



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE COUNCIL CHAMBERS
AT 120 E. MAIN STREET
AT 6:00 P.M., TUESDAY, MAY 6, 2014

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, May 6, 2014 to be approved as proposed or amended.

Consent:

1. Council Minutes 04-15-2014
2. Council Minutes 04-22-2014
3. Snyder & Assoc., Rehabilitate Runway Construction Services, \$7,301.64
4. Snyder & Assoc., Airport AGIS, \$1,815.51
5. Rich Pumping, Bio-Solids Land Application Spring 2014 Project, \$10,042.25
6. PAWS & More Animal Shelter, Dogs From Pound, Oct. 2013-Mar. 2014, \$560.00
7. PAWS & More Animal Shelter, Donation (Jan., Feb., March), \$3,225.00
8. Kevin Olson, Legal Services, \$1,438.38
9. Gronewold, Bell, Kyhnn & Co., June 30, 2013 City Audit, \$2,080.00
10. Department Reports

Claims and Financial Reports:

Claims as Presented.

SPECIAL PRESENTATION

Relay for Life 5K/10K Request.

Washington 175th Committee Requests

Presentation on Discussion and Consideration of a Resolution Approving a 28E Agreement (Auditorium)

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

UNFINISHED BUSINESS

NEW BUSINESS

Discussion and Consideration of Setting Public Hearing Date on FY 14 Budget Amendment.

Discussion and Consideration of Washington Former Public Library Renovation Preliminary Schedule.

Discussion and Consideration of Proposal for Engineering Services (Old WWTP Demolition Asbestos Survey)

Discussion and Consideration Authorizing Notice of Hearing and Letting (S. 12th/East Tyler 2014 Paving Project)

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Discussion and Consideration of Resolution Dedicating a Street-Country Club Road

Discussion and Consideration of Resolution Approving Specifications, Form of Contract, Cost Estimate, and Setting Dates for a Public Hearing and Receipt of Bids for the 2014 Seal Coat Project.

Discussion and Consideration of Second Reading of an Ordinance Amending the Code of Ordinances Chapters 15,17,18,19,27,30,35,123,125,127, & 151 (Mayor, City Administrator, City Clerk Duties)

Discussion and Consideration of Second Reading of an Ordinance Amending the Code of Ordinances Chapter 65 "Stop or Yield Required".

Discussion and Consideration of First Reading of an Ordinance Amending the Municipal Code of City of Washington, Iowa, by Adding New Section 135.14 "Temporary Encroachments on Right-of-Way"

Discussion and Consideration of First Reading of an Ordinance Amending Sidewalk Café Regulations.

Discussion and Consideration of Resolution Authorizing Assessment to Taxes.

Closed Session per Iowa Code 21.5(i)

DEPARTMENTAL REPORT

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

Sandra Johnson, Mayor
Mark Kendall
Jaron Rosien
Kathryn Salazar
Bob Shellmyer
Bob Shepherd
Russ Zieglowsky

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 04-15-2014

The Council of the City of Washington, Iowa, met in Regular Session in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, April 15, 2014. Mayor Johnson in the Chair. Present: Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Absent: Kendall.

Motion by Rosien, seconded by Shepherd, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, April 15, 2014 be approved as amended. Motion carried. The amendment: discussion and consideration of the Resolution Approving and Adopting Preliminary Plans, Specifications, Plat, Schedule and Estimate of Cost and Ratifying a Notice of Hearing (S. 12th Avenue and E. Tyler Street 2014 Paving Project) was moved ahead of Public Hearing for Resolution of Necessity for the South 12th/East Tyler 2014 Paving Project and Discussion and Consideration of Resolution of Necessity S. 12th Avenue and E. Tyler Street 2014 Paving Project.

Consent:

1. Council Minutes 04-01-2014
2. Snyder & Associates, Rehabilitate Runway Construction Services, \$8,845.38
3. Fox Engineering, Ground Storage Reservoir, \$396.00
4. Fox Engineering, WWTP, 818.75
5. TAC 10, Inc., Records Management Software, \$30,522.75
6. JP's 207, 207 W. Main Street, Class C Liquor License (LC) (Commercial), Sunday Sales, **(renewal)**
7. Department Reports

Councilor Rosien asked that item 6 be removed from the consent agenda.

Motion by Shepherd, seconded by Salazar, that consent agenda items 1-5 and 7 be approved. Motion carried.

