VERIZON WIRELESS	WIRELESS SERVICE	46.45
	WASH COUNTY MINIBUS	LOST- SEPTEMBER	20,133.57
	WMPF GROUP LLC	ADVERTISING	1,190.48
		TOTAL	23,842.41
AIRPORT	CAPPER CHRYSLER DODGE JEEP RAM	SPARE KEY	86.02
	HORAK INSURANCE CO	INSURANCE	4,568.00
	TITAN AVIATION FUELS	FUEL	20,023.74
	VERIZON WIRELESS	WIRELESS SERVICE	50.86
	WEST LAWN CARE	MOWING	1,240.00
	WINDSTREAM IOWA COMMUNICATIONS	SEPT SERVICE	185.10
		TOTAL	26,153.72
ROAD USE	ACE-N-MORE	GREASE GUN/REPAIRS/SUPPLIES	278.87
	ARNOLD MOTOR SUPPLY	PARTS	340.73
	COBB OIL CO, INC.	FUEL	708.24
	DOUDS STONE LLC	ROADSTONE	2,767.89
	ELLIOTT EQUIPMENT CO	ST SWEEPER PARTS	334.99
	FASTENAL COMPANY	PARTS	96.60
	GREINER DISCOUNT TIRES	TIRE REPAIR	17.50
	IDEAL READY MIX	CONCRETE-WEST 5TH	2,688.50
	IOWA PRISON INDUSTRIES	SIGNS	209.00
	KIMBALL MIDWEST	PARTS	560.32
	L L PELLING CO	PRE-MIX	743.40
	LAWSON PRODUCTS INC	SUPPLIES	761.56
	ROTH RN, HOLLY	TESTING	126.00
	S & G MATERIALS	SUPPLIES	99.62
	S & G MATERIALS	MATERIALS	99.62
	TIFCO INDUSTRIES	PARTS AND FITTINGS	439.44
		TOTAL	10,272.28
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	10,592.57
		TOTAL	10,592.57

HOUSING REHABILITA	IOWA DEPARTMENT OF HUMAN SERVICES	LIEN ON 320 N AVENUE C- CL	4,461.07
	SHEPARD, JAMES	CLOSING 320 N AVENUE C	2,500.00
	WASH CO RECORDER	CLOSING ON 320 N AVENUE C	7.20
	WASH CO TREASURER	CLOSING ON 320 N AVENUE C	1,092.00
	WASH CO TREASURER	PROP TAXES	357.00
	WASH TITLE & GUARANTY CO	320 N AVENUE C - ABSTRACT	300.00
	TOTAL		8,717.27
INDUSTRIAL DEVELOP	WASH CO TREASURER WEDG	PROPERTY TAXES	2,839.00
		BUILDING PAYMENT SHARE- SE	2,979.12
		TOTAL	5,818.12
WELLNESS PARK	WASH CO TREASURER	PROPERTY TAXES 1ST HALF	2.00
		TOTAL	2.00
TREE REMOVAL & REP	MCCONNELL, MARDE	MULCH	95.40
		TOTAL	95.40
RESIDENTIAL DEVELO	WASH CHAMBER OF COMMERCE WMPF GROUP LLC	REIMBURSMENT FOR AD	100.00
		LEGAL ADVERTISING	35.62
		TOTAL	135.62
TREE COMMITTEE	IGRAPHIX, INC	WATER YOUR TREE CARDS	25.00
		TOTAL	25.00
LIBRARY GIFT	FACE ART BY BRANDI LIBRARY FURNITURE INERNATIONAL, INC	PROGRAMMING- ART	200.00
		MATERIAL	4,564.00
		TOTAL	4,764.00
WATER PLANT	ALLIANT ENERGY	ALLIANT ENERGY	18,937.10
	CAIN, SANDRA	WATER DEPOSIT REFUND	102.75
	FIRST RESOURCES CORP	WATER DEPOSIT REFUND	122.84
	IA DEPT OF REVENUE	WET TAX	7,431.00
	JONES, RYAN	WATER DEPOSIT REFUND	48.23
	KCTC	PHONE & INTERNET	155.62
	MERCHANT SERVICES	DC/CC ADMIN FEE	1,348.52
	SCHOONOVER, JONATHAN	WATER DEPOSIT REFUND	112.26
	STOUT, TAYLOR	WATER DEPOSIT REFUND	92.05
	VERIZON WIRELESS	WIRELESS SERVICE	46.45
	WADDELL, BRIAN	WATER DEPOSIT REFUND	26.78
	WICKENKAMP, ALLEN	WATER DEPOSIT REFUND	105.35
	WOLLRAB, CESSALIE A.	WATER DEPOSIT REFUND	51.79
	WYATT, MIRANDA	WATER DEPOSIT REFUND	24.55
		TOTAL	28,605.29
	WATER DISTRIBUTION	4-M PLUMBING & HEATING INC.	A/C MAINTENANCE
ACE-N-MORE		MARKING PAINT/BATTERY	45.64
ALLIANT ENERGY		ALLIANT ENERGY	41.96
ARNOLD MOTOR SUPPLY		TRASH PUMP FUNNEL	18.91
CHEMSEARCH		SEALANT/HAND WIPES/SAFETY CAN	694.25
COBB OIL CO, INC.		FUEL	39.61
FRANK MILLARD & CO		BACK FLOW PREVENTER SERVIC	168.00
GREINER DISCOUNT TIRES		TIRE REPAIR	30.00
IOWA ONE CALL		SERVICE	133.30
KIMBALL MIDWEST		PARTS	427.92
MIDWEST WHEEL		SUPPLIES	41.84
MOSE LEVY CO INC		PIPE	11.80
SCHIMBERG CO.		PIPE AND REDUCER	409.50
VERIZON WIRELESS		WIRELESS SERVICE	27.54
WINDSTREAM IOWA COMMUNICATIONS		SEPT SERVICE	115.71

		TOTAL	2,275.98
WATER CAPITAL PROJ	WMPF GROUP LLC	LEGAL-PUBLIC HEARING	31.95
		TOTAL	31.95
SEWER PLANT	ACE-N-MORE	SUPPLIES	9.96
	ALLIANT ENERGY	ALLIANT ENERGY	463.27
	AMAZON CAPITAL SERVICES	TRACTOR SEAT/HOSE ADAPTOR	377.38
	ATCO INTERNATIONAL	LIFT STATION MAINTAINER	450.00
	COBB OIL CO, INC.	FUEL	214.18
	FRANK MILLARD & CO	BACK FLOW PREVENTER SERVIC	168.00
	FRYTOWN TRAILERS	FLAT BED FOR 501	3,050.00
	IA DEPT OF NATURAL RESOURCES	NPDES RENEWAL APPLICATION	85.00
	IA DEPT OF REVENUE	SALES TAX	2,315.00
	IGRAPHIX, INC	SHIPPING	14.51
	ROTH RN, HOLLY	TESTING	126.00
	TESTAMERICA LABORATORIES INC	DARQA TESTING	75.00
	UNITED LABORATORIES	DEGREASER FOR LIFTSTATIONS	671.40
	USA BLUEBOOK	LAB SUPPLIES	276.61
	VERIZON WIRELESS	WIRELESS SERVICE	139.35
	WASHINGTON RENTAL	POLE SAW REPAIR	82.13
	WINDSTREAM IOWA COMMUNICATIONS	SEPT SERVICE	277.34
		TOTAL	8,795.13
SEWER COLLECTION	ALLIANT ENERGY	ALLIANT ENERGY	724.34
	ARIES INDUSTRIES INC	PARTS	539.69
	CHEMSEARCH	SUPPLIES	382.80
	COBB OIL CO, INC.	FUEL	434.03
	CONKLIN, CRAIG	SEWER BACKUP REIMBURSEMENT	938.93
	DETROIT INDUSTRIAL TOOL	EAR PLUGS	227.24
	HOTSY CLEANING SYSTEMS	SUPPLIES	409.58
	MIDWEST WHEEL	SUPPLIES	41.84
	TIFCO INDUSTRIES	PARTS AND FITTINGS	181.80
	VERIZON WIRELESS	WIRELESS SERVICE	135.90
	WASH CO ENGINEER	INTERCEPTOR PATCH UNDER RR	375.00
	WASHINGTON RENTAL	REPAIR	14.54
	WINDSTREAM IOWA COMMUNICATIONS	SEPT SERVICE	115.71
		TOTAL	4,521.40
SEWER CAPITAL PROJ	CIT SEWER SOLUTIONS	EGG SEWER TELEVISIONING	3,390.00
		TOTAL	3,390.00
SANITATION	DE BOEF GRINDING LLC	BRUSH, GRASS & LEAVES GRIN	5,900.00
	JOHNSON COUNTY REFUSE INC	REFUSE & RECYCLING	47,648.00
		TOTAL	53,548.00
SELF INSURANCE	EMPLOYEE BENEFIT SYSTEMS	ADMIN FEE	352.50
		TOTAL	352.50
		TOTAL	228,796.80

**CITY OF WASHINGTON, IOWA
MONTH TO DATE TREASURERS REPORT
AUGUST 31, 2020**

FUND	8/1/2020 BEGINNING CASH BALANCE	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	8/31/2020 ENDING CASH BALANCE
001-GENERAL FUND	746,281.12	69,125.28	-	288,621.35	-	526,785.05
002-AIRPORT FUND	318,339.31	18,837.88	-	32,302.69	-	304,874.50
010-CHAMBER REIMBURSEMENT	9,343.77	7,407.44	-	6,531.44	-	10,219.77
011-MAIN STREET REIMBURSEMENT	(36,941.28)	7,000.00	-	3,940.32	-	(33,881.60)
012-WEDG REIMBURSEMENT	1,847.70	-	-	3,510.78	-	(1,663.08)
050-DOWNTOWN INCENTIVE GRANT	80,500.00	-	-	48,500.00	-	32,000.00
110-ROAD USE	923,794.04	77,610.98	-	53,505.35	-	947,899.67
112-EMPLOYEE BENEFITS	-	8,934.91	-	8,934.91	-	-
114-EMERGENCY LEVY	-	824.92	-	824.92	-	-
121-LOCAL OPTION SALES TAX	-	80,534.27	-	80,534.27	-	-
122-LOST DEBT SERVICE	57,835.30	60,400.70	-	-	-	118,236.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	59,503.35	18,733.96	-	-	-	78,237.31
129-SC RES UR	-	68.48	-	-	-	68.48
134-DOWNTOWN COMM UR	550.78	906.38	-	-	-	1,457.16
145-HOUSING REHABILITATION	24,914.00	-	-	1,043.57	-	23,870.43
146-LMI TIF SET-ASIDE	96,822.84	-	-	-	-	96,822.84
200-DEBT SERVICE	(14,680.82)	10,973.40	-	-	-	(3,707.42)
300-CAPITAL EQUIPMENT	175,402.31	-	-	-	-	175,402.31
301-CAPITAL PROJECTS FUND	2,758,032.69	404,949.34	-	1,048,043.99	-	2,114,938.04
305-RIVERBOAT FOUND CAP PROJ	30,373.80	-	-	-	-	30,373.80
308-INDUSTRIAL DEVELOPMENT	430,901.11	17,266.41	-	6,013.24	-	442,154.28
309-MUNICIPAL BUILDING	276,686.78	11.92	-	-	-	276,698.70
310-WELLNESS PARK	808,324.62	34.83	-	-	-	808,359.45
311-SIDEWALK REPAIR & REPLACE	2,701.24	-	-	-	-	2,701.24
312-TREE REMOVAL & REPLACE	38,448.41	-	-	173.00	-	38,275.41
315-RESIDENTIAL DEVELOPMENT	43,536.54	-	-	4,506.53	-	39,030.01
510-MUNICIPAL BAND	3,963.16	-	-	-	-	3,963.16
520-DOG PARK	4,579.10	-	-	-	-	4,579.10
530-TREE COMMITTEE	8,430.34	-	-	-	-	8,430.34
540-POLICE FORFEITURE	3,559.72	-	-	-	-	3,559.72
541-K-9 PROGRAM	2,390.29	-	-	95.98	-	2,294.31
545-SAFETY FUND	4,410.50	-	-	-	-	4,410.50
550-PARK GIFT	45,110.62	0.43	-	-	-	45,111.05
570-LIBRARY GIFT	349,340.57	16,070.01	-	18.00	-	365,392.58
580-CEMETERY GIFT	10,993.00	-	-	105.00	-	10,888.00
600-WATER UTILITY	408,237.20	144,907.62	-	110,637.63	-	442,507.19
601-WATER DEPOSIT FUND	30,055.00	1,800.00	-	2,850.00	-	29,005.00
603-WATER CAPITAL PROJECTS	-	-	-	3,115.20	-	(3,115.20)
610-SANITARY SEWER	778,209.01	192,679.32	-	94,445.22	-	876,443.11
613-SEWER CAPITAL PROJECTS	(86,857.05)	82,803.00	-	-	-	(4,054.05)
670-SANITATION	101,845.91	46,769.91	-	48,505.06	-	100,110.76
950-SELF INSURANCE	326,878.19	1,045.38	-	6,094.31	-	321,829.26
951-UNEMPLOYMENT SELF INS	65,989.10	241.24	-	3,104.92	-	63,125.42
TOTAL BALANCE	8,968,822.27	1,269,938.01	-	1,855,957.68	-	8,382,802.60

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	416,445.45 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	1,555,730.57	0.20%
Wash St - Farm Mgmt Acct	110,748.43	
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	2.75%
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	2.19%
Wash St Bank - CD 03/09/2017 - renewed	500,000.00	2.02%
Wash St Bank - CD 1/14/2019	500,000.00	2.75%
Wash St Bank - CD 08/30/2018	266,339.29	2.28%
Wash St Bank - ISC Account	4,033,188.86	0.74%
TOTAL CASH IN BANK	8,382,802.60	

(1) Washington State Bank	494,343.83
Outstanding Deposits & Checks/Wages payable	(77,898.38)
	<u>416,445.45</u>

CITY OF WASHINGTON, IOWA
YEAR TO DATE TREASURERS REPORT
AUGUST 31, 2020

FUND	7/1/2020 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	8/31/2020 ENDING CASH BALANCE
001-GENERAL FUND	1,029,564.55	186,166.13	-	688,945.63	-	526,785.05
002-AIRPORT FUND	291,086.69	75,672.25	-	61,884.44	-	304,874.50
010-CHAMBER REIMBURSEMENT	8,603.72	14,312.95	-	12,696.90	-	10,219.77
011-MAIN STREET REIMBURSEMENT	-	7,000.00	-	40,881.60	-	(33,881.60)
012-WEDG REIMBURSEMENT	1,218.93	8,431.61	-	11,313.62	-	(1,663.08)
050-DOWNTOWN INCENTIVE GRANT	80,500.00	-	-	48,500.00	-	32,000.00
110-ROAD USE	841,454.14	200,065.78	-	93,620.25	-	947,899.67
112-EMPLOYEE BENEFITS	-	14,690.65	-	14,690.65	-	-
114-EMERGENCY LEVY	-	1,365.58	-	1,365.58	-	-
121-LOCAL OPTION SALES TAX	-	157,648.01	-	157,648.01	-	-
122-LOST DEBT SERVICE	-	118,236.00	-	-	-	118,236.00
123-LOST DEBT SERVICE RESERVE	79,170.00	-	-	-	-	79,170.00
124-HOTEL/MOTEL TAX	59,503.35	18,733.96	-	-	-	78,237.31
129-SC RES UR	-	68.48	-	-	-	68.48
134-DOWNTOWN COMM UR	-	1,457.16	-	-	-	1,457.16
145-HOUSING REHABILITATION	31,261.81	-	-	7,391.38	-	23,870.43
146-LMI TIF SET-ASIDE	96,822.84	-	-	-	-	96,822.84
200-DEBT SERVICE	-	18,184.05	-	21,891.47	-	(3,707.42)
300-CAPITAL EQUIPMENT	175,402.31	-	-	-	-	175,402.31
301-CAPITAL PROJECTS FUND	3,372,993.14	539,406.89	-	1,797,461.99	-	2,114,938.04
305-RIVERBOAT FOUND CAP PROJ	-	30,373.80	-	-	-	30,373.80
308-INDUSTRIAL DEVELOPMENT	417,305.37	44,404.00	-	19,555.09	-	442,154.28
309-MUNICIPAL BUILDING	397,332.12	25.43	-	120,658.85	-	276,698.70
310-WELLNESS PARK	808,285.14	74.31	-	-	-	808,359.45
311-SIDEWALK REPAIR & REPLACE	2,701.24	-	-	-	-	2,701.24
312-TREE REMOVAL & REPLACE	38,598.25	-	-	322.84	-	38,275.41
315-RESIDENTIAL DEVELOPMENT	64,966.02	-	-	25,936.01	-	39,030.01
510-MUNICIPAL BAND	3,963.16	-	-	-	-	3,963.16
520-DOG PARK	4,579.10	-	-	-	-	4,579.10
530-TREE COMMITTEE	9,142.34	-	-	712.00	-	8,430.34
540-POLICE FORFEITURE	3,559.72	-	-	-	-	3,559.72
541-K-9 PROGRAM	2,504.42	-	-	210.11	-	2,294.31
545-SAFETY FUND	4,410.50	-	-	-	-	4,410.50
550-PARK GIFT	42,610.20	2,500.85	-	-	-	45,111.05
570-LIBRARY GIFT	349,599.39	16,111.19	-	318.00	-	365,392.58
580-CEMETERY GIFT	10,993.00	-	-	105.00	-	10,888.00
600-WATER UTILITY	363,065.09	292,814.89	-	213,372.79	-	442,507.19
601-WATER DEPOSIT FUND	30,055.00	3,750.00	-	4,800.00	-	29,005.00
603-WATER CAPITAL PROJECTS	-	-	-	3,115.20	-	(3,115.20)
610-SANITARY SEWER	761,156.55	384,293.27	-	269,006.71	-	876,443.11
613-SEWER CAPITAL PROJECTS	-	82,803.00	-	86,857.05	-	(4,054.05)
670-SANITATION	101,916.53	95,011.23	-	96,817.00	-	100,110.76
950-SELF INSURANCE	328,089.11	1,748.72	-	8,008.57	-	321,829.26
951-UNEMPLOYMENT SELF INS	65,833.70	396.64	-	3,104.92	-	63,125.42
TOTAL BALANCE	9,878,247.43	2,315,746.83	-	3,811,191.66	-	8,382,802.60

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	416,445.45 (1)	0.20%
Wash St. Bank - Airport Fuel Account	-	
Cash in Drawer	350.00	N/A
Investment in IPAIT	1,555,730.57	0.20%
Wash St - Farm Mgmt Acct	110,748.43	
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Wash St Bank - CD 04/22/2015 - renewed	500,000.00	2.19%
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Wash St Bank - CD 08/30/2018	266,339.29	2.28%
Wash St Bank - ISC Account	4,033,188.86	0.74%
TOTAL CASH IN BANK	8,382,802.60	

(1) Washington State Bank	494,343.83
Outstanding Deposits & Checks/Wages payable	(77,898.38)
	<u>416,445.45</u>

Frequently Asked Questions About Racism

Materials prepared by Washington For Justice for 9/15/2020 Washington City Council meeting

All italicized quotations are from How To Be an Antiracist, by Dr. Ibram X. Kendi.

What is racism?

“Racism is a marriage of racist policies and racist ideas that produces and normalizes racial inequities.”

“A racist idea is any idea that suggests one racial group is inferior or superior to another racial group in any way. Racist ideas argue that the inferiorities and superiorities of racial groups explain racial inequities in society.”

“An anti-racist idea is any idea that suggests the racial groups are equals in all their apparent differences - that there is nothing right or wrong with any racial group. Anti-racist ideas argue that racist policies are the cause of racial inequities.”

Racism occurs when a person or group makes a snap judgement about another person or group based on their skin color, then uses their power (implicit or explicit) to enact discriminatory policies and/or influence cultural norms.

Why is racism harmful to our community?

Treating our neighbors differently because of their skin color fosters a sense of “otherness” that creates distrust and conflict. Racism divides, rather than unites. It discourages collaboration, which in turn limits growth of character and economic opportunities. Being perceived as a racist community restricts the flow of new individuals who might otherwise consider moving to Washington. Additionally, racism in our community hinders the ability for all residents to be represented, as their voices are not equally heard and considered by those in positions of leadership.

Are my words and/or actions racist?

“The most threatening racist movement is not the alt right’s unlikely drive for a White ethnostate but the regular American’s drive for a ‘race-neutral’ one.”

Actions and words that make broad generalizations about a person or group based on their skin color are racist. They undermine each individual’s character, often superimposing a negative stereotype that inhibits personal interaction or relationship-building.

How can I be anti-racist?

“Like fighting an addiction, being an antiracist requires persistent self-awareness, constant self-criticism, and regular self-examination.”

We are not, and will never be, colorblind when it comes to skin color. Striving for a “post-racial” society ignores the cultural and socio-economic differences present in our community. Instead, we must increase awareness of our inclination for stereotypes, question our long-held beliefs about people who are different from us, and actively work to make our community a place where all people feel welcome and have access to equitable opportunities. There is no category for “not racist”; every policy and action is either “racist” or “anti-racist.”

Washington For Justice Petition and Proposal

Materials prepared by Washington For Justice for 9/15/2020 Washington City Council meeting

Statement Regarding the Attached Petition

The petition we have submitted today, while non-binding, indicates the desire of community members to work toward becoming anti-racist. We received more than 300 signatures, including 122 signatures from current residents of Washington and 103 signatures from elsewhere in Iowa. Many of the signatures are from current and former Washington residents – people who care deeply about our community. As a point of comparison, Council Member Gault received 161 votes and Council Member Stigers received 144 votes in the 2017 city election.

While we are not able to force you to take any actions, we do hope you will remember that the public has heard your words, seen your actions, and will remember that at the voting booth when your terms are up. There are several members of our diverse community who are willing to run for city council in an effort to diversify the faces of leadership in Washington, as well as ensure all members of this community are represented. In the meantime, Washington for Justice will shift its focus to a proposal for an anti-racist committee to aid in the mission of working toward the ultimate goal of anti-racist local leaders and an anti-racist community.

IDEA Committee Proposal

“There is no such thing as a nonracist or race-neutral policy. Every policy in every institution in every community in every nation is producing or sustaining either racial inequity or equity between racial groups.” [Source: [How To Be an Antiracist](#), by Dr. Ibram X. Kendi.]

Washington For Justice will submit a proposal to the City Council for the formation of an Inclusion, Diversity, Equity, and Accountability (IDEA) Committee. This IDEA Committee would work with the City Council and other local governmental officials to ensure fair treatment, equality of opportunity, and fairness in access to community resources in Washington. The IDEA Committee would also organize educational events and serve as a resource for marginalized members of our community. We are requesting to be on the agenda for the October 6th city council meeting to formally present this proposal.

How can I learn more?

- Email washingtonforjustice@gmail.com to join our mailing list.
- Join the Washington For Justice group on Facebook.
- Attend the Washington For Justice virtual town hall on Monday, September 28th at 7pm to learn more about our proposal for an IDEA Committee. Event information will be posted on Facebook, KCI Radio, and in the Southeast Iowa Union newspaper.

Petition

Apology and resignation of Fran Stigers and Steve Gault from Washington City Council

Created August 2020

On August 4th city council members Steve Gault and Fran Stigers made appalling and ignorant comments regarding a vote to approve a speaker and discussion on the town square surrounding BLM and racism. Their comments were unnecessary and not befitting the community they are supposed to represent. Using the terms "gangbangers" and people from inner cities as the potential cause of problems in Washington and referring to BLM as a "domestic terrorist group" is racist and unacceptable. The community of Washington is strong, diverse, and kind and we will not stand for these thoughtless comments. Please sign to support our call for an apology, racial sensitivity training, and resignation from these two council members.

Attachment: WFJ Petition 2020 09 11.PDF

Name	City	State	Postal Cod	Country	Signed On	WFJ Notes
Haleigh Brockman	Washington	IA	52353	US	8/7/2020	
Crystal Anderson	St. Charles	MO	63304	US	8/12/2020	
Gail Rathmel	Washington	IA	52353	US	8/12/2020	
Ryan Gibbs	Saint Louis	MO	63129	US	8/12/2020	
Hannah Horton	Urbandale	IA	50322	US	8/12/2020	
Sonia Leyva	Washington	IA	52353	US	8/12/2020	
Vani Tschantz	Washington	IA	52353	US	8/12/2020	
Bethany Glinsmann	Washington	IA	52353	US	8/12/2020	
Shannen smith	Washington	IA	52353	US	8/12/2020	
Sarah Kulisky	Greensboro	NC	27407	US	8/12/2020	
Courtney Bork	Iowa City	IA	52245	US	8/12/2020	
Jane Noble Davis	Washington	IA	52353	US	8/12/2020	
Meredith Henderson	Independence	IA	52353	US	8/12/2020	
Christina Harrill				US	8/12/2020	
Kayley Clark	Washington	IA	52353	US	8/12/2020	
James Soukup	Iowa City	IA	52353	US	8/12/2020	
Trevor Tschantz	Washington	IA	52353	US	8/12/2020	
Ed Conway	Washington	IA	52353	US	8/12/2020	
Ashley Brockman	Washington	IA	52353	US	8/12/2020	
Margaret Renoux	Washington	IA	64673	US	8/12/2020	
Brent Wihlm	Ankeny	IA	50023	US	8/12/2020	
Carly Anderson	Minneapolis	MN	55432	US	8/12/2020	
Lisa Hughes	Washington	IA	52353	US	8/12/2020	
Kyle Schindler	Iowa City	IA	52240	US	8/12/2020	
Kayla Schindler	Washington	IA	52353	US	8/12/2020	
c s	Lakeland	FL	33801	US	8/12/2020	
Kristy Hartsgrove	Iowa City	IA	52240	US	8/12/2020	
Sherry Renoux	Iowa City	IA	52245	US	8/12/2020	
Bailey Cole	Washington	IA	52353	US	8/12/2020	
Marquette Senters	Amana	IA	52203	US	8/12/2020	
Alyson Hesseltine	Washington	IA	52353	US	8/12/2020	
Jacee Stapp	Washington	IA	52353	US	8/12/2020	
Jason Grubbe	Iowa City	IA	52240	US	8/12/2020	
Fauna Nissley	Minneapolis	MN	55444	US	8/12/2020	
Lex V	Evanston	IL	60202	US	8/12/2020	
Melissa Turner	Washington	IA	52353	US	8/12/2020	
Julia Corbett	Cedar Falls	IA	50613	US	8/12/2020	
Elijah Jones	Iowa City	IA	52240	US	8/12/2020	
Gwen Flannery	Washington	IA	52353	US	8/12/2020	
Abdiaziz Ibar	Iowa City	IA	52242	US	8/12/2020	
Palermo Jefri	Iowa City	IA	52240	US	8/12/2020	
Jean Gloyer	Washington	IA	52353	US	8/12/2020	
Linda Drish	Washington	IA	52353	US	8/12/2020	
Anna Mayer	Kalona	IA	52247	US	8/12/2020	
tara jenkins	ottumwa	IA	52501	US	8/12/2020	
Jacqueline Arreola	Minneapolis	MN	55432	US	8/12/2020	
Joe Hoback	Chicago	IL	60613	US	8/12/2020	
Noel VanDenBosch	Iowa City	IA	52240	US	8/12/2020	
Josh Mayer	Washington	IA	52353	US	8/12/2020	
Joshua Bennett	Washington	IA	52353	US	8/12/2020	

Jillian Goff	Washington	IA	52353 US	8/12/2020
Molly Ryan	Fairfield	IA	52556 US	8/12/2020
Lupe Klein	Washington	IA	52353 US	8/12/2020
Janet Caldwell	Washington	IA	52353 US	8/12/2020
Brian Wingler	Washington	IA	52353 US	8/12/2020
Monica Meza	Washington	IA	52353 US	8/12/2020
Anna-Marie Wheeler	Cedar Rapids	IA	52353 US	8/12/2020
Aylin Reymundo	Ames	IA	50011 US	8/12/2020
Adhali Larios-Hernandez	Iowa City	IA	52240 US	8/12/2020
Marlene Larios	Washington	IA	52353 US	8/12/2020
Linda Soukup	Washington	IA	52353 US	8/12/2020
Gary Murphy	Washington	IA	52353 US	8/12/2020
Bridgett Arreola	Washington	IA	52353 US	8/12/2020
Jenny Rangel	Johnston	IA	50131 US	8/12/2020
Maggie Voss	Washington	IA	52353 US	8/12/2020
Chad Goings	Washington	IA	52353 US	8/12/2020
Nancy Gonzalez jimenez	Washington	IA	52353 US	8/12/2020
Beth Goings	Greenfield	IA	50849 US	8/12/2020
Amanda Smith	Washington	IA	52353 US	8/12/2020
Nicole Distelhorst	Warner Robins	GA	31093 US	8/12/2020
Ramon Ponce	Washington	IA	52353 US	8/13/2020
Jazmin Reyes	Minneapolis	MN	55407 US	8/13/2020
Lorenzo Zamudio	Cedar Rapids	IA	52404 US	8/13/2020
Taylor Gish	Atlanta	GA	30303 US	8/13/2020
Carmelita Lopez	Goose Creek	SC	29445 US	8/13/2020
Lupita De La Rosa	Minneapolis	IA	55407 US	8/13/2020
Sarah Hall	Des Moines	IA	50310 US	8/13/2020
Abby Voss	Washington	IA	52353 US	8/13/2020
Anal Del Gay	Saginaw		48603 US	8/13/2020 Fake signature
Stacy Ramirez	Washington	IA	52353 US	8/13/2020
Genevieve Cleverley	Iowa City	IA	52240 US	8/13/2020
Christopher Cyr	East Hampton		6424 US	8/13/2020
Jasmine Mares	Washington	IA	52246 US	8/13/2020
Nayeli Hernández	Iowa City	IA	52245 US	8/13/2020
Roger Farmer	Washington	IA	52353 US	8/13/2020
Alejandra Torres	Washington	IA	52353 US	8/13/2020
Anne Goebel	Washington	IA	52353 US	8/13/2020
Jennifer Crumly	Washington	IA	52353 US	8/13/2020
Lyn Thomas	Washington	IA	52353 US	8/13/2020
Max Goodwin	Agency	IA	52530 US	8/13/2020
Natally Guzman	Washington	IA	52353 US	8/13/2020
Sasha Clark	Columbus junction	IA	53738 US	8/13/2020
Sofia Acosta	Toppenish	WA	98948 US	8/13/2020
Jakob Grimm	Ainsworth	IA	52201 US	8/13/2020
Katie Lennon	Littleton	CO	80121 US	8/13/2020
José Reyes	Washington	IA	52353 US	8/13/2020
Theresa Anders	Milo	IA	50166 US	8/13/2020
Abigail Garcia	Columbus junction	IA	52738 US	8/13/2020
kristen scherer	hyannis	MA	2601 US	8/13/2020
Richard Hamilton	New york	NY	11201 US	8/13/2020
Kianna Boyd	Lynn		1905 US	8/13/2020

Toni Dunbar	Crawfordsville	IA	52621 US	8/13/2020
Caleb B	Washington	IA	52353 US	8/13/2020
COLE WATSON	Reno	NV	89506 US	8/13/2020
Tiana Bolivar			US	8/13/2020
Robb Pearson	Des Moines	IA	50312 US	8/13/2020
Heather Perez	Washington	IA	52353 US	8/13/2020
Jacqueline Michaca	Marion	IA	52302 US	8/13/2020
Janna Hammes	Des Moines	IA	50321 US	8/13/2020
Sharyl Frogge	Melrose	IA	52569 US	8/13/2020
Melissa Fikuart	Kalona	IA	52247 US	8/13/2020
Tim Looney	Washington	IA	52353 US	8/13/2020
Sara Williams	Washington	IA	52353 US	8/13/2020
megan schwalm	Iowa City	IA	52240 US	8/13/2020
Elizabeth Wolfe	Iowa City	IA	52240 US	8/13/2020
Jessica Rivers	Washington	IA	52353 US	8/13/2020
Madason Tuggle	Washington	IA	68521 US	8/13/2020
Drew Ruby	Fort Dodge	IA	50501 US	8/13/2020
Megan Bruty	Washington	IA	52353 US	8/13/2020
Christina Wenger	Washington	IA	52353 US	8/13/2020
Maggie Schlorholtz	Wayland	IA	52654 US	8/13/2020
Ricky Bobby	Washington	IA	52353 US	8/13/2020
jada smith	Evansville	IN	47720 US	8/13/2020
Nakia Young	Washington	IA	52353 US	8/13/2020
Jamie Helmick	Iowa City	IA	52245 US	8/13/2020
Amber McCormick	North Liberty	IA	52317 US	8/13/2020
Meghan McCray	Bettendorf	IA	52722 US	8/13/2020
Heydi Medina	Rogers	AR	72758 US	8/13/2020
J Richard Fikuart	Brighton	IA	52540 US	8/13/2020
Shelby Lynn	Albuquerque	NM	87104 US	8/13/2020
Rachel Craig	Burlington	IA	52601 US	8/13/2020
Quincy Robinson	Greensboro	NC	27410 US	8/13/2020
Grace Voss	Washington	IA	52353 US	8/13/2020
Beth Voss	Washington	IA	52353 US	8/13/2020
Michelle Bessman	Iowa City	IA	52245 US	8/13/2020
Nancy Ross	Eagle Bend	MN	56446 US	8/13/2020
Les Redlinger	Washington	IA	52353 US	8/13/2020
Brandon Parton	Hebron	IL	60034 US	8/13/2020
Anna Whittle Jeffries	Washington	IA	52353 US	8/14/2020
Madelina Hernandez	Washington	IA	52353 US	8/14/2020
Chyna Robinson	Miami	FL	33127 US	8/14/2020
Anyelen Guzman	Walkersville	MD	21793 US	8/14/2020
Jaime Love (Carpenter)	Washington	IA	52353 US	8/14/2020
Araf Bakth	Warren	MI	48088 US	8/14/2020
Angela Hale	Brunswick	GA	31523 US	8/14/2020
Dawn Keith	Washington	IA	52353 US	8/14/2020
Adan Reyes Salas	Washington	IA	52353 US	8/14/2020
Cheyenne Gillette	Kalona	IA	52247 US	8/14/2020
Brenna Burlingame	Washington	IA	52353 US	8/14/2020
Zenaida Morales	Chester	IL	62233 US	8/14/2020
katie roush	Franklin	OH	45005 US	8/14/2020
Belinda Contreras	Oxnard	CA	93033 US	8/14/2020

Jenna Roberts	Waterloo	IA	50702 US	8/14/2020
Paul Anders	Washington	IA	52353 US	8/14/2020
Ricky Bergfeld	Iowa City	IA	52240 US	8/14/2020
Maggie Morgan	Washington	IA	52353 US	8/14/2020
Linh Trinh	Naples	FL	34109 US	8/14/2020
Destiny Chavez	Tucson	AZ	85719 US	8/14/2020
Jeannette Wagner	Washington	IA	52353 US	8/14/2020
Missy Pritchard	Des Moines	IA	50315 US	8/14/2020
Mileka Jones	Cedar Rapids	IA	52405 US	8/14/2020
Sydney Clark	Washington	IA	52353 US	8/14/2020
Makhi Doctor	Ridgeville	SC	29472 US	8/14/2020
Alicia Schurbon	Washington	IA	52353 US	8/14/2020
Lynnette Loula	Washington	IA	52353 US	8/14/2020
Cody Embree	Dodgeville	WI	53533 US	8/14/2020
Reece Peterson	Thousand Oaks	CA	91360 US	8/14/2020
Cosianah Morgan	Spokane	WA	99207 US	8/14/2020
Ana Chavez	Rochester	MN	55901 US	8/14/2020
Stephanie Muff	Iowa City	IA	52246 US	8/15/2020
Comet Morgan	Columbia	SC	29209 US	8/15/2020
Evie Richardson	Washington	IA	52353 US	8/15/2020
May Stafford	Dana Point	CA	92629 US	8/15/2020
Rachael Marie	Brooklyn	NY	11221 US	8/15/2020
Oscar Velasco	Washington	IA	52353 US	8/15/2020
Normando Reyes	Washington	IA	52353 US	8/15/2020
Jeanie Wade-Nagle	Iowa City	IA	52245 US	8/16/2020
Nathaniel Calhoon	Columbus	OH	43221 US	8/16/2020
Gabriela Delgado	Anaheim	CA	92801 US	8/16/2020
Kenna Soria	Gilroy	CA	95020 US	8/16/2020
alba kilian	Verona		7044 US	8/16/2020
alyssa laabs	San Diego	CA	92103 US	8/16/2020
John Smith	Albuquerque	NM	87106 US	8/16/2020
Jacqueline Smith	Canton		2021 US	8/16/2020
Bailey Even	Vero Beach	FL	32962 US	8/16/2020
Bella Chore	Hedrick	IA	52563 US	8/16/2020
Bill Reha	Pflugerville	TX	78660 US	8/16/2020
Edna Bernal	Washington	IA	52353 US	8/16/2020
Norzilia Danielyan	Los Angeles	CA	90028 US	8/16/2020
Rebecca Ross	North Liberty	IA	52317 US	8/16/2020
David Gonzalez	Ankeny	IA	50023 US	8/16/2020
Layla Friend	Bettendorf	IA	52722 US	8/16/2020
Joseph Lipski	Washington	IA	52353 US	8/17/2020
Erin Riley	Washington	IA	52353 US	8/17/2020
Lily Chong	Iowa City	IA	52245 US	8/17/2020
Cole Grant	Waterloo	IA	79323 US	8/17/2020
Alyssa White	Manchester	IA	52057 US	8/17/2020
Cole Davies	Washington	IA	52353 US	8/17/2020
Emily Chance	Madison	WI	53706 US	8/17/2020
Melanie Tripplett	Washington	IA	52353 US	8/17/2020
Zach Fritsch	Iowa City	IA	52246 US	8/17/2020
Ashley C	Kalona	IA	52247 US	8/17/2020
Lara Marsh	Iowa City	IA	52245 US	8/17/2020

Gaby Canchola	Washington	IA	52353 US	8/17/2020
Israel Cuevas	Washington	IA	52353 US	8/17/2020
Yanely Cruz	Palatine	IL	60067 US	8/17/2020
Francisca Larios	Fontana	CA	92336 US	8/17/2020
Michelle Sisco-Ortiz	Washington	IA	52353 US	8/17/2020
Jakob Steen	Washington	IA	52353 US	8/17/2020
Vicki Jeffries	Milo	IA	50166 US	8/17/2020
Angel-Jessica Najera	Washington	IA	52353 US	8/17/2020
Brooke Vicker	Washington	IA	52353 US	8/17/2020
Stephanie Najera			59300 Mexico	8/17/2020
Miraldo Michel	Oskaloosa	IA	52577 US	8/17/2020
ariel tripplett	Washington	IA	52353 US	8/17/2020
Elizabeth Harris	Washington	IA	52353 US	8/18/2020
Lori Minor	Iowa City	IA	52247 US	8/18/2020
Keely Brower	Mount Pleasant	IA	52641 US	8/18/2020
Lindsay Wheeler	Washington	IA	52353 US	8/18/2020
Peter Glinsmann	Washington	IA	52353 US	8/18/2020
Susan Fisher	Washington	IA	52353 US	8/18/2020
Ike Glinsmann	Washington	IA	52353 US	8/18/2020
Dirks McGuire	Washington	IA	52353 US	8/18/2020
Blaine Widmer	Washington	IA	52353 US	8/18/2020
Kelly Wieland	North Liberty	IA	52317 US	8/18/2020
Nancy Reyes	Washington	IA	52353 US	8/18/2020
Myron Graber	Washington	IA	52353 US	8/18/2020
Miguel Sanchez	Cranston	RI	2920 US	8/19/2020
Anne Youngman	Iowa City	IA	52240 US	8/20/2020
Karen Mcfarland	Washington	IA	52353 US	8/21/2020
Michael Dillon	Iowa City	IA	52240 US	8/21/2020
Ted Drain	Washington	IA	52353 US	8/21/2020
Brian Olivera	Bluffton	SC	29910 US	8/22/2020
Nicolas Donahue	Tiverton	RI	2878 US	8/22/2020
Marisa Mclean	El Paso	TX	79936 US	8/22/2020
Kristal Stubbs	Winter Haven	FL	33880 US	8/22/2020
Grace Holdren	Warminster	PA	18974 US	8/22/2020
Keyona St.Sauver	San bernadino	CA	92376 US	8/22/2020
anais mccarty	austin	TX	78628 US	8/22/2020
Jordyn Baughman	Bettendorf	IA	52722 US	8/22/2020
Delma Rodríguez	Philadelphia	PA	19140 US	8/22/2020
Makele Trio	Baltimore	MD	21215 US	8/22/2020
CHRISTOPHER CHALMERS	Spring Hill	FL	34609 US	8/22/2020
Kyla De Las Alas	Pacoima	CA	91331 US	8/22/2020
John Kramer	Marshfield	MA	2050 US	8/22/2020
Sabrina Esquibel	Fresno	CA	93710 US	8/22/2020
Monica Lee	Gainesville	FL	32641 US	8/22/2020
Elliott Fish	Fayetteville	NC	27703 US	8/22/2020
Taryn Tokie	Oxford	MI	48371 US	8/22/2020
callie brennan	Portland	CT	6480 US	8/22/2020
Denisse Perez	Burbank	CA	91503 US	8/22/2020
anna zhang	Los Angeles	CA	90009 US	8/22/2020
Sai Pushpa Kondapaneni	San Antonio	TX	78259 US	8/22/2020
Ricardo Acero	Beaverton	OR	97007 US	8/22/2020

Pheelo Makgata				US	8/22/2020
Desila Gimre	Brentwood	CA	94513	US	8/22/2020
Alexis Pedersen				US	8/22/2020
Barb Swift	Iowa City	IA	52240	US	8/22/2020
Joseph Wyse	Iowa City	IA	52240-393	US	8/23/2020
Mark Kendall	Washington	IA	52353	US	8/24/2020
Mary Hendrickson	IOWA CITY	IA	52240	US	8/24/2020
Christopher Moreno	Costa Mesa	CA	92626	US	8/26/2020
eloise Iangan	Katy	TX	77449	US	8/26/2020
Harold R. Frakes	Brighton	IA	52540	US	8/29/2020
Wendy Heck	Washington	IA	52353	US	8/30/2020
Will Dehogues	Kalona	IA	52247	US	9/2/2020
Braedan Garrett	Muscatine	IA	52761	US	9/9/2020
Genoveva Diaz	Washington	IA	52353	US	9/9/2020
Ashley Stover	Washington	IA	52353	US	9/9/2020
Michelle Caldwell	Scottsdale	AZ	85257	US	9/10/2020
Janis Vittetoe	Washington	IA	52353	US	9/10/2020
Timmie Barnes	Iowa City	IA	52246	US	9/10/2020
Brett Pierson	Washington	IA	52353	US	9/10/2020
Emily Conway	New York	NY	10033	US	9/10/2020
Alex Conway	New York	NY	10039	US	9/10/2020
Maureen Howard	Washington	IA	52353	US	9/10/2020
Kristin Pierce	Granger	IA	50109	US	9/10/2020
Rachel Delzell	Des Moines	IA	50315	US	9/10/2020
Alissa Morrison	Johnston	IA	50131	US	9/10/2020
Debbie Jewell	Washington	IA	52353	US	9/10/2020
Erika Diaz	Washington	IA	52353	US	9/10/2020
Rosa Tapia	Iowa City	IA	52245	US	9/10/2020
Stephen Ferski	Washington	IA	52353	US	9/10/2020
Amanda Goldsmith	Washington	IA	52353	US	9/10/2020
Elise Crone	Iowa City	IA	52240	US	9/10/2020
Jeff Crone	Iowa City	IA	52240	US	9/10/2020
Dan Potratz	Iowa City	IA	52246	US	9/10/2020
Melanie Jagannathan	Iowa City	IA	52240	US	9/10/2020
Drew Van Winkle	Des Moines	IA	50310	US	9/10/2020
jayvin moore	Philadelphia	PA	19143	US	9/10/2020
Justin Eby	Mechanicsburg	PA	17055	US	9/10/2020
Jordan Garrett	Iowa City	IA	52246	US	9/10/2020
Caroline Adams	Tallahassee	FL	32309	US	9/10/2020
Chris Henderson	Williamston	MI		US	9/10/2020
Ben McFarland	Des Moines	IA	50310	US	9/10/2020
Willis Pearson	Dubuque	IA	52001	US	9/10/2020
Angela Simmering	Ames	IA	50010	US	9/10/2020
Don Hughes	Washington	IA	52353	US	9/10/2020
Blake Keating	Chicago	IL	60654	US	9/10/2020
Thomas Davis	San Antonio	TX	78210	US	9/10/2020
Tom Noble	West Des Moines	IA	50266	US	9/10/2020
Jim Noble	Urbandale	IA	50322	US	9/10/2020
Tahneka Downer	Deland	FL	32724	US	9/10/2020
eva deleon	Kingsport	TN	37660	US	9/10/2020
Cindy Mumm	Windsor Heights	IA	6.81E+09	US	9/10/2020

Mary Garcia	St Paul	MN	55116 US	9/10/2020
Charlotte Noble	Urbandale	IA	50322 US	9/10/2020
Lara Williams	Iowa City	IA	52245 US	9/10/2020
Matthew Smith	Washington	IA	52353 US	9/10/2020
Joe McConnell	Washington	IA	52353 US	9/10/2020
Xander A	Austin	TX	89101 US	9/10/2020
Angelina Scarcelli	Haslet		380032 US	9/10/2020
Braidy F	Pleasantville	IA	50225 US	9/10/2020
Reyna Preciado	Downey	CA	90241 US	9/10/2020
Simon Reynolds	Pensacola	FL	32526 US	9/10/2020
Isaac Sorensen	Tiffin	IA	52340 US	9/10/2020
Kara Stewart	Schulenburg	TX	78956 US	9/10/2020
Daisy Caruso	Toledo	OH	43607 US	9/10/2020
Angel Scarcelli	Fort Worth	TX	76131 US	9/10/2020
Griffin Bandler	Phoenix	AZ	85020 US	9/10/2020
Ana Gutierrez	El Centro	CA	92243 US	9/10/2020
Grisel Lizardi	Chicago	IL	60621 US	9/10/2020
Nayeasha Khondoker	Orlando	FL	34787 US	9/10/2020
Blake Petrovich	Cadiillac	MI	49601 US	9/10/2020
Daniel OConnell	Largo	FL	33774-37C US	9/10/2020
Danny Masood	Westland	MI	48185 US	9/10/2020
Storm Montez	Dunkirk	NY	14048 US	9/10/2020
Tiffany Avila	New York	NY	10034 US	9/10/2020
Payton Hall	Solana Beach	CA	92075 US	9/10/2020
Rodolfo Barrera	Austin	TX	79886 US	9/10/2020
Mikailey LaGrace	Lucas	TX	75002 US	9/10/2020
Tristan Herard	Weslaco	TX	78596 US	9/10/2020
Michael Ruskin	Aiken	SC	29803 US	9/10/2020
Siena Stronach	Washington	DC	20015 US	9/10/2020
Angela Winterhalter	Buffalo	MN	55313 US	9/10/2020
brianna amador	Valley Stream	NY	11580 US	9/10/2020
meilan g	Miami	FL	33181 US	9/10/2020
Michelle Vilmar	New York	NY	10031 US	9/10/2020
Hunter Dailey	Mankato	MN	56001 US	9/10/2020
Scott Robinson	Cedar Springs	MI	49319 US	9/10/2020
Elliott Hell	Manassas	VA	20111 US	9/10/2020
K@my@r ...	Secaucus		7094 US	9/10/2020 Fake signature
Joycelyn Nguyen	Denver	CO	80122 US	9/10/2020
mishal zaidi	Houston	TX	77083 US	9/10/2020
les t	Montebello	CA	90640 US	9/10/2020
Stanley Jimenez	Oceanside	NY	11572 US	9/10/2020
Gavin Argyros	Port Jefferson	NY	US	9/10/2020
Ashiah Gudino	Reno Nevada	NV	889431 US	9/10/2020
Teanear Wasi	Southfield	MI	48075 US	9/10/2020
shane prince	Aliso Viejo	CA	92656 US	9/10/2020
Savannah Mcfarland	Mount Gilead	OH	43338 US	9/10/2020
Julian Sims	Northridge	CA	91324 US	9/10/2020
Catherine Espinosa	Houston	TX	77083 US	9/10/2020
kalei m			US	9/10/2020
Kahlan Adams	Sun City	AZ	85373 US	9/10/2020
Maya Bee	Salem	OR	97302 US	9/10/2020

gabriela estrada	Hialeah	FL	33018 US	9/10/2020
Sofia Marquez	El Paso	TX	79930 US	9/10/2020
Jenny Vera	Seattle	WA	98116 US	9/10/2020
Leam Wilson	Baltimore	MD	21239 US	9/10/2020
matti h	Portland	OR	97210 US	9/10/2020
Tiyana Douglas	Charlotte	NC	28262 US	9/10/2020
karisa pluchino	shirley	NY	11967 US	9/10/2020
Barbie Cremeans	Racine	WV	25165 US	9/10/2020
JR Brenman	North Hollywood	CA	91606 US	9/10/2020
Jack Thin	Owings	MD	20736 US	9/10/2020
Caroline Quiroga	Germantown	MD	20874 US	9/10/2020
Samantha Vargas	Doral	FL	33178 US	9/10/2020
Aniya White	Glenwood	IL	60425 US	9/10/2020
Ce'Nedra Ellison	Yukon	OK	73099 US	9/10/2020
Aurelia Hutchinson	Phoenix	AZ	85086 US	9/10/2020
John McCabe	Howard beach	NY	11414 US	9/10/2020
Obama Yes			US	9/10/2020 Fake signature
Madison Dahlgren			US	9/10/2020
Ca'din Jones	Orange	TX	77632 US	9/10/2020
Addison Hayes	Denver	CO	35244 US	9/10/2020
McAelan Remigio	San Diego	CA	92126 US	9/10/2020
Brook Mihelich	Kennewick	WA	99338 US	9/10/2020
Crystal Alba	Charlotte	NC	28217 US	9/10/2020
Emily Henkell	Merrick	NY	11566 US	9/10/2020
Thomas Ruelas	Gustine	CA	95322 US	9/10/2020
aly hates baby	Long Beach	CA	90802 US	9/10/2020
Charles Faavesi	Hayward	CA	94544 US	9/10/2020
amy lessor	Colorado Springs	CO	80909 US	9/10/2020
Cassidy Gray	Port Allen	LA	70767 US	9/10/2020
Jordan Hinz	Ellicott City	MD	21043 US	9/10/2020
Ervin Judkins	Aurora	CO	80011 US	9/10/2020
Griffin Rose	Arlington	TX	76014 US	9/10/2020
Breyla Lundgard	South Bend	IN	46615 US	9/10/2020
Kendrick Collins	Harrisburg	PA	17112 US	9/10/2020
Chris P	Los Angeles	CA	US	9/10/2020
Ava Hemstreet	Buffalo	WA	98003 US	9/10/2020
Jordahn Rodrigues	Kapolei	HI	96707 US	9/10/2020
Paola Dominguez	Miami	FL	33167 US	9/10/2020
musaib ahmed	Irving	TX	75062 US	9/10/2020
Marcus Dorsey	District Heights	MD	20747 US	9/10/2020
Riley Reid	Roseville	CA	95678 US	9/10/2020
trevor vlahos	Bedford	MA	1730 US	9/10/2020
Jackeline Suarez	San Leandro	CA	94577 US	9/10/2020
Fhameda Sultan	Paterson	NJ	7522 US	9/10/2020
Jacqueline Stevens	Brooklyn	NY	11206 US	9/10/2020
Becca Ward	Audubon	NJ	8106 US	9/10/2020
Jake Paul	Carlsbad	CA	92011 US	9/10/2020
Zihar Foltz	Harrisburg	PA	17103 US	9/10/2020
Alliyah Riley	Prince George	VA	23875 US	9/10/2020
Monty Alabaster	Pleasanton	CA	94566 US	9/10/2020
Chris Padilla	Anaheim	CA	92805 US	9/10/2020

Andrea Sanchez	Minneapolis	MN	55441 US	9/10/2020	
Devin Watts	Kent	WA	98030 US	9/10/2020	
Marley Callahan	Los Angeles	CA	90045 US	9/10/2020	
Michael Okoroha	Texas	TX	77564 US	9/10/2020	
Krista Feichtinger	Montague	MA	1351 US	9/10/2020	
Dawn Steinman	Bolivar	MO	65613 US	9/10/2020	
Quinn Becker	Urbandale	IA	50322 US	9/10/2020	
Kelsey Vittetoe	Washington	IA	52353 US	9/10/2020	
Katie Lujan	Iowa City	IA	52353 US	9/10/2020	
Corazon Amigou	Washington	IA	52353 US		Signed via another method
Jennifer Crone	Washington	IA	52353 US		Signed via another method
Dan Henderson	Washington	IA	52353 US		Signed via another method
Shannon Rios	Washington	IA	52353 US		Signed via another method
Adam Fisher	Washington	IA	52353 US		Signed via another method
Danielle Stouder	Washington	IA	52353 US		Signed via another method
Lorraine Williams	Washington	IA	52353 US		Signed via another method
Joe Haughsted	Washington	IA	52353 US		Signed via another method
Penny Crile Miller	Washington	IA	52353 US		Signed via another method



SPECIAL EVENTS APPLICATION & HOLD HARMLESS AGREEMENT

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

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

1. APPLICANT INFORMATION

Name/Event: Shop Hop
Coordinator: Jennifer Ross / Leslie Allender
Contact Number: (319) 461-0625
Email Address: leslie.allender@outlook.com

2. EVENT INFORMATION

Event Description: Shop Hop is a series of vendors spread out from Wellman to Mt Pleasant offering shopping throughout the weekend
Days/Dates of Event: Sept 18-20
Time(s) of Event: (Include Set Up/Tear Down Time) 9am Friday to 6pm Saturday 9am-6pm Sunday 12-4
Event Location: Various - Repurpose it is a destination
Will event require an alcohol license or require modification of an existing license? Yes No

3. REQUEST INFORMATION (Check All Applicable Items)

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

Temporarily close a street for a special event (specify street, times, and indicate on map:)
X Description: 1st 3 parking spaces in front of Repurpose it
parking spots only - no street

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

Other Requests

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

_____ Use of gators/UTV/ATV on City streets

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

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

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

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

_____ Fireworks (specify location :)

_____ Other (please specify :)

4. ITEMS REQUESTED FROM THE CITY OF WASHINGTON

_____ Street barricades

_____ Yield signs for crosswalks

_____ Emergency "No Parking" Signs

_____ Garbage/Recycling Barrels

Traffic cones

_____ Street Sweeping following (parades)

_____ Picnic Tables

_____ Other (please specify:)

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

_____ Amplified Sound/Speaker System

_____ Recorded/Live Music

_____ Public Address System

_____ If so: BMI/ASCAP License obtained?

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

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

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

Contact Person: _____

Phone: _____

7. INSURANCE

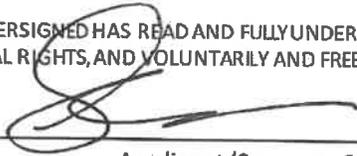
For events requiring an alcohol license, the minimum amount of coverage in the general liability insurance policy shall be \$2,000,000 general aggregate, \$1,000,000 personal injury and \$1,000,000 each occurrence. The minimum limits for the liquor liability policy shall be \$500,000. For all other events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

_____ Certificate of Insurance provided and accepted _____ Certificate of Insurance not required

8. AGREEMENT

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

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



 Applicant/Sponsor Signature

9/11/20

 Date

DEPARTMENT APPROVALS

<u>Indicate Date Contacted</u>	The applicant is responsible for coordinating with all applicable departments in advance of City Council consideration.			
<u>N/A</u>	City Clerk (Liquor Licenses)	Illa Earnest	319-653-6584 ext 131	iearnest@washingtioniowa.gov
	Comments/Restrictions:			
<u>Notified</u>	Police Chief	Jim Lester	319-458-0264	jlester@washingtioniowa.gov
	Comments/Restrictions:			
<u>Notified</u>	Fire Chief	Tom Wide	319-863-3332	firedept@washingtioniowa.gov
	Comments/Restrictions:			
<u>email 9/11/20</u>	Streets	JJ Bell	319-653-1538	jjbell@washingtioniowa.gov
	Comments/Restrictions:			
<u>N/A</u>	Parks	Nick Pacha	319-321-4886	npacha@washingtioniowa.gov
	Comments/Restrictions:			
<u>N/A</u>	County Environmental Health (if serving food): Jason Taylor; 319-461-2876; jtaylor@co.washington.ia.us			
	Comments/Restrictions:			

CITY COUNCIL APPROVAL

 City Clerk Signature

 Date of Action

Approved: _____ Denied: _____

CONDITIONS IMPOSED: _____

Illa Earnest

From: Leslie Allender <leslie.allender@outlook.com> on behalf of Leslie Allender
Sent: Friday, September 11, 2020 2:31 PM
To: Illa Earnest
Subject: Re: I have you on the agenda

Hi Illa,

I am not sure this has everything needed but here it is. I couldn't add to map because the map was just downtown square. We are one block north of square. We are just looking to come off the 1st 3 parking spaces in front of our building so the Kettle Corn group can set up. They are doing their own permits, etc. we are just the host location for them.

Let me know if you have any questions.

How would I go about being "zoom"ed into the City Council meeting and when would it be?

Thanks,
Leslie Allender
CARSON PLUMBING & HEATING SERVICES, INC.
107 W. 2ND STREET
WASHINGTON, IA 52353
319-653-2287 OFFICE
leslie.allender@outlook.com

From: Illa Earnest <learnest@washingtioniowa.gov>
Sent: Friday, September 11, 2020 2:19 PM
To: Leslie Allender <leslie.allender@outlook.com>
Subject: I have you on the agenda

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

September 9, 2020

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

From: Brent Hinson
City Administrator

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

Re: Bell Property Annexation

We have completed the annexation process to this point (again), so now it is time for a public hearing and then consideration of the annexation.

Following approval, we will file with Secretary of State, each utility affected, Iowa Department of Transportation and Washington County Recorder's Office.

RESOLUTION NO. _____

**A RESOLUTION APPROVING VOLUNTARY
ANNEXATION OF CERTAIN PROPERTIES**

WHEREAS, property owners Bell family and the City of Washington have petitioned for voluntary annexation of certain properties adjoining the current boundary line into the city limits of Washington, Iowa, said territory not being within an urbanized area; and

WHEREAS, the legally-required notifications to interested parties and public hearing have been completed; and

WHEREAS, the City of Washington, Iowa desires to have said real property annexed to and developed as a part of the community.

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

Section 1. That the Petition for Voluntary Annexation of said real property as described in Exhibit A attached hereto be and the same is hereby approved and accepted.

Section 2. That the Clerk is authorized to make the necessary legal filings to complete said annexation.

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

PASSED AND APPROVED this 15th day of September, 2020.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk



PLAT OF SURVEY

PARCEL F LAND DESCRIPTION:

Parcel F being part of the South One-half of the Northwest Fractional Quarter of Section 19 – Township 75 North – Range 7 West of the 5th P.M., Washington County, Iowa which lies West and North of the centerline of the Highway as same was located on March 2, 1925. Said Parcel F is more particularly described as follows:

Commencing at the Northeast corner of said South 1/2 of the NW Fractional 1/4; thence South 87°05'35" West 32.77 feet along the North line thereof to the centerline of said Highway as same was located on March 2, 1925, said point being the Point of Beginning; thence South 01°10'40" East 156.94 feet along said centerline; thence Southwesterly 704.52 feet along said centerline along a 956.00 foot radius curve, concave Northwesterly and having a chord which bears South 19°56'45" West 688.66 feet; thence continuing along said centerline South 41°04'45" West 574.15 feet; thence North 49°05'40" West 577.27 feet; thence North 00°45'30" West 805.50 feet to the North line of said South 1/2 of the NW Fractional 1/4; thence North 87°05'35" East 1057.28 feet along said North line to the Point of Beginning. Said Parcel F contains 22.07 acres subject to 2.98 acres of right-of-way.

PARCEL G LAND DESCRIPTION:

Parcel G being part of the South One-half of the Northwest Fractional Quarter of Section 19 – Township 75 North – Range 7 West of the 5th P.M., Washington County, Iowa which lies West and North of the centerline of the Highway as same was located on March 2, 1925. Said Parcel G is more particularly described as follows:

Commencing at the Northeast corner of said South 1/2 of the NW Fractional 1/4; thence South 87°05'35" West 1090.05 feet along the North line thereof to the Point of Beginning; thence South 00°45'30" East 805.50 feet; thence South 87°38'10" West 1213.00 feet to the West line of said South 1/2 of the NW Fractional 1/4; thence North 00°45'30" West 794.00 feet along said West line to the NW corner of said South 1/2 of the NW Fractional 1/4; thence North 87°05'35" East 1213.38 feet along the North line of said South 1/2 of the NW Fractional 1/4 to the Point of Beginning. Said Parcel G contains 22.26 acres.

AREA TABLE PARCEL F (ACRES)			
1/4-1/4	TOTAL	R.O.W.	NET
SE-NW FR.	22.07	2.98	19.09
SW FR.-NW FR.	N.A.	N.A.	N.A.

AREA TABLE PARCEL G (ACRES)			
1/4-1/4	TOTAL	R.O.W.	NET
SE-NW FR.	4.15	0.00	4.15
SW FR.-NW FR.	18.11	0.00	18.11

PARCELS F & G IN THE S 1/2 OF THE NW FR 1/4 OF SEC. 19-75-7 WASHINGTON COUNTY, IOWA		
DATE: 3-11-20	DRN. BJM	APP.
FLD.BK.	PROJ.NO. 7019317	

Washington Water Treatment Plant

9/8/20

Memo: Hydrogen Sulfide Mitigation

As most of you are aware, we have been dealing with a rotten egg smell at the water plant since we went online with the new plant in 2018. The rotten egg smell is hydrogen sulfide gas from our raw drinking water. The smell is coming from our aerator which is on top of the new building at the water plant. Our options to mitigate the smell are well treatments or raising the aerator stack exhaust. Shock chlorinating the wells is much more expensive.

We had Evans Welding raise the aerator stack last year. We noticed the odor was not as bad but unfortunately, we can still smell the hydrogen sulfide. We would like to raise the stack another 10' and put a T at the bottom of the stack. The T at the bottom of the stack would allow outside air to mix with and dilute with the hydrogen sulfide gas. We believe this is the most economical way to mitigate the odor and would like council's approval to move forward. If you have any questions please call or email.

Water Treatment Superintendent:

Kyle Wellington

Evans Welding, LLC

110 N 15th Ave
Washington, IA 52353

Estimate

Date	Estimate #
9/3/2020	736

City of Washington 215 E Washington PO Box 516 Washington, IA 52353

			P.O. No.
Description	Qty	Rate	Total
To put another 10' of SS Stack with Y pipe. Equipment rental included		9,721.07	9,721.07
Due on Receipt. Past 30 days 1.5% will be added.		Subtotal	\$9,721.07
		Sales Tax (7.0%)	\$0.00
		Total	\$9,721.07

Phone # 319-653-3775

Fax # 319-653-7337

julie@evanswelding.net

City of Washington

Elm Grove & Woodlawn Cemetery

Elm Grove & Woodlawn Cemetery would like to request City Council's consideration for concrete foundation and floor for the Jones garage that is to be moved from 302 S 2nd St to Elm Grove Cemetery. We have sent out for bids to 6 local contractors and got 2 bids back. We sent bids out to Coleman Construction (Washington), Greg Bruty Construction (Washington), Duwa's Quality Walls (Riverside), B & L Concrete (Keota), Stransky Concrete (Riverside), and Rodney's Concrete (Washington).

We sent out bids for 2 options, Option 1: 2' footing/wall and floor, and Option 2 4' footing/wall and floor. Options 2 will make the garage more usable in the future by adding a foot to the height of the building allowing us to put bigger equipment thru the garage door that does not fit thru a 7' tall door. We have a 7' tall garage door on the office, and we can not get the pickup, our John Deere tractor or Kubota mower inside because they are too tall.

Greg Bruty Construction (Option 2):	\$7,014.00
Greg Bruty Construction (Option 1):	\$5,958.00
Coleman Construction (Option 2):	\$7,120.00
Coleman Construction (Option 1):	\$3,620.00

So that council is aware, we will be expecting around \$5,000 in additional expenses after the concrete is done, to have the garage moved from its present location out to cemetery. These expenses will include moving of the garage, electrical work, floor drain tile and removal of concrete at 302 S 2nd St, and backfill with dirt, level and seeding.

If you have any questions, please feel free to contact me. I will be happy to answer any questions that you may have. Thank you for your consideration.

Sincerely,

Nicholas Duvall

Cemetery Sexton

Elm Grove & Woodlawn Cemetery

319-653-3927 Office

319-461-1490 Cell

nduvall@washingtioniowa.gov

Greg Bruty Construction, LLC

701 East 14th Street

Washington, IA 52353

319-461-4808

Greg.bruty@gmail.com

BID/ESTIMATE

DATE: SEPTEMBER 1, 2020

BID/ESTIMATE TO:

City of Washington
Attn: Nicholas Duvall

JOB SITE:

Elm Grove Cemetery

DESCRIPTION	AMOUNT
Option 1	
88' x 2' x 8" wall with footing	\$3,168.00
480 sq. ft. floor with drain	\$2,790.00
TOTAL BID/ESTIMATE FOR OPTION 1	\$5,958.00
OPTION 2	
88' x 4' x 8" wall with footing	\$4,224.00
480 sq. ft. floor with drain	\$2,790.00
TOTAL BID/ESTIMATE FOR OPTION 2	\$7,014.00
Fill & Placing Extra	
No Digging Figured in Bid/Estimate	

Thank you for the opportunity to bid on your job!

Estimate
 Invoice

C&S



**Coleman
Construction**

Craig Stout 319-594-1889

Job No. _____ Date 7.15 2020
 Name City of Washington
 Address Elm Grove - Nick Duvall
461-1490

QUAN.	DESCRIPTION	PRICE	AMOUNT
88'	6' Wall 8" rebar 18" footing	55	4840 -
480.56'	6" Floor 3' OC rebar graded - level + gravel fill	4.75	2280 -
- Foundation dug by Nick inserted by Coleman (20' x 24' - 6" - 8" wall) 20' x 24' + 3,500			
Any change orders will incur additional fees 50% down remainder on completion. Due upon receipt. Overdue amounts are subject to a service charge of 1 1/2% per month. All claims and returned goods MUST be accompanied by this bill.			
Received By _____		TAX	Exempt
		TOTAL	7120 -

*Brent Hinson, City Administrator
Jaron Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney*



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

Memorandum

September 14, 2020

To: Mayor & City Council
Cc: City Administrator & City Clerk

From: Kelsey Brown
Finance Director

Re: FY20 Street Finance Report

The Street Finance Report is a required report that details city receipts and expenditures on street related expenses. This report is filed with the Iowa Department of Transportation. They then compile all the results for the federal level. The report looks a little different this year from prior years due to an effort to make the report easier to fill out and relate it to the uniform chart of accounts. Filing this report enables us to continue to receive our Road Use Tax dollars.

RESOLUTION NO. _____

**A RESOLUTION ADOPTING THE OFFICIAL 2020
FISCAL YEAR STREET FINANCE REPORT**

WHEREAS, an annual Street Finance Report must be submitted to the Iowa Department of Transportation; and

WHEREAS, this report sets out how funds were spent during the fiscal year for street purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, Iowa that the 2020 Fiscal Year Street Finance Report is hereby adopted and approved as prepared.

PASSED AND APPROVED this 15th day of September, 2020.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

Street Finance Report for Washington 2020

Summary	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Beginning Balance		\$981,617					\$981,617
Expense		\$1,179,176	\$95,765	\$184,245	\$412,739		\$1,871,925
Revenue		\$1,039,013		\$184,245	\$2,192,739		\$3,415,997
Ending Balance		\$841,454	-\$95,765		\$1,780,000		\$2,525,689

Resolution Number: 2020-

Execution Date: 9/15/2020

Signature: Kelsey Brown

Street Finance Report for Washington 2020

Expenses	General Fund Streets (001)	SpecialRevenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Salaries - Roads/Streets		\$272,290					\$272,290
Benefits - Roads/Streets		\$80,744					\$80,744
Training & Dues		\$351					\$351
Building & Grounds Maint. & Repair		\$287					\$287
Vehicle & Office Equip Operation and Repair		\$34,006					\$34,006
Operational Equipment Repair		\$17,474					\$17,474
Street Maintenance Expense		\$33,140					\$33,140
Other Contract Services		\$5,733					\$5,733
Minor Equipment Purchases		\$7,558					\$7,558
Operating Supplies		\$31,241					\$31,241
New Posts & Signs		\$9,955					\$9,955
Other Supplies		\$12,907					\$12,907
Vehicles					\$50,000		\$50,000
Street - New Roadway		\$94,532			\$149,000		\$243,532
Other Capital Outlay					\$213,739		\$213,739
Principal Payment				\$151,391			\$151,391
Interest Payment				\$32,593			\$32,593
Bond Registration Fees				\$261			\$261
Transfer Out		\$412,739	\$95,765				\$508,504
Street Lighting		\$153,584					\$153,584
Snow Removal		\$12,035					\$12,035
Depreciation & Building Utilities		\$529					\$529
Accounting/Recording		\$71					\$71
Total	\$0	\$1,179,176	\$95,765	\$184,245	\$412,739	\$0	\$1,871,925

Street Finance Report for Washington 2020

Revenues	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Levied on Property				\$184,245			\$184,245
Interest		\$841					\$841
State Revenues - Road Use Taxes		\$933,960					\$933,960
Sale of Property & Merchandise		\$8,447					\$8,447
Proceeds from Debt					\$1,780,000		\$1,780,000
Transfer In		\$95,765			\$412,739		\$508,504
Total	\$0	\$1,039,013	\$0	\$184,245	\$2,192,739	\$0	\$3,415,997

Street Finance Report for Washington 2020

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
15 street	\$1,695,000	\$165,000	\$50,787	\$17,666	\$5,438	\$1,530,000
18 street/fs/swr	\$2,755,000	\$360,000	\$82,970	\$116,038	\$26,743	\$2,395,000
20A STREET/EQUIP/SWR	\$4,565,000	\$0	\$0	\$0	\$0	\$4,565,000
16C STREET/BIZ PARK	\$230,000	\$130,000	\$3,025	\$17,687	\$412	\$100,000

Street Finance Report for Washington 2020

Description	Model Year	Usage Type	Cost	Purchased Status
FORD F150	2001	Purchased	\$0	No Change
FORD F250	2002	Purchased	\$0	No Change
CHEVY K30	1989	Purchased	\$0	No Change
CHEVY 2500HD	2013	Purchased	\$0	No Change
FORD F-700	1994	Purchased	\$0	No Change
WESTERN HW-10	1994	Purchased	\$0	No Change
IH 4900	2000	Purchased	\$0	No Change
INTERNATIONAL 4900	1999	Purchased	\$0	No Change
INTERNATIONAL 7400	2009	Purchased	\$0	No Change
JOHN DEERE 544H LOADER	2001	Purchased	\$0	No Change
CAT END LOADER 926M	2017	Purchased	\$0	No Change
CATERPILLAR 120H GRADER	2001	Purchased	\$0	No Change
GLOBAL M3 STREET SWEEPER	2019	Purchased	\$149,750	No Change
CHEVY C-60	1985	Purchased	\$0	No Change
CASE SV300 SKID LOADER	2011	Purchased	\$0	No Change

Street Finance Report for Washington 2020

Project Description	Contract Price	Final Price	Contractor Name
S 15TH PAVING/SUBDIVISION	\$719,238	\$782,903	DELONG CONTRUCTION

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING FISCAL YEAR END 2020 TRANSFERS

WHEREAS, the City Council of the City of Washington, Iowa, has established a need to do transfers for FY20; and

WHEREAS, exhibit A sets out how funds were transferred during the fiscal year in the amount of \$7,539,258.51.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, Iowa that the 2020 Fiscal Year Transfers are hereby adopted and approved as prepared.

PASSED AND APPROVED this 15th day of September, 2020.

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

Acct Number	Category	Transfers In Amount	Notes	Acct Number	Transfers Out Category	Amount
001-4-1010-4-4830	Police TRF In	300,000.00	LOST per ballot	121-6-6020-6910	LOST TRANSFER OUT	300,000.00
001-4-1090-4-4830	Animal Cont TRF In	1,000.00		670-6-8040-6910	SANITATION TRSF OUT	1,000.00
001-4-1050-4-4830	Fire TRF In	132,500.00	LOST per ballot	121-6-6020-6910	LOST TRSF OUT	132,500.00
001-4-6020-4-4830	Clerk TRF In	502,696.78	Employee Benefits	112-6-6020-6910	EMPLOYEE BENEFITS	502,696.78
		240,467.68	LOST per ballot for minibus	121-6-6020-6910	LOST TRSF OUT	240,467.68
		34,980.96	Repay GF (2006 TIF Revenue Bond)	132-6-6020-6910	EBD TIF TRSF OUT	34,980.96
		65,085.40	Emergency	114-6-6020-6910	EMERGENCY TRS OUT	65,085.40
		24,981.96	fy19 transfer to cover main st balance	011-6-6020-6910	CLERK TRSF OUT	24,981.96
	<u>1,301,712.78</u>					
011-4-6020-4-4830	Clerk TRF in	32,990.00	Transfer to cover Main Street balance	001-6-6020-6910	CLERK TRSF Out	32,990.00
050-4-6020-4-4830	Clerk TRF in	100,000.00	DIG Grant	305-6-6020-6910	CLERK TRSF OUT	100,000.00
110-4-2010-4-4830	RUT TRF In	95,765.34	Employee Benefits	112-6-6020-6910	EMPLOYEE BENEFITS	95,765.34
122-4-1050-4-4830	Lost Debt Service	158,940.00	Lost Debt Service	121-6-6020-6910	LOST TRSF OUT	158,940.00
145-4-6020-4-4830	Housing Rehab TRSF IN	37,800.00	LMI TIF	146-6-6020-6910	CLERK TRSF OUT	37,800.00
		38,824.00	Housing Infill Program	301-6-6020-6910	CLERK TRSF OUT	38,824.00
146-4-6020-4-4830	LMI TIF TRF In	27,322.64	Tim Ridge II- UR #3C	129-6-5050-6910	TIMBER RIDGE TIF TRSF OUT	27,322.64
		38,824.27	Repay Pennsylvania Townhomes	134-6-5050-6910	DOWNTOWN TIF	38,824.27
200-4-2087-4-4830	2016 DS Trsf In	19,874.04	Cover deficit-2016 issue	610-6-8017-6910	SEWER COLL TRSF OUT	19,874.04
200-4-2088-4-4830	2016C - TIF Share	81,700.00	TIF Share of Biz Park	133-6-6020-6910	UR 6 TRSF OUT	81,700.00
200-4-6022-4-4830	Clerk Trsf In	30,089.09	2020A Bond Issuance Fees	600-6-8010-6910	WATER TRSF OUT	30,089.09
300-4-1050-4-4830	Fire Trsf In	179,883.00	Fire Equipment-Bond Proceeds	301-6-6020-6910	CLERK TRSF OUT	179,883.00
300-4-2010-4-4830	RUT CE TRF In	50,000.00	From RUT	110-6-2010-6910	RUT TRF OUT	50,000.00
301-4-6020-4-4830	Clk CP TRF In	143,738.65	E. WASH SIDEWALK	110-6-2010-6910	RUT TRSF OUT	143,738.65
		1,606,379.94	MUNI BUILDING	309-6-6020-6910	MUNI BUILDING TRS OUT	1,606,379.94
		93,977.04	WELLNESS PARK	600-6-8012-6910	WATER DIST TRSF OUT	93,977.04
		7,247.64	WOODLAWN CEM	001-6-4050-6910	CEMETERY TRSF OUT	7,247.64
		1,064.55	CENTRAL PARK FOUNTAIN	001-6-4030-6910	PARK TRSF OUT	1,064.55
		30,000.00	TAXILANE FOR FUELING	110-6-2010-6910	RUT TRSF OUT	30,000.00
		346,000.00	S 15TH STREET	110-6-2010-6910	RUT TRSF OUT	149,000.00
				600-6-8012-6910	WATER DIST TRSF OUT	77,000.00
				610-6-8017-6910	SEWER COLL TRSF OUT	120,000.00
		6,156.56	LINDA LOUS	134-6-5050-6910	DOWNTOWN TIF TRSF OUT	6,156.56
	<u>2,234,564.38</u>					
308-4-6020-4-4830	Ind Dev TRF In	109,484.53	RIVERBOAT	305-6-6020-6910	RFCP TRS OUT	109,484.53
309-4-6020-4-4830	Mun Bldg TRF In	129,963.14	LOCAL OPTION SALES TAX	121-6-6020-6910	LOST TRSF OUT	129,963.14
		300,000.00	EXCESS GENERAL FUND \$	001-6-6020-6910	GF CLERK TRSF OUT	300,000.00
		10,761.14	CABLE COMM FOR BUILDING	590-6-6020-6910	GF CLERK TRSF OUT	10,761.14
	<u>440,724.28</u>					
310-4-6020-4-4830	Wellness Trsf in	270,532.04	Wellness Park	305-6-6020-6910	RFCP TRSF OUT	270,532.04
311-4-7500-4-4830	Sidewalk TRF In	25,000.00	Transfer from Road use Sidewalk repair \$	110-6-2010-6910	RUT TRSF OUT	25,000.00
312-4-7500-4-4830	Tree Removal TRF In	15,000.00	Transfer from Road Use Tree Removal \$	110-6-2010-6910	RUT TRSF OUT	15,000.00
545-4-6020-4-4830	Safety Fund TRSF In	2,235.00	Trsf excess safety funds (Res 2019-002)	001-6-2060-6910	GF- DEV SERV TRSF OUT	2,235.00
600-4-8010-4-4830	Water Plant TRSF in	139,061.98	EXCESS BALANCE-WCP	603-6-8010-6910	WATER PLANT TRSF OUT	139,061.98
602-4-8010-4-4830	WSink TRF In	263,043.21	WATER DEBT SERVICE PMT	600-6-8010-6910	WATER PLANT TRSF OUT	263,043.21
603-4-8010-4-4830	WCAPProj TRF In	316,557.05	South Tower	600-6-8010-6910	WATER PLANT TRSF OUT	316,557.05
603-4-8012-4-4830	WCAPProj TRF in-WD	928.80	W Wash/Plan	600-6-8012-6910	WATER DIST TRSF OUT	928.80
610-4-8017-4-4830	Sewer TRF In	53,568.29	TIF- Repay Biz Park Internal Loan	133-6-6020-6910	IRE TIF TRSF OUT	30,728.05
				127-6-5050-6910	BRIARWOOD TIF TRSF OUT	4,683.50
				125-6-5050-6910	NE IND TRSF OUT	18,156.74
612-4-8015-4-4830	SSink TRF In	787,680.00	WWTF SRF Debt	610-6-8015-6910	SEWER PLANT TRSF OUT	787,680.00
		151,812.50	West Side Int Debt	610-6-8017-6910	SEWER COLL TRF OUT	151,812.50
613-4-8017-4-4830	SSink TRF In	296,246.04	SE Basin	301-6-6020-6910	GF CLERK TRSF OUT	210,600.00
				610-6-8017-6910	SEWER COLL TRF OUT	85,646.04
670-4-8040-4-4830	SSink TRF In	239,095.25	CART EXPENSE-BOND FUNDS	301-6-6020-6910	GF CLERK TRSF OUT	239,095.25
	<u>7,539,258.51</u>					

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

September 14, 2020

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

From: Brent Hinson
City Administrator

Re: Demo of 314 & 320 North C; Construction of Duplexes

As Council is aware, the City recently acquired the fire-damaged house at 320 North C. There is another fire-damaged house next door to it at 314 North C, which is owned by Enos Yoder. I believe it makes sense to work with Mr. Yoder on getting both houses demolished, and it is possible to turn this into a deal for Yoder to construct 2 new duplexes in place of these 2 houses, with a small amount of survey work to utilize unused alley right-of-way to add to the lot at 320 North C, and by transferring a 24' strip of property to Yoder to create a 90' frontage lot at 314 North C. See the attached exhibit for details.

In order to accomplish this, Council would need to set a hearing on a development agreement with Yoder and also bid out the demolition work. The hearing and action on both items would be at the October 6 City Council meeting.

Prepared by: Kevin D. Olson, Washington City Attorney, PO Box 5640, Coralville, Iowa 52241 (319) 351-2277
Return to: City Clerk, City of Washington, Iowa, 215 E. Washington Street, Washington, Iowa 52353

DEVELOPMENT AGREEMENT

This Agreement is made this _____ day of _____, 2020, between the City of Washington, Iowa, 215 East Washington Street, Washington, Iowa, hereafter the “City”; and Enos R. Yoder, a single person, 2293 Johnson-Washington Road, Kalona, Iowa, hereafter “Yoder”.

WHEREAS, Yoder is the owner of that certain lot legally described as follows:

Lot 11, Block 2 of M.M. Young’s Addition to the City of Washington, Washington County, Iowa, known locally as 314 North Avenue C (the “Property at 314 North C”)

; and

Whereas, City is the owner of that certain lot adjacent to the Property at 314 North C, legally described as follows:

Lot 7, Block 2 of M.M. Young’s Addition to the City of Washington, Washington County, Iowa, known locally as 320 North Avenue C (the “Property at 320 North C”)

WHEREAS, Yoder wishes to redevelop the Property at 314 North C for two-family duplex residential purposes (the “Project at 314 North C”); and have an option to redevelop the Property at 320 North C in a similar manner (the “Project at 320 North C”); and

WHEREAS, each property is located within the Washington Urban Revitalization Area; and

WHEREAS, it is in the best interest of the City for each Property to be redeveloped.

NOW, THEREFORE, ON THE BASIS OF THE PRECEDING RECITALS, AND FOR THE MUTUAL CONSIDERATION OF ENTERING INTO THIS AGREEMENT, THE DEVELOPER AND CITY AGREE AS FOLLOWS:

A. City's Obligations.

1. City agrees to demolish the existing houses including removal of the existing foundations and disconnection of private utilities at the Property at 314 North C and the Property at 320 North C, at its sole expense, no later than December 31, 2020.

2. City agrees to arrange & pay for the plat of survey of 314 North C, 320 North C, and the east-west alley north of 320 North C, as shown in Exhibit A to this Agreement, with the goal of creating a 24' x 123.75' strip (the "24' strip") for transfer to Yoder upon performance of certain obligations as stated in this Agreement, reconstituting the Development Property as an approximately 90'(street frontage) x 123.75' (depth) lot.

3. City shall, upon appropriate application by Yoder, grant tax abatements to Yoder in accordance with the Washington Urban Revitalization Plan.

4. Upon Yoder's completion of the Project at 314 North C as agreed upon, the City establishes intent to grant Yoder an option to purchase 320 North C for \$1, in exchange for Yoder's agreement to construct two-family duplex housing on the property within eighteen (18) months of completion of the Project at 314 North C. Said option shall be adopted by separate agreement upon completion of the Project at 314 North C.

5. City will record the survey and deeds referenced above and will assume all recording costs.

B. Yoder's Obligations.

1. Yoder agrees to provide City staff with access as needed to the Property at 314 North C and to cooperate with the demolition process.

2. Yoder agrees to construct the Project at 314 North C within thirty (30) months of City Council approval of this Agreement. City shall transfer the above-referenced 24' strip within sixty (60) days of a valid building permit application, readiness to proceed, and

affirmative statement by Yoder to meet all minimum standards specified in this Agreement. In addition to the adopted codes of the City of Washington, said minimum standards are as follows:

- a. Stick-built or approved modular construction
- b. Poured concrete foundation/slab
- c. 900 square feet of living area
- d. One-car attached garage
- e. Paved driveway at garage width from garage to property line

In the event that Yoder fails to complete the Project at 314 North C within said 30-month time period, Yoder shall reimburse the City for the entire cost of demolition of the existing house at the 314 North C Property within thirty (30) days of invoice by the City. Yoder expressly agrees that in the event that Yoder fails to reimburse the City for said demolition costs, that the City has the right to file the costs of demolition with the Washington County Treasurer to be collected in the same manner as property taxes.

3. Within thirty (30) days of issuance of a Certificate of Occupancy by the City Building Official for the Project at 314 North C, Yoder shall notify the City of his desire to proceed with an option agreement for purchase the City property to construct the Project at 320 North C. If Yoder does not notify the City within this 30-day time period, Yoder's right to purchase the 320 North C Property pursuant to the terms of this Agreement shall become null and void and City may contract to sell the property to a different party or propose to enter into a new agreement with Yoder, at its sole discretion.

4. If Yoder exercises said option, he shall complete construction on the Project at 320 North C within eighteen (18) months of the completion of the Project at 314 North C. The Project at 320 North C shall meet the same minimum standards as the Project at 314 North C, as described above. Yoder expressly agrees that the quit claim deed to convey the 320 North C Property to Yoder will contain a right of reverter in the City if Yoder fails to complete the Project at 320 North C within said 18-month time period.

5. Yoder will cause all Projects under this Agreement to be constructed on each Property in strict compliance with the all applicable laws, regulations and ordinances.

C. Administrative Provisions.

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

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

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

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

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

6. That this Agreement may be executed in counterparts.

Dated this ____ day of _____, 2020.

(The rest of this page left intentionally blank.)

SIGNATURE PAGE FOR THE CITY OF WASHINGTON, IOWA

Jaron P. Rosien, Mayor

ATTEST:

Illa Earnest, City Clerk

STATE OF IOWA, WASHINGTON COUNTY, ss:

On this _____ day of _____, 2020, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Jaron P. Rosien and Illa Earnest, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Washington, Iowa; a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as passed by Resolution of the City Council; and Jaron P. Rosien and Illa Earnest acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public

SIGNATURE PAGE OF DEVELOPER:

By: _____
Enos R. Yoder, a single person

STATE OF IOWA, COUNTY OF WASHINGTON:

On this ____ day of _____, 2020, this document was executed by Enos R. Yoder, a single person.

Notary Public

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Public Bid Announcement
Demolition of Structures for the City of Washington

The City of Washington, Iowa, is requesting public proposals for demolition of 2 houses located at 314 & 320 North Avenue C. These houses located on adjacent parcels are fire-damaged, and 320 is partially demolished. The house at 320 is owned by the City of Washington, and 314 is owned by a private owner who is working with the City.

The buildings are expected to be cleared for demolition contractor mobilization no later than October 7, 2020 following approval of an agreement. The selected demolition contractor must agree to final completion by October 31, 2020.

Bid packets containing information regarding the conditions for the demolition contract are available at City Hall, located at 215 East Washington Street. Any firm submitting a proposal must agree in writing to meet the conditions set by the City of Washington. Sealed proposals are due on or before 9 o'clock A.M. on the 2nd day of October, 2020, in the office of the City Clerk, City Hall, 215 East Washington Street, Washington, Iowa. Proposals will be opened immediately following the deadline. Any interested contractors are advised to contact the Washington Fire Department for additional details at 653-2239.

The Washington City Council will hold a public hearing and act on proposals for the demolition on Tuesday, October 6, 2020 at 6 o'clock P.M. in the Fire Department Training Room, 215 Washington Street. At that time, the City Council may accept the proposals and award the sale to the contractor whose application is the most advantageous to the citizens of the City. The City Council may reject any and all proposals in its sole discretion. The City may waive any discrepancies or technicalities associated with said proposal.

Published by order of the City Council of Washington, Iowa
Illa Earnest, City Clerk

Demolition Guidelines

By making a proposal, the contractor represents that it has examined the properties in question. Additional questions may be directed to the Washington Fire Department at 653-2239.

The Washington Fire Department will assist in wetting down the structures as demolition proceeds to reduce dust. The contractor will be responsible for hauling all debris to the SEMCO landfill or a City-approved off-site location using the guidelines propagated by the Iowa DNR for controlled burns of demolished buildings.

This is a unit price, lump-sum contract, and all proposals are on a “not-to-exceed” basis. Change orders must be approved by the City Administrator in writing before the work is performed. No work shall be commenced until a start time and date is coordinated with the Washington Fire Department.

The contractor will be responsible for complete removal of the structures on the site, including removal of foundations and leveling of the site. All backfill shall be clay, properly compacted to support new construction in the future, to be verified by a qualified geotechnical engineer under separate contract with the City. The City will arrange for disconnection of all utilities prior to demolition proceeding. The contractor will have sole salvage rights to any items of value remaining on the site as of the bid award date.

The contractor must carry and be able to provide proof of the following insurances:

- 1) Workman’s compensation insurance;
- 2) Public liability and property damage insurance not less than \$1 million per occurrence or \$2 million aggregate; and
- 3) Automobile liability insurance on all vehicles used on the project, not less than \$500,000 per occurrence or \$1 million aggregate.

Bid for Demolition of City-Owned Property

Demolition of 314 & 320 North Avenue C

My bid: _____

____ I acknowledge and agree to all of the requirements detailed in the Public Bid Announcement.

____ I acknowledge and agree to fully comply with the requirements of the Washington Code of Ordinances as it may relate to this project.

____ I acknowledge and agree that the City of Washington has the right to reject any and all proposals.

Contractor Information:

Contractor Name: _____

Address: _____

Contact Phone: _____

Signature: _____ Date: _____

Signed By/Title: _____

Please seal your bid in an envelope and submit to Washington City Hall at 215 East Washington Street by October 2nd at 9 AM.

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*

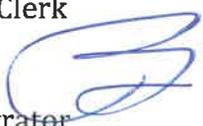


*215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
(319) 653-5273 Fax*

Memorandum

September 10, 2020

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

From: Brent Hinson 
City Administrator

Re: City Clerk Search Process

The committee met for the first time and agreed upon the attached advertising plan/wage range and the position profile. If Council approves these documents, we would start advertising for the position.

We also had some committee discussion about people to ask to participate on the community panel for the interviews. We are expecting interviews to occur Friday, October 30. If you have any suggestions for people that should be asked, please let me, Kelsey, Brendan, Millie, or Jaron know. We are hoping to have around 5 people participate in that panel.

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



*City of Washington
215 East Washington Street
Washington, Iowa 52353
(319) 653-6584 Phone
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City Clerk/Development Services Director Hiring Process
As of 9/10/2020

General Approach

- Committee consisting of Mayor, 2 City Councilors, City Administrator, Finance Director
- Interview process consisting of interview with committee, interview with community panel, and tour/strategic discussion with Chamber or Main Street Director

Schedule for Process

- August 18: Initial Council discussion of process & revised job description **COMPLETE**
- September 1: Revised job description presented to Council for discussion & consideration; Council considers appointment of committee; 1st consideration of ordinance changes **COMPLETE**
- September 2-11: Committee meets to discuss hiring process, review position profile and advertising plan **COMPLETE**
- September 15: Council approves any changes to hiring process recommended by committee; Council approves position profile and advertising plan and authorizes committee to seek applicants; 2nd consideration of ordinance changes
- September 16- October 8: Advertising for applicants
- October 6: 3rd & final consideration of ordinance changes
- October 9: Deadline for applications
- By October 14: Committee meets to review applications and select finalists
- By October 30: Interviews of finalists; Committee meets following interviews to listen to input from community panel and make a hiring decision
- November 3: Council considers confirmation of hire
- By December 7: New Clerk starts (plan for brief overlap with Illa)

**City Clerk/Development Services Director Hiring
Advertising Plan & Wage Review, September 2020**

Advertising Plan

- Local Plan: Washington Evening Journal, KCII, City website, City bulletin board, Chamber Facebook
- External Plan: League of Cities website, Clerknet, Grapevine, International Institute of Municipal Clerks

Job Ad

City Clerk/Development Services Director. The City of Washington, Iowa (population 7,266) is seeking a detailed-oriented yet flexible-thinking professional. The current Clerk is retiring after 36 years of service to the community. The position will work as a key member of the administrative leadership of the City and oversee the work of 2.5 FTE employees, guiding the business of the City Council and community development activities. BA degree in related field and 5 years' responsible professional experience preferred. Salary range for the position is \$60,000 to \$68,000, depending on qualifications, with excellent benefits. Please submit application materials (including but not limited to cover letter, resume & 5 professional references) to: clerksearch@washingtونيowa.gov no later than 2 PM on October 9, 2020. Additional information available at: www.washingtونيowa.gov. EOE.

KCII/Journal:

City Clerk/Development Services Director. The City of Washington, Iowa (population 7,266) is seeking a detailed-oriented yet flexible-thinking professional. Oversees the business of the City Council and guides community development activities. Salary range for the position is \$60,000 to \$68,000, depending on qualifications, with excellent benefits. More information at www.washingtونيowa.gov. EOE.

Wage Analysis

Current salary: \$61,146

Average of Estherville Salary Study of Cities 5-10k population (FY19-20): \$61,800

Other City of Washington small department supervisor salaries:

- Parks: \$62,376
- Cemetery: \$59,426
- Finance Director: \$68,614
- Water Plant: \$73,559
- Wastewater Plant: \$73,559

Recommended Hiring Range: \$60-68k



The City of Washington
located in the Iowa City-Cedar Rapids Corridor Region
is seeking a public service-oriented leader
with strong administrative skills for the position of
City Clerk/Development Services Director



Downtown Streetlights & Flowers



Washington Municipal Building

Executive Search Contact:
Brent Hinson, City Administrator
319-653-6584 ext 134

bhinson@washingtioniowa.gov

Submit applications to: clerksearch@washingtioniowa.gov
Additional information available at: www.washingtioniowa.gov

About Us

Washington is a growing county-seat community of 7,266 residents located 30 miles southwest of Iowa City and just 8 miles west of 4-lane U.S. Highway 218 in Eastern Iowa. Washington County has a population of nearly 23,000 residents. The area enjoys a diversified and growing economy based around agriculture, ag business, light manufacturing, education, healthcare, hospitality, and



Centennial Fountain at Night

construction, among other sectors. Washington County is home to the Riverside Casino and Resort, one of Iowa's premier gaming destinations. It also happens that due to close proximity to the Iowa City area that the University of Iowa and University Hospitals & Clinics are among the top employers of Washington County residents. Washington is a Main Street community, and has enjoyed over \$12.5 million in private investment and an additional \$10 million in public investment in its classic downtown square area in the past 12 years.

The City of Washington is a Mayor-Council with appointed Administrator form of government. The Mayor chairs the meetings of the six-member City Council. The organization includes 49 full-time employees and an overall annual budget of nearly \$15 million. The position is jointly appointed by the City Administrator and City Council and supervised on a day-to-day basis by the City Administrator. The current Clerk is retiring after 36 years of distinguished service to the City, and the duties of Development Services Director are being added to the position.



Mayor & City Council

More info on the community is available at:

- www.washingtoniowa.gov (City, Chamber, Economic Development, Main Street)
- www.washington.k12.ia.us (Schools)
- <http://www.kirkwood.edu/washingtonregional> (Higher Ed)
- www.kciiradio.com (Media)

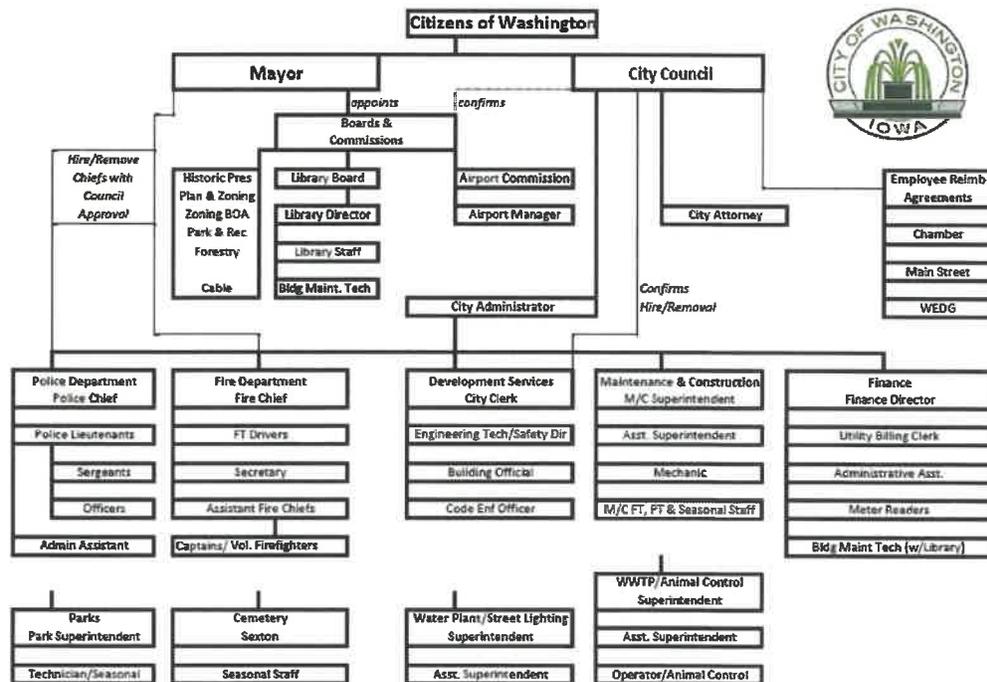
The Department & Organization

The City of Washington provides efficient, cost-effective, quality public services to the residents of the Washington community, including but not limited to Police, Fire, Animal Control, Library, Parks, Cemetery, Street Maintenance, Water, and Wastewater. The City contracts for various services including recreation programming, aquatic center operations, and residential solid waste & recycling services.

The City's FY21 all-funds budget is \$20.7 million, including \$8.7 million in capital investment. The City has a moderate general obligation debt load, and has maintained an A+ bond rating from S&P over the last several years. City finances are solid and stable, with a general fund balance of \$1 million, as compared to annual general fund expenditures of about \$3.8 million, and total fund balances not including bond proceeds of around \$6 million. The City enjoys a stable and committed workforce, with average turnover of 3-4 positions annually, as compared to 49 total full-time employees.

The City Clerk has been a "one-person department" in recent years. However, with the new position title of City Clerk/Development Services Director, the position will oversee 2.5 full-time equivalent employees as a statutory supervisor, and additionally oversee some of the work of office staff in performing "clerk" duties. The position will be part of a three-person administrative leadership team, along with the City Administrator and Finance Director, and as such will regularly interact with other departments, outside groups, and the general public.

City of Washington Organizational Chart



**Facility
Improvements**

The City of Washington is completing facility improvements to the Municipal Building following a long and exhaustive facility planning process. A new 14,918 square foot Fire Station was added to the existing 9,403 square foot Municipal Building in 2018-2019, and construction began on the existing building for City Hall/Police Department following the Fire Department's move to their new space. The \$6 million overall project included acquisition of 8 properties, moving of the primary sewer line for the central part of town, upgrading of a water line, and reconstruction of a street, in addition to the building improvements.

The improved facilities on the City Hall side will include a 1,200 square foot Council Chambers, larger conference room, lobby, break room, storage space, and offices.



Before Renovation- City Hall, Police, Fire



As of 9/1/20- City Hall & Police

The Position

The position will be responsible for duties including, but not limited to, the following roles:

- Official records & open meetings, including those of City boards & commissions
- Coordination & staff support to the Mayor on board & commission appointments
- Oversight & leadership for permitting, inspections & code enforcement
- Oversight & leadership of neighborhood improvement & sidewalk programs
- Coordination with Safety Director on occupational health & safety initiatives
- Coordination with Building Official in staffing for the Planning & Zoning Commission
- Coordination with key community partner organizations such as Chamber, Main Street, special committees as assigned, and others on events, programs, etc.
- Chief Public Information Officer for the City
- Coordination with engineering and other consultants regarding initiatives such as GIS mapping, comprehensive plan administration, and codification

Key challenges & initiatives expected in the first six months of employment are:

- Implementation of Zone 2 of sidewalk trip hazard program
- Oversight of special assessment process for East Adams street paving
- Review of permitting practices & fees
- Staff support to possible Iowa Great Places application
- Budgeting & planning for GIS system improvements
- Oversight of lot sales for the NLW Plat 1 residential subdivision

The hiring for this position will be overseen by a committee consisting of the Mayor, two City Councilors, City Administrator, and Finance Director, with the advice and input of a citizen panel. The final appointment must be confirmed by the City Council.

Position Advertisement:

City Clerk/Development Services Director. The City of Washington, Iowa (population 7,266) is seeking a detailed-oriented yet flexible-thinking professional. The current Clerk is retiring after 36 years of service to the community. The position will work as a key member of the administrative leadership of the City and oversee the work of 2.5 FTE employees, guiding the business of the City Council and community development activities. BA degree in related field and 5 years' responsible professional experience preferred. Salary range for the position is \$60,000 to \$68,000, depending on qualifications, with excellent benefits. Please submit application materials (including but not limited to cover letter, resume & 5 professional references) to: clerksearch@washingtioniowa.gov no later than 2 PM on October 9, 2020. Additional information available at: www.washingtioniowa.gov. EOE.

Preliminary Schedule for Hiring:

- October 9: Application Deadline
- October 30: Interviews
- November 3: Council Considers Confirmation of Hire
- By December 7: Proposed Start Date

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

September 10, 2020

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

From: Brent Hinson
City Administrator

A handwritten signature in blue ink, appearing to be "Brent Hinson", is written over the printed name and title.

Re: Stop Signs in Wellness Park Area

Due to the Wellness Park development and paving that will start very soon, it is time to consider putting a stop signs on North D at the West 7th intersection and then on North E and West 7th at their intersection. Making this latter ordinance change will actually create a four-way stop, as Iowa Code 321.321 specifies that traffic from driveways, etc. must stop at entrances to public roads. We will see that stop signs are put up on the other two sides of that intersection (when it is created)- the YMCA parking lot north exit and the North Tower service drive.

We plan to put up the stop sign at North D & 7th right away, as there is already a bit of a traffic hazard.

ORDINANCE NO. _____

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.** Section 65.02, "Stop Required", New Paragraph 259 "North Avenue D and West Seventh Street (northbound stop)."

SECTION 2. **Add Phrase.** Section 65.02, "Stop Required", New Paragraph 260 "North Avenue E and West Seventh Street (southbound and westbound stop)."

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

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

Passed and approved this _____ day of _____, 2020.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, 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 _____, 2020.

City Clerk

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

September 9, 2020

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

From: Brent Hinson
City Administrator

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

Re: South C Traffic/Parking

As directed at the September 1 meeting, we have brought this item back with a proposed ordinance to restrict parking on the west side on school days/school hours like South B.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE
CITY OF WASHINGTON, IOWA, BY AMENDING CHAPTER
69.08 REGARDING SCHOOL PARKING**

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

SECTION 1. **Add Paragraph.** A new Section 69.08, "No Parking Zones", Paragraph 92 is added as follows: "South Avenue C, on the west side, from Madison Street to Tyler Street, from 7:30 a.m. to 4:00 p.m. on school days."

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

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

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

Passed and approved this _____ day of _____, 2020.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, 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 _____, 2020.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE
OF THE CITY OF WASHINGTON, IOWA, BY
AMENDING CHAPTERS 18 AND 21

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

SECTION 1. **Delete Words.** Paragraph 18.01, "Appointment and Compensation" is hereby repealed.

SECTION 2. **Add Paragraph.** A new Paragraph 18.01 is adopted as follows:

"18.01 Appointment and Compensation. The Council shall appoint by majority vote a City Clerk under the general supervision of the City Administrator."

SECTION 3. **Add Item & Renumber.** A new item is added to Paragraph 21.04 "City Administrator- Appointments" as follows, and all subsequent items are renumbered:

"4. Development Services Director"

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 _____, 2020.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: _____ September 1, 2020
Approved on Second Reading: _____
Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2020.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF WASHINGTON, IOWA, BY AMENDING CHAPTER 41.14 (FIREWORKS)

WHEREAS, the General Assembly of the State of Iowa has taken measures to allow the sale and use of consumer fireworks in the State of Iowa during specific timeframes and pursuant to applicable state licensure; and

WHEREAS, the legislation provides for city councils, by ordinance, to prohibit or limit the use of consumer fireworks within their jurisdiction, if determined a public safety risk or a nuisance to neighbors; and

WHEREAS, the Council has determined that the discharging of consumer fireworks under the law is a public safety risk and a nuisance to neighbors.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Washington, Iowa as follows:

SECTION 1. REPEAL SECTIONS. Chapter 41.14(3A) through (3I) related to Fireworks- Discharging General Requirements are hereby repealed.

SECTION 2. ADOPT NEW SECTION & RENUMBER. A new Chapter 41.14(3A) is adopted as follows, and all subsequent items are renumbered:

“3A. The use or explosion of consumer fireworks within the City is hereby prohibited.”

SECTION 3. REPEALER. All ordinances or parts thereof 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 this ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

Passed and approved this _____ day of _____, 2020.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, City Clerk

Approved on First Reading: August 4, 2020

Approved on Second Reading: September 1, 2020

Approved on Third & Final Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____, 2020.

Illa Earnest, City Clerk

*Jaron P. Rosien, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney
Brent Hinson, City Administrator*



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

Memorandum

September 10, 2020

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

From: Brent Hinson
City Administrator

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

Re: Mayor and Council Pay

It has been brought up that we may want to review Mayor and Council pay. This was last changed in 2003. Iowa Code is very specific about how a process to adjust the pay works and when it is effective. I have attached Iowa Code 372.13(8) for your information, but the basics are that any changes in pay must be adopted by ordinance prior to November 1 in a regular city election year (which is not until 2021), and the pay increase is not effective for Council until the January 1 following that election, and not for the Mayor until the start of his/her next term. Therefore, any changes would be effective for the Mayor and the whole Council (not just newly elected members) on January 1, 2022.

I have also attached the last ordinance done on this topic from 2003.

than population head counts, except as required by the Constitution and the laws of the United States.

8. By ordinance, the council shall prescribe the compensation of the mayor, council members, and other elected city officers, but a change in the compensation of the mayor does not become effective during the term in which the change is adopted, and the council shall not adopt an ordinance changing the compensation of the mayor, council members, or other elected officers during the months of November and December in the year of a regular city election. A change in the compensation of council members becomes effective for all council members at the beginning of the term of the council members elected at the election next following the change in compensation. Except as provided in [section 362.5](#), an elected city officer is not entitled to receive any other compensation for any other city office or city employment during that officer's tenure in office, but may be reimbursed for actual expenses incurred. However, if the mayor pro tem performs the duties of the mayor during the mayor's absence or disability for a continuous period of fifteen days or more, the mayor pro tem may be paid for that period the compensation determined by the council, based upon the mayor pro tem's performance of the mayor's duties and upon the compensation of the mayor.

9. A council member, during the term for which that member is elected, is not eligible for appointment to any city office if the office has been created or the compensation of the office has been increased during the term for which that member is elected. A person who resigns from an elective office is not eligible for appointment to the same office during the time for which that person was elected if during that time, the compensation of the office has been increased.

10. A council member, during the term for which that member is elected, is not precluded from holding the office of chief of the volunteer fire department or from serving the volunteer fire department in any other position or capacity. A person holding the office of chief of such a volunteer fire department at the time of the person's election to the city council may continue to hold the office of chief of the fire department during the city council term for which that person was elected.

11. a. Council members shall be elected according to the council representation plans under [sections 372.4](#) and [372.5](#). However, the council representation plan may be changed, by petition and election, to one of those described in [this subsection](#). Upon receipt of a petition meeting the requirements of [section 362.4](#), requesting a change to a council representation plan, the council shall submit the question at a special election. If a majority of the persons voting at the special election approves the changed plan, it becomes effective at the beginning of the term following the next regular city election. If a majority does not approve the changed plan, the council shall not submit another proposal to change a plan to the voters within the next two years.

b. Eligible electors of a city may petition for one of the following council representation plans:

(1) Election at large without ward residence requirements for the members.

(2) Election at large but with equal-population ward residence requirements for the members.

(3) Election from single-member, equal-population wards, in which the electors of each ward shall elect one member who must reside in that ward.

(4) Election of a specified number of members at large and a specified number of members from single-member, equal-population wards.

1. [R60, §1081, 1093; C73, §511, 522; C97, §668; S13, §668; C24, 27, 31, 35, 39, §5663; C46, 50, §363.36; C54, 58, 62, 66, 71, 73, §368A.1(2); C75, 77, 79, 81, §372.13(1)]

2. [R60, §1101; C73, §514, 524; C97, §668; S13, §668; C24, 27, 31, 35, 39, §5663; C46, 50, §363.36; C54, 58, 62, 66, 71, 73, §368A.1(8); C75, 77, 79, 81, §372.13(2); [81 Acts, ch 34, §46](#)]

3. [R60, §1082, 1093; C73, §512, 522; C97, §651, 659, 940; S13, §651; SS15, §1056-a26, 1056-b18; C24, 27, 31, 35, 39, §5633, 5640, 5663, 6528, 6651, 6703; C46, 50, §363.11, 363.19, 363.36, 416.52, 419.37, 420.13; C54, 58, 62, 66, 71, 73, §368A.1(1), 368A.3; C75, 77, 79, 81, §372.13(3)]

4. [R60, §1086, 1093, 1095, 1098, 1103, 1105, 1134; C73, §493, 515, 522, 524, 528, 532, 534; C97, §651, 657, 668, 676; S13, §651, 657, 668, 1056-a27, 1056-a28; SS15, §1056-a26, 1056-b14,

ORDINANCE NO. 865

**AN ORDINANCE AMENDING SECTION 15.04 CONCERNING MAYORAL
COMPENSATION AND AMENDING SECTION 17.06 CONCERNING
COUNCIL MEMBER COMPENSATION.**

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, 2003, is hereby amended by revising Section 15.04, titled "Compensation", of the Washington City Code of Ordinances to read as follows:

15.04 COMPENSATION. The salary of the Mayor is twelve thousand dollars (\$12,000 per year).

SECTION 2. The Code of Ordinances of the City of Washington, Iowa, 2003, is hereby amended by revising Section 17.06, titled "Compensation", of the Washington City Code of Ordinances, to read as follows:

17.06 COMPENSATION. The salary of each City Council member is fifty dollars (\$50.00) for each meeting of the Council attended, payable semiannually.

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of the 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 the 2nd day of April 2003.


Edward A. Brown, Mayor


Jeff Rosien, City Clerk

ORDINANCE NO. _____

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.** Section 65.02, "Stop Required", New Paragraph 259 "North Avenue D and West Seventh Street (northbound stop)."

SECTION 2. **Add Phrase.** Section 65.02, "Four-Way Stop Intersections", New Paragraph 260 "North Avenue E and West Seventh Street (southbound and westbound stop)."

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

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

Passed and approved this _____ day of _____, 2020.

Jaron P. Rosien, Mayor

Attest:

Illa Earnest, 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 _____, 2020.

City Clerk