



AGENDA OF THE SPECIAL SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IA
TO BE HELD IN THE
COUNCIL CHAMBERS
215 E. WASHINGTON STREET
AT 10:00 A.M., TUESDAY, August 23, 2022

To attend the meeting via Zoom go to:

<https://us02web.zoom.us/j/84413261389?pwd=Sy9VMjg1dHpoYkkwTzFPTy84aUF2dz09>

Meeting ID: 844 1326 1389

Passcode: 6536584

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Special Session to be held at 10:00 A.M., Tuesday, August 23, 2022 to be approved as proposed or amended.

SPECIAL EVENT REQUESTS

- Washington High School Football Activities and Homecoming Parade

PRESENTATION FROM THE PUBLIC – Please limit comments to 3 Minutes

NEW BUSINESS

1. Discussion and Consideration of a Resolution Approving the Final Plat for Wiley Subdivision, Third Addition, Washington, Iowa
2. Discussion and Consideration of Hotel Study Direction

MAYOR & COUNCILPERSONS

Jaron Rosien, Mayor

Illa Earnest

Steven Gault

Bethany Glinsmann

Elaine Moore

Fran Stigers

Millie Youngquist

ADJOURNMENT

Homecoming 2022

Date: Friday, September 23, 2022

Parade route is attached.

12:00-2:30- Sitler Drive closed to line up Parade South of High School

2:00- Parade begins- we would like a police escort for the parade

3:00- Pep Assembly using the band stand on the square.

Home Varsity Football Games

- Asking to have some police department presence at home games.

- Asking for a police escort for Marching Band from Lincoln Elementary to Case Field at 7:00pm for all home varsity football games with the exception of Friday, October 21 we would need the police escort for the band at 6:30

7:30 - Friday, August 26

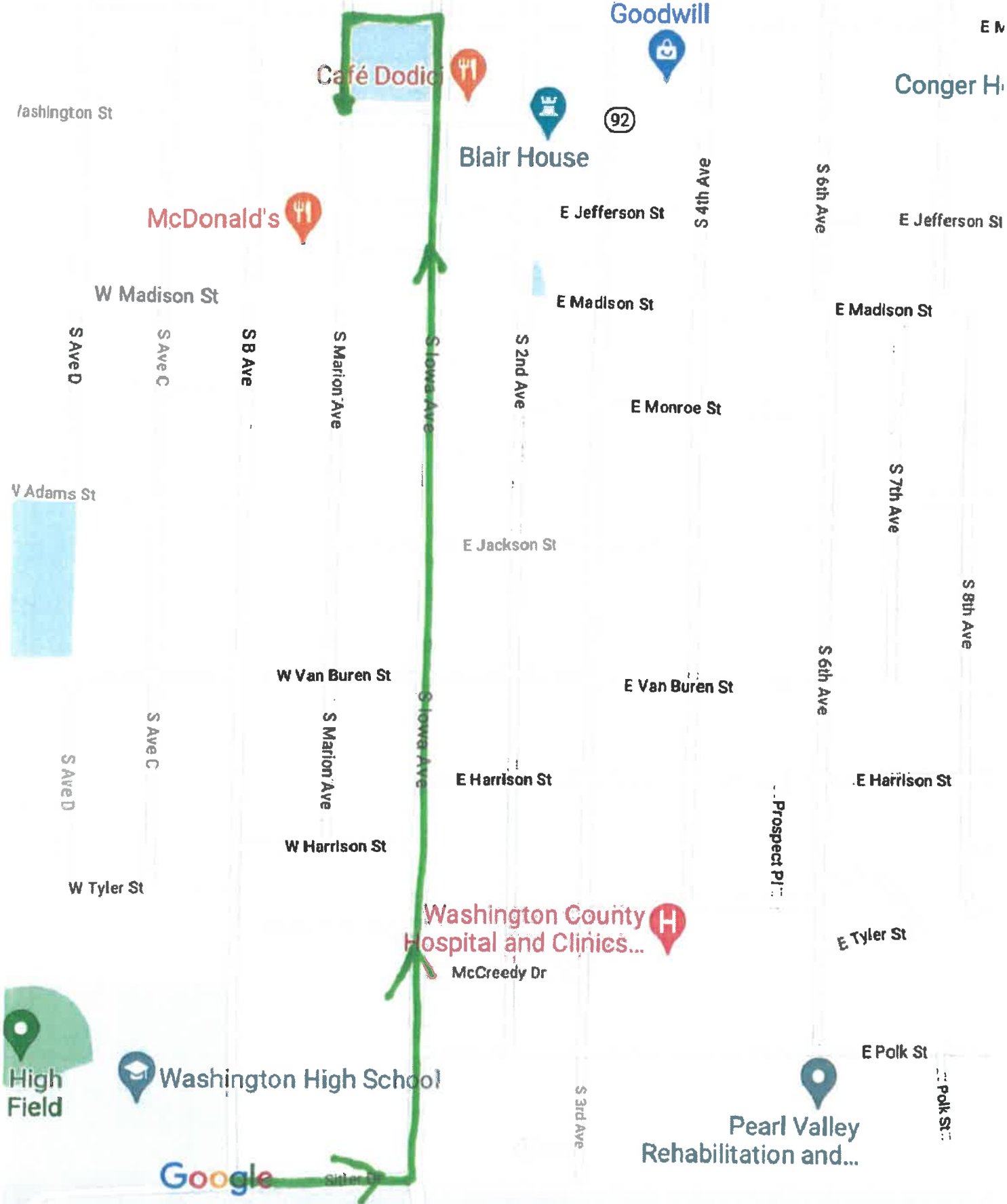
7:30 - Friday, September 9

7:30 - Friday, September 23

7:30 - Friday, October 14

7:00 - Friday, October 21

Each game is preceded by a 5:00 game except on October 21.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/07/2021

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

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


PRODUCER Horak Insurance 115 E. Washington Street Washington IA 52353		CONTACT NAME: Maryjo Rich PHONE (A/C, No, Ext): (319) 653-2116 E-MAIL ADDRESS: maryjo@horakinsurance.com FAX (A/C, No): (888) 361-7576	
INSURED WASHINGTON COMMUNITY SCHOOL DISTRICT PO BOX 926 WASHINGTON IA 52353-0926		INSURER(S) AFFORDING COVERAGE INSURER A: Employers Mutual Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 21415	

COVERAGES **CERTIFICATE NUMBER:** CL219709257 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSD	WVD					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			5D14971	07/01/2021	07/01/2022	<input type="checkbox"/> EACH OCCURRENCE \$ 2,000,000 <input type="checkbox"/> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 <input type="checkbox"/> MED EXP (Any one person) \$ 5,000 <input type="checkbox"/> PERSONAL & ADV INJURY \$ 2,000,000 <input type="checkbox"/> GENERAL AGGREGATE \$ 4,000,000 <input type="checkbox"/> PRODUCTS - COMP/OP AGG \$ 4,000,000 <input type="checkbox"/> Employee Benefits \$ 2,000,000	
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			5E14971	07/01/2021	07/01/2022	<input type="checkbox"/> COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 <input type="checkbox"/> BODILY INJURY (Per person) \$ <input type="checkbox"/> BODILY INJURY (Per accident) \$ <input type="checkbox"/> PROPERTY DAMAGE (Per accident) \$ <input type="checkbox"/> Uninsured motorist \$ 1,000,000	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			5J14971	07/01/2021	07/01/2022	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> EACH OCCURRENCE \$ 4,000,000 <input type="checkbox"/> AGGREGATE \$ 4,000,000	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	5H14971	07/01/2021	07/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 <input type="checkbox"/> E.L. DISEASE - EA EMPLOYEE \$ 500,000 <input type="checkbox"/> E.L. DISEASE - POLICY LIMIT \$ 500,000	

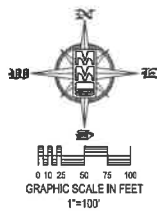
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Washington 215 East Washington Washington IA 52353		CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 	
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LOCATION: AUDITOR PARCEL "V" BEING A PORTION OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 16, TOWNSHIP 75 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, WASHINGTON, WASHINGTON COUNTY, IOWA.	SUBDIVIDER: PALM DEVELOPMENT PARTNERS 23134 HIGHWAY 22 NORTH YUMA, TN 38380
LAND SURVEYOR: RICHARD R. NOWOTNY P.L.S. MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA 52240 PHONE: 319-351-8282	PROPRIETOR OR OWNER: J. GREGORY & LORI A. B. WILEY 2474 HWY 92 WASHINGTON, IOWA 52353
	SUBDIVIDER ATTORNEY: SHELLEY MATHEWS R/W ATTORNEYS AT LAW 2021 21ST AVENUE SOUTH NASHVILLE, TN 37212
	DOCUMENT RETURN INFORMATION: LAND SURVEYOR

FINAL PLAT WILEY SUBDIVISION, THIRD ADDITION WASHINGTON, WASHINGTON COUNTY, IOWA



LEGEND AND NOTES	
	- CONGREGATIONAL CORNER, FOUND
	- CONGREGATIONAL CORNER, REESTABLISHED
	- PROPERTY CORNER(S), FOUND (as noted)
	- PROPERTY CORNER(S) SET (3/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS")
	- CUT "X"
	- PROPERTY &/or BOUNDARY LINES
	- CONGREGATIONAL SECTION LINES
	- RIGHT-OF-WAY LINES
	- CENTER LINES
	- LOT LINES, INTERNAL
	- LOT LINES, PLATTED OR BY DEED
	- EASEMENT LINES, WIDTH & PURPOSE NOTED
	- EXISTING EASEMENT LINES, PURPOSE NOTED
	- RECORDED DIMENSIONS
	- MEASURED DIMENSIONS
	- CURVE SEGMENT NUMBER

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDRETHS
ERROR OF CLOSURE IS LESS THAN 1 FOOT IN 20,000 FEET



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

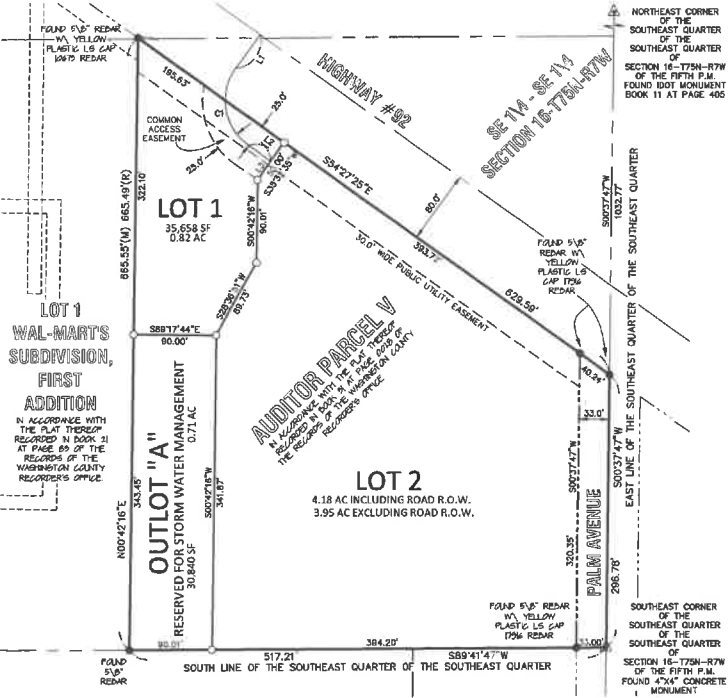
LINE SEGMENT TABLE		
LINE	LENGTH	BEARING
L1	45.00	S35°3'35"W
L2	29.70	S64°27'25"E

CURVE SEGMENT TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
C1	90°00'00"	60.00'	94.25'	60.00'	84.85'	S09°27'25"E

DESCRIPTION - WILEY SUBDIVISION, THIRD ADDITION

Auditor Parcel "V" in Washington, Iowa, in accordance with the Plat thereof Recorded in Book 31 at Page 0028 of the Records of the Washington County Recorder's Office, Said Auditor Parcel V contains 5.71 Acres, and is subject to easements and restrictions of record.

Date	Revision
05-29-2022	PER RRN REVIEW - RLW
07-11-2022	REVISED LOT 1 PER PVA - RLW
08-02-2022	ADDED SIGNATURE BLOCK - LSS



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

RICHARD R. NOWOTNY
P.L.S. Iowa Lic. No. 17916
My license renewal date is December 31, 20____.

Pages or sheets covered by this seal: _____

SEAL

FINAL PLAT
WILEY SUBDIVISION
THIRD ADDITION

WASHINGTON
WASHINGTON COUNTY
IOWA

MMS CONSULTANTS, INC.

Signed before me this ____ day of _____, 20____.

Notary Public, In and for the State of Iowa.

PLAT APPROVED BY:	
CITY OF WASHINGTON:	
P & Z COMMISSION CHAIRPERSON	DATE
MAYOR	DATE

Date:	06-28-2022
Designed by:	PVA
Field Book No.:	1388
Drawn by:	RLW
Scale:	1"=100'
Checked by:	RRN
Sheet No.:	1
Project No.:	IC 11324-001
ct.:	1

RESOLUTION NO. 2022-_____

A RESOLUTION APPROVING THE FINAL PLAT FOR
WILEY SUBDIVISION, THIRD ADDITION, WASHINGTON, IOWA

WHEREAS, the owner did properly file a Final Plat for Wiley Subdivision, Third Addition, Washington, Iowa; and

WHEREAS, said Final Plat has been examined by the Planning and Zoning Commission of Washington, Iowa; and

WHEREAS, recommendations from both said Commission and City Staff have been received and considered; and

WHEREAS, THE City Attorney has approved the Letter of Credit of surety bond to insure that all improvements and installations in the subdivision required by the City Code will be completed by the subdivider or property owner within two years after official acceptance of the plat. The amount of the bond required is \$39,055.00, which is the estimated cost of improvements of \$36,055.00 plus 10 percent, \$3,606.00.

WHEREAS, said Final Plat has found to be in compliance with the requirements of the City of Washington Code of Ordinances and all other statutory requirements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, Iowa, that said Final Plat for Wiley Subdivision, Third Addition, Washington, Iowa, is hereby approved and the estimated costs of improvements to be completed is approved at \$36,055.00, and the Bond is approved in the amount of \$39,661.00.

PASSED AND APPROVED this 23rd day of August, 2022.

Jaron P. Rosien, Mayor

ATTEST:

Sally Hart, City Clerk

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



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

August 19, 2022

To: Mayor & City Council

From: Deanna McCusker
City Administrator

Re: Hotel Market Study

Following the brief discussion on the hotel market study at the council meeting Tuesday night I reached out to Michael, the consultant doing the study. He said there are 3 options for the hotel market study; limited service hotel, full-service hotel or a hybrid service.

The agreement that we were conducting the market study was the full-service hotel, but after discussing it with Michael, it sounds more like we want a hybrid service hotel. This consists of sleeping rooms, complimentary breakfast and a banquet/conference room. There would be no restaurant/bar in the hotel. When the banquet/conference room is used, any food and drink would need to be catered in.

I would appreciate direction to convey to the consultant. We still have time to amend our type of market study to be done. If we switch from the full-service market study to a hybrid market study, our final cost will be reduced by \$2,000.

After hearing the comments and reviewing the definitions of the hotel services, I think that a hybrid version would be the best approach, but ultimately council decision. I am not convinced that the restaurant would be used by community members, which would be necessary to have the hotel restaurant be successful.

The Smith Travel Research (STR) 2020 Host Almanac report provides the following definitions:

A Full-Service Hotel is a "hotel reporting Food & Beverage revenues and expenses, where Food and Beverage revenues are greater than 5% of the total revenues".

A Limited-Service Hotel is a "hotel with rooms-only operations (i.e. without food & beverage service). Hotels may be included that offer Food and Beverage (F&B), but collect less than 5% of total revenues from F&B".

A couple of notes for further explanation/clarification:

1. Smith Travel Research is a highly respected national/international lodging industry group that collects Lodging Industry data both nationally and internationally, reporting the performance of the Lodging Industry at regional, national and international conferences.

2. Hotels that provide a complimentary buffet breakfast and no other Food & Beverage such as Holiday Inn Express and Hampton Inns do not report any F&B revenues and are considered Limited-Service Hotels.

3. Hilton Garden Inns or a Holiday Inn are hotels that have a restaurant, bar and banquet/meeting space are considered Full Service Hotels. These hotels report F&B revenues and if they are successful hotels, their F&B revenues are typically in the 20% - 25% range of total revenues. Well above the 5% mentioned above in the definition.

There is a hybrid that combines a Limited-Service Hotel (i.e. a typical complimentary breakfast buffet) with adjacent/attached banquet/meeting space. In this case ALL Food & Beverage service is handled/provided by outside caterers. The report would project the rooms potentially generated by the banquet/meeting space such as with weddings and reunions but would NOT project any Food & Beverage revenues.