Motion by Shepherd, seconded by Shellmyer, that consent item 6 be approved. Motion carried. Rosien abstained with conflict.

Motion by Rosien, seconded by Shepherd, that the claims be approved for payment. Motion carried.

Finance Director Kelsey Kranz gave the financial reports for March. Motion by Shepherd, seconded by Shellmyer, to accept the reports and place them on file. Motion carried.

Connie Larsen and Sherry Simpson from Ruhl & Ruhl Real Estate came before Council to request parking space closures in front of their business for an Alive After 5:00 event on May 6. Motion by Shepherd, seconded by Salazar, to approve the closure of parking spaces as requested. Motion carried. Rosien abstained with conflict.

Public Presentations: Royce Phillips, state senate candidate, introduced himself to the council.

Motion by Shellmyer, seconded by Rosien, to approve the Resolution Approving and Adopting Preliminary Plans, Specifications, Plat, Schedule and Estimate of Cost and Ratifying a Notice of Hearing (S. 12th Avenue and E. Tyler Street 2014 Paving Project. Roll call on motion: Ayes: Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Nays: none. Kendall absent. Motion carried. **(Resolution No. 2014-037)**.

Mayor Johnson announced that now is the public hearing for the Resolution of Necessity for the South 12th/East Tyler 2014 Paving Project.

No written or oral objections were received. Several residents gave oral and written statements in favor of the project.

Motion by Shellmyer, seconded by Zieglowsky, to close the public hearing. Roll call on motion: Ayes: Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Nays: none. Kendall absent. Motion carried.

Motion by Shellmyer, seconded by Rosien, to approve the Resolution of Necessity S. 12th Avenue and East Tyler Street 2014 Paving Project. Roll call on motion: Ayes: Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Nays: none. Kendall absent. Motion carried. **(Resolution No. 2014-038)**

Motion by Zieglowsky, seconded by Shepherd, to approve the first reading of Ordinance Amending the Code of the City of Washington, Iowa, Chapter 65 "Stop or Yield Required". Roll call on motion: Ayes: Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Nays: none. Kendall absent. Motion carried.

Motion by Rosien, seconded by Zieglowsky, to approve the first reading of an Ordinance Amending the Code of Ordinances of the City of Washington, Iowa, Chapters 15,17,18,19,27,30,35,123,125,127, & 151 (Mayor, City Administrator, City Clerk Duties). Roll call on motion: Ayes: Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Nays: none. Kendall absent. Motion carried.

Motion by Shepherd, seconded by Salazar, to approve the Resolution Authorizing Assessment to Taxes. Roll call on motion: Ayes: Rosien, Shellmyer, Shepherd, Zieglowsky. Nays: none. Kendall absent. Salazar abstain with conflict. Motion carried. **(Resolution No. 2014-039)**

Motion by Rosien, seconded by Salazar, to approve Resolution Endorsing Historic Preservation Commission Application for HDRP Grant. Roll call on motion: Ayes: Rosien, Salazar, Shellmyer, Shepherd, Zieglowsky. Nays: none. Kendall absent. Motion carried. **(Resolution No. 2014-040)**

Motion by Shellmyer, seconded by Zieglowsky, to affirm the Mayoral appointment of Harold Frakes to the Washington Free Public Library Board. Motion carried.

Motion by Shepherd, seconded by Rosien, to approve moving forward with the ICMA 360 Evaluation with the Mayor and Councilor Shepherd choosing people in the "other" category. Motion carried.

Motion by Zieglowsky, seconded by Shepherd, that the Regular Session held at 6:00 P.M., Tuesday, April 15, 2014 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

Council Minutes 04-22-2014

The Council of the City of Washington, Iowa, met in Special Session in the council chambers, 120 E. Main Street, at 6:00 P.M., Tuesday, April 22, 2014. Mayor Johnson in the Chair. Present: Kendall, Salazar, Shellmyer, Shepherd, Zieglowsky. Absent: Rosien.

Motion by Shellmyer, seconded by Salazar, that the agenda for the Special Session to be held at 6:00 P.M., Tuesday, April 22, 2014 be approved. Motion carried.

Lengthy discussion by council on the Municipal Building Study. Also present were city staff and Klingner & Associates staff.

Motion by Salazar, seconded by Shepherd, to move forward with Option 1 (City Hall in Former Library Building and Police and Fire in Former Municipal Building). Roll call: Ayes: Kendall, Salazar, Shepherd, Zieglowsky. Nays: Shellmyer. Rosien absent. Motion carried.

The first reading of an Ordinance Amending the Municipal Code of City of Washington, Iowa, by Adding New Section 135.14 "Temporary Encroachments" will be on the May 6, 2014 council agenda.

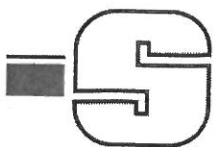
Motion by Kendall, seconded by Salazar, to bring to council for discussion possible changes to the Sidewalk Café Ordinance. Vote was 4-1 (Shepherd). Motion carried.

Council discussed possible changes to open burning restrictions. Further discussion on the May 6 council meeting.

Motion by Kendall, seconded by Shellmyer, that the Special Session held at 6:00 P.M., Tuesday, April 22, 2014 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor



**INVOICE FOR PROFESSIONAL SERVICES
SUMMARY**

Mike Roe
Washington Airport Commission
PO Box 516
Washington, IA 52353

Invoice Date: 4/15/2014

Invoice No: 6
Billing Period: 3/1/2014 to 3/31/2014
S&A Project No: 109.1021.01B

Client Project #:
County: Washington
Rehabilitate Runway Construction Services

	Contract Estimate	Cumulative to Date	Previous Invoices	Current Period
Labor Dollars	\$65,893.20	\$13,065.17	\$10,440.78	\$2,624.39
Overhead 152.83%	\$100,704.58	\$19,967.51	\$15,956.65	\$4,010.86
Overhead Adjustments		\$0.00	\$0.00	\$0.00
Direct Expenses	\$9,750.00	\$359.09	\$359.09	\$0.00
Subconsultants (including authorized contingency)				
Materials Testing	\$22,000.00	\$0.00	\$0.00	\$0.00
Electrical Review	\$5,000.00	\$0.00	\$0.00	\$0.00
Subtotal	\$203,347.78	\$33,391.77	\$26,756.52	\$6,635.25
Fixed Fee	\$16,659.78	\$4,831.34	\$4,164.95	\$666.39
Authorized Contingency	\$0.00			
Total Authorized Amount	\$220,007.56			
Total Billed to Date	\$38,223.11	\$38,223.11	\$30,921.47	\$7,301.64
Remaining Authorized Balance	\$181,784.45			
Unauthorized Contingency Snyder & Associates	\$0.00			

SNYDER & ASSOCIATES, INC.

Carl Byers (as)
Carl Byers

318-6-6020 6762-102
002-6-2080 Initials CB

EXP. AGIS

Vender # _____ Date Rec. 4-24-14

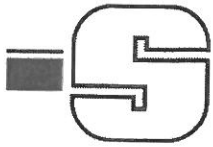
Due Date _____ Inv # _____

REMIT TO:

2727 SW Snyder Blvd. - PO Box 1159, Ankeny, IA 50023

email: ar@snyder-associates.com

Federal E.I.N. 42-1379015



INVOICE FOR PROFESSIONAL SERVICES

April 15, 2014

Washington Airport Commission
PO Box 516
Washington, IA 52353

Invoice No: 109.1021.01A - 18

Project 109.1021.01A Washington Municipal Airport AGIS

Professional Services through March 31, 2014

Lump Sum Fees

	Contract Amount	% Compl	Total Billed to Date	Previous Billed	Current Billed
AGIS	60,517.00	73.00	44,177.41	42,361.90	1,815.51
Amt invoiced and paid Proj # 110.0714	-1,480.00	100.00	-1,480.00	-1,480.00	0.00
Aerometrics	43,450.00	100.00	43,450.00	43,450.00	0.00
Total Fee	102,487.00		86,147.41	84,331.90	1,815.51
Total Fee					1,815.51

Amount Due this Invoice \$1,815.51

Billings to Date	Total 86,147.41	Prior 84,331.90	Current 1,815.51
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Snyder & Associates, Inc.

Carl Byers (hs)

Carl Byers

Due Date _____ Inv # _____
Vendor # _____ Date Rec. _____
EXP. 4/15
002-6-2060 Initials get
3/16-6-6030-6762-102

PAWS & More Animal Shelter

1004 1/2 West Madison Street
Washington, IA 52353

Invoice

Date

4/22/2014

Invoice #

29

Bill To

City of Washington
PO Box 516
Washington, IA 52353

Terms

DUE UPON RE...

Description	Quantity	Rate	Amount
Animal Services-Dogs taken from pound Oct. 2013 - March 2014	14	40.00	560.00
Total			\$560.00

PAWS & More Animal Shelter

1004 1/2 West Madison Street
Washington, IA 52353

Invoice

Date	4/18/2014
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Invoice #	27
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Bill To

City of Washington
215 E Washington St
Washington, IA 52353

Terms	DUE UPON RE...
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Description	Quantity	Rate	Amount
Animal Services Contribution- Jan, Feb, March 2014		3,225.00	3,225.00
		Total	\$3,225.00



Rich Pumping LLC

2727 Trio Ct
Washington, IA 52353

Crawfordsville, IA

Phone # (319) 471-1382

richpumpingllc@gmail.com

4/24/2014	420

Fred Doggett
City of Washington
P.O Box 516
Washington, IA 52353

	Due on receipt	

Quantity	Description	Rate	Amount
179,137	Murphy north	0.018	3,224.47
302,943	Murphy south	0.018	5,452.97
75,823	south of plant	0.018	1,364.81
610-6-8015- <u>6599</u> Initials <u>FD</u>			
EXP. <u>bio-solids land application project</u>			
Vendor # _____ Date Rec. <u>4-25-14</u>			
Due Date _____ Inv # _____			
			\$10,042.25

Kevin D. Olson
Attorney-at-Law
1400 5th Street, P.O. Box 5127
Coralville, Iowa 52241
Phone (319) 351-2277 Fax: (319) 351-2279

April 30, 2014

Mr. Brent Hinson, City Administrator
City of Washington, Iowa
215 E. Washington Street
Washington, Iowa 52353

INVOICE

For legal services rendered to the City of Washington, Iowa

TOTAL HOURS

14.75 hours

TOTAL MILEAGE

198 miles

Hourly Rate

\$90/hour

Mileage Rate

\$0.56 per mile

TOTAL FOR THIS INVOICE

\$1,438.38

Gronewold, Bell, Kyhnn & Co. P.C.

1910 E. 7th Street
P.O. Box 369
Atlantic, IA 50022
712-243-1800

CITY OF WASHINGTON
215 EAST WASHINGTON ST.
WASHINGTON, IA 52353

Invoice No. 20301
Date 03/31/2014
Client No. 03793

Audit of financial statements for the year ended June 30, 2013.	\$ 11,900.00
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Assist with the completion of MD&A.	<u>280.00</u>
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Total For Services	12,180.00
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Lodging	\$ 377.94
Postage, copies and supplies	86.10
Meals	285.68
Mileage	382.70
Expenses capped at \$900	(<u>232.42</u>)

Total For Expenses	<u>900.00</u>
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Total	13,080.00
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Progress Applied	<u>(11,000.00)</u>
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Current Amount Due	\$ <u>2,080.00</u>
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Interest at 18% per annum will be charged on any balance not paid within 30 days of receipt of invoice.

2014 WATER QUALITY REPORT FOR WASHINGTON WATER DEPARTMENT

This report contains important information regarding the water quality in our water system. The source of our water is groundwater. Our groundwater is drawn from the Cambrian Jordan Sandstone aquifer.

Our water quality testing shows the following results:

CONTAMINANT	MCLG	MCL	DETECTED LEVEL	DATE SAMPLED	RANGE OF DETECTION	VIOLATION	SOURCE
Combined radium (pCi/L)	0	5	5.4	11/01/2012		NO	Erosion of natural deposits
Lead (ppb)	0	AL=15	3 95%	9/30/2011	0-3	NO	Corrosion of household plumbing systems; erosion of natural deposits
Lead (ppb)	0	AL=15	3 90%	9/30/2011	0-3	NO	Corrosion of household plumbing systems; erosion of natural deposits
Copper (ppm)	1.3	AL=1.3	0.2 90%	9/30/2011	.01-.27	NO	Corrosion of household plumbing systems; Erosion of natural deposits
Sodium (ppm)	N/A	N/A	140	10/10/2012		NO	Erosion of natural deposits; Added to water during treatment process
Chlorine (ppm)	MRDLG = 4.0	MRDL = 4.0	2.06	12/31/2013	1.72-2.20	NO	Water additives used to control microbes
Nitrate (ppm)	10	10	.2	2/6/2013		NO	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
Alpha Emitters (pCi/L)	0	15	9.4	9/24/2013		NO	Erosion of natural deposits
Flouride (ppm)	4	4	.91	11/08/2011		NO	Water additive which promotes strong teeth; Erosion of natural deposits; Discharge from fertilizer and aluminum factories
TTHM (ppm) Total Trihalomethanes	N/A	.08	< .002	7/24/2013		NO	By-products of drinking water disinfection
HAA5 (ppm) Haloacetic Acids	N/A	.06	< .006	7/24/2013		NO	By-products of drinking water disinfection

Note: Contaminants with dates indicate results from the most recent testing done in accordance with regulations.

DEFINITIONS

- Maximum Contaminant Level (MCL) – The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- Maximum Contaminant Level Goal (MCLG) -- The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- ppb -- parts per billion.
- ppm -- parts per million.
- pCi/L – picocuries per liter
- N/A – Not applicable
- ND -- Not detected
- Action Level (AL) – The concentration of a contaminant, which, if exceeded, triggers treatment or other requirements, which a water system must follow.

GENERAL INFORMATION

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water posed a health risk. More information about contaminants or potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline (800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

SOURCE WATER ASSESSMENT INFORMATION

The City of Washington water supply obtains its water from the Cambrian Jordan Sandstone aquifer. The Cambrian Jordan Sandstone aquifer was determined to be not susceptible to contamination because the characteristics of the aquifer and overlying materials prevent easy access of contaminants to the aquifer. The wells will be somewhat susceptible to activities such as not being susceptible to most contaminant sources except through pathways to the aquifer such as abandoned or poorly maintained wells. A detailed evaluation of your source water was completed by the IDNR, and is available from the City of Washington Water Department at (319) 653-2764.

OTHER INFORMATION

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The Washington Water Department is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

The City of Washington uses an Electrodialysis Reversal Treatment process to purify the water. EDR is a high-tech process where minerals and other constituents are removed by an electrical charge.

Our water utility is making every effort to protect the water system from potential security threats. You, as customers, can also help. If you see any suspicious activity near the water tower, treatment plant, wells or fire hydrants, please contact the local police/sheriff department or us at (319) 653-2764. We appreciate your assistance in protecting the water system.

CONTACT INFORMATION

For questions regarding this information, please contact Chad McCreary or Kyle Wellington at (319) 653-2764 during the following hours: 7 A.M.- 3:30 P.M.

Decisions regarding the water system are made at the City Council meetings held on the first and third Tuesdays at 6 p.m. at the Old Library, 120 E. Main Street, and are open to the public.

Washington Volunteer Fire Department
April 9, 2014

February Fires

7 City fires	1820.00
0 rural fires	0.00
0 Drill	.00
7 fires	1820.00

Meal before the meeting

Meeting opened At 7:00pm with Chief Tom Wide in charge.

Minutes of the previous meeting were read and approved.

Treasure report was read.

Bruce McAvoy made a motion to pay all bills against the department. Seconded by Zach Thomas.

Motion passed

Committees; Social ;Good meal of beef and noodles, mashed potatoes and salad.

175th: 5K is June 1st.

Ron Armstrong talked about having an open house June 7th.

Rescue meeting

Communications; Thank you from the Kelso family. Shop fire.

Old Business; County meeting was in Washington in March. Program was on manure pits.

Next County meeting in Wellman. Hazmat refresher will be the program.

Trustee meeting went good.

LiquiGrow tour was informative. If there is a fire use little water.

Storage building work day April 27

New: April 23 training 6:30pm

April 23 Kiwanis Tour

May 17 wash sidewalks up town.

Bruce McAvoy talked about forming an Explorer program.

Mark Chenoweth talked Boy Scout merit badge.

Discussion of calls:

No other business, roll call taken meeting adjourned.

Secretary

Tom Beauchamp

**WWTP report
May 6, 2014
Council Meeting**

- **After hour alarm and dog call outs –**
27th WWTP, I headed out to the WWTP to make some changes to the equipment settings on the SCADA. Since the underpass was flooded (pumps couldn't keep up) I set up cones to keep traffic from entering it around 4:20 p.m. the cones were removed and the underpass was back open by 5:45 p.m. Fred & Jay Q
27th WWTP high float alarm, 7:00 p.m. Fred
27th Dog calls, Safety Center reported 3 dogs to be picked at various locations, Delen T handled these calls since Jason was out of town. Thanks Delen!
- **Dept Head meetings –** Jason attended the meeting on the 29th since I was out of town at a WW conference. I attended the meetings on the 15th and 22nd.
- **New natural gas line for dog pound –** We finally used the rest of the LP gas from the old WWTP LP contract (2011/2012) to heat the dog pound last winter and this spring. Armstrong Heating replaced the dog pound furnace in January 2013 with the understanding that as soon as the LP gas was gone we would switch the furnace over to natural gas since it was available. We needed to have a new gas line trenched in from the WWTP Lab/Office building to the dog pound. Thanks to M/C (Delen) for cutting the trench for the new line on April 22, 2014. Armstrong Heating laid the new gas line and WWTP staff filled in the trench on April 23, 2014.
- **Yard Waste Center (YWC) –** The WWTP and Yard Waste Center (YWC) will extend its hours of operation to be open on Saturday mornings from 7:00 a.m. to 10:00 a.m. during the month of May 2014 so Washington residents can haul their own yard waste to the YWC.
- **IRE –** IRE hasn't discharged to the WWTP since the last report.
- **Spring 2104 bio-solids land application project –** Rich Pumping, LLC was at the WWTP to apply our treated bio-solids on April 21, 2014. They applied five hundred fifty seven thousand nine hundred three (557,903) gallons to the Murphy and City farms. The total cost of the project was ten thousand forty dollars and twenty five cents (\$10,042.25). There is money available for this project in account # 610-6-8015-6599.
- **Sinclair Tractor –** Sinclair Tractor delivered our new mower on April 22nd.
- **Lexington Blvd lift station –** Jason and Danny removed a pump discharge line blockage at this lift station on April 14, 2014. Thanks to M/C Dept for bringing their vacuum trailer out to suck up the debris that came out of the line.
- **Bi-annual sampling –** Jason collected bi-annual samples at Bazooka-Farmstar & Monchevre-Betin, Inc. on April 30, 2014.
- **Ops Bldg eye wash –** Thanks to Steve Donnolly for installing the pressure reducing valve needed for the eyewash. Doing this in-house saved the City several hundred dollars.
- **DeBoef Grinding –** LaVerne was at the yard waste center on April 17, 2014 to grind the brush and yard waste piles.
- **Iowa Water Environment Association (IAWEA) 2014 Spring Short Course –** I attended this conference at Des Moines Area Community College (DMACC) on April 29 & 30, 2014 in Ankeny. Rob Baker from FOX Engineering gave a presentation on the Washington WWTP

project. Rob did an excellent of presenting. I earned 10 hours of continuing education units (CEU's) which goes towards the 20 hours I need for my WW Grade IV certificate renewal.

- **Employee evaluations** – I completed and reviewed job evaluations with WWTP staff on April 25 & 28, 2014. I turned in the evaluation to Brent on the 28th. I met with Brent to review WWTP staff evaluations and receive my evaluation on May 1, 2014.
- **WWTP final effluent annual toxicity test** – I scheduled this annual toxicity test for May 11-12, 2014.
- **New WWTP warranty work** – PRICE Industrial was at the WWTP on May 2, 2014 to repair an overhead light that was coming apart. All American Fence Company was at the WWTP on May 2, 2014 to replace a gate in the old WWTP chain link fence that was damaged by GRIDOR's crane. They also replaced a section of fence that was damaged, too. We're working with the UV equipment manufacturer (Ozonix North America, LLC) to get some of the UV bulbs that are burnt out replaced under warranty. They are sending us nine (9) new replacement bulbs at no charge. If we had to purchase the bulbs they cost \$300 each.

Fred E Doggett
5/2/2014 2:34 PM

Maintenance and Construction Report

4/26/14-5/9/14

STREETS: M/C Personnel operated the street sweeper. The leaf vac went around the town to pick up which seemed to be more than the normal piles of leaves this time of year. Personnel worked on numerous alleys blading and adding rock as needed. Personnel poured 2.5 yards of concrete at South 9th-East Jefferson (manhole) and sidewalk in the 100 block of South Marion. Personnel pothole patched numerous areas. Personnel seeded numerous areas of previous excavation.

WATER DISTRIBUTION: M/C Personnel trenched 900 ft for the new soccer field water line, also installed a 2 inch tap and installed nearly 900 ft of 2 inch water line. Personnel also installed a manhole for a meter pit at the location of the soccer fields.

SEWER COLLECTION: M/C Personnel flushed terminal manholes and trouble spots using 18,000 gallons.

STORM SEWER COLLECTION: M/C Personnel repaired two storm intakes on South 15th Ave in the 100 block.

MECHANIC/SHOP: M/C Personnel serviced PD MRAP (electrical), #115 (finish repairs), FD #3 (sway bar links and bushings), PD 92 (brakes and a/c), #202, PD 97 (serviced), PD 79 (electrical malfunction), FD #4 (muffler ordered), #303 (charging issue) and serviced backhoe #330.

OTHER: M/C Personnel had the brush and yard waste bags ground up. Yard waste route resumed once again getting over 1,300 bags (2,795 total to date). Personnel responded to 45 One Call Locates. Personnel trenched 200 ft for the WWTF gas line. Hauled spoil away from the shop and hauled millings from the WWTF to the M/C shop.

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

Elm Grove & Woodlawn Cemeteries

Council Report for April 2014

By Nicholas Duvall

We have finished spring cleanup this month. We ended up picking up about 8 dumpster loads of decorations and trash in Elm Grove. We began mowing and have mowed Elm Grove and Woodlawn each twice. We also have had to remove two more trees from storm damage on the 27th. We have settled winter graves and begun seeding them. We have also been working the tree committee on their planting and landscaping project at the southwest corner of the high school.

We have had 6 funerals at Elm Grove this month. Our total for the calendar year is 32. This month we plan to continue mowing and trimming, finish seeding graves, start our spring spraying applications, and help tree committee with their spring projects. We also plan to get the cemeteries ready for Memorial Day.

CITY OF WASHINGTON, IOWA

CLAIMS REPORT FOR MAY 6, 2014

POLICE	ALLIANT ENERGY	UTILITIES	234.52
	COLT DEFENSE LLC	M16/AR15 ARMORER	450.00
	ELLINGSON, SHAWN	LEIN CONFERENCE	108.89
	EMBROIDERY BARN	SERVICE-ALTERATIONS	12.00
	GALL'S INC.	UNIFORMS	430.65
	GRETTER AUTOLAND INC.	SERVICE	882.45
	IOWA LAW ENFORCMT ACADEMY	SERVICE	180.00
	JC AUTO & TRUCK PARTS	PARTS	60.00
	JC AUTO PANELS	PARTS	99.00
	JC PARTS CITY	PARTS	34.29
	LOGIN / IACP NET	ANNUAL FEE	500.00
	QUILL	CHAIR MATS	153.18
	REMINGTON ARMS CO	TRAINING	450.00
	SHAMUS ALTENHOFEN	TRAINING	82.61
	VANWILLIGEN, BRIAN	MILEAGE REIMBURSEMENT	64.41
	VISA	PERMITS, SOFTWARE, AND SUP	305.07
	WASH CO AUDITOR	APRIL COMMUNICATIONS	20,015.42
		TOTAL	23,827.97
FIRE	ALLIANT ENERGY	UTILITIES	490.60
	CASCADE SUBSCRIPTION SERVICE, INC	SUBSCRIPTION	142.00
	IOWA FIRE CHIEFS ASSN.	MEMBERSHIP DUES	25.00
	JIM'S SMALL ENGINE REPAIR	SUPPLIES	74.97
	MIDWEST BREATHING AIR SYSTEMS	AIR TEST	299.93
	VISA	FIRE DEPT TRAINING/BLINDS	1,011.04
	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	331.97
		TOTAL	2,375.51
PARKS	ALLIANT ENERGY	UTILITIES	1,893.20
	D & N FENCE CO.INC.	SUPPLIES-WIRE	277.45
	HY-VEE	SUPPLIES	16.98
	JOHN DEERE FINANCIAL	PARTS	106.02
	KURTZ KRAFT	SUPPLY - SNAKE	913.50
	RIVERSIDE PALLET RECYCLERS, INC	MULCH	155.00
	SITLER'S SUPPLIES INC.	BANDSTAND LIGHTS/POOL LIGHT	200.00
	SMITH TREE SERVICE	SERVICE- CENTRAL PARK WORK	50.00
	VISA	BATTERY BACKUP	68.17
	WASHINGTON RENTAL	CARTRIDGE	22.18
	WEHR FARM SUPPLY	LAWN SEED	139.50
		TOTAL	3,842.00
FINAN ADMIN	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	ALLIANT ENERGY	UTILITIES	759.94
	ARMSTRONG HTG INC.	HVAC SERVICE	403.58
	CARSON PLUMBING INC.	SERVICE	263.36
	CINTAS CORP LOC. 342	SERVICE	110.59
	DIVISION OF LABOR/ELEVATOR SAFETY	ELEVATOR OLD LIBRARY PERMI	125.00
	EBERT SUPPLY CO.	SUPPLIES	240.15
	FAREWAY STORES	SUPPLIES	12.48
	IMPRESSIONS COMPUTERS, INC	SERVICE/COMPUTER MAINT	1,169.00
	IOWA DIVISION OF LABOR SERVICES	IA057914-WEIL-MCLAIN-1992	25.00
	KCI	ADVERTISING	103.04
	QUILL	SUPPLIES	39.97
	VISA	LODGING, MEALS & REGISTRAT	525.67
		TOTAL	3,821.78
HOUSING REHAB	CLERK OF COURT	FILING FEES FOR S 7TH/S 9TH	470.00
	WASH TITLE & GUARANTY CO	414 S 7TH/608 S 9TH TITLE CERTIFICAT	530.00

		TOTAL	1,000.00
POLICE FORFEITURE	ELLINGSON, SHAWN VISA	MRAP EXPENSES PERMITS, SOFTWARE, AND SUP TOTAL	3,017.12 1,041.61 4,058.73
WATER PLANT	ALLIANT ENERGY FAREWAY STORES FERGUSON WATERWORKS# 2516 HACH COMPANY HOWREY, WILLIAM JENNINGS, ELAINE MINCER FORD PINNACLE ENGINEERING POSTMASTER POWER COM MOTOR CONTROL TOTAL FILTRATION SYSTEM VAN METER INDUSTRIAL INC WASHINGTON ELECTRIC INC. WATER SOLUTIONS UNLIMITED WINDSTREAM IOWA COMMUNICATIONS	UTILITIES SUPPLIES METERS SUPPLIES MILEAGE REIMBURSEMENT MILEAGE REIMBURSEMENT 2014 F150-WATER PLANT SERVICE CALL BULK MAILING WATER BILLS REBUILT PUMP FILTERS POWER DISPLAY SERVICE AND REPAIR CHEMICALS SERVICE TOTAL	15,720.00 29.07 1,640.47 216.67 64.98 33.34 22,637.00 262.50 821.86 1,811.51 919.88 775.00 125.00 1,966.75 40.07 47,064.10
WATER DIST	ACE-N-MORE ALLIANT ENERGY BARRON MOTOR SUPPLY CRONE, TONY GIERKE ROBINSON CO., INC IOWA ONE CALL KLEESE, TIM MARTIN EQUIPMENT OF IA-IL MOORE'S BP AMOCO INC NORTHERN SAFETY CO., INC. USA BLUEBOOK VISA WASHINGTON RENTAL	SUPPLIES UTILITIES TOOLS CERTIFICATE REIMBURSEMENT SUPPLIES MARCH SERVICE BOOT REIMBURSEMENT PARTS SERVICE SAFETY CLOTHING PIPE DESCALER/HYDRANT FLOW GAUGE LODGING, EXAM, INK CARTRID STARTER ROPE TOTAL	66.98 70.48 232.25 60.00 42.20 62.10 100.00 96.37 92.58 807.25 605.78 128.12 10.78 2,374.89
SEWER COLLECT	ALLIANT ENERGY CERTIFIED LABORATORIES EVANS WELDING JOHN DEERE FINANCIAL MID-IOWA SOLID WASTE EQUIPMENT SEWER EQUIPMENT VISA	UTILITIES SUPPLIES SERVICE PARTS TELEVISION PARTS PUMP LODGING, EXAM, INK CARTRID TOTAL	1,140.79 475.77 53.94 127.38 28.82 8,758.11 90.53 10,675.34
SANITATION	EL HERALDO HISPANO, INC. LUKE WASTE MANAGEMENT LUKE WASTE MANAGEMENT LUKE WASTE MANAGEMENT RECYCLING SERVICES AGENCY WASH CO. HUMANE SOCIETY	ADVERTISING LUKE WASTE MANAGEMENT BULKY STICKERS REFUSE AND RECYCLING APRIL RECYCLING APRIL COLLECTIONS TOTAL	75.00 14,865.00 652.00 25,177.25 400.00 456.00 41,625.25
DEVELOP SERV	BRUNS, DAVID NORTHERN SAFETY CO., INC.	MILEAGE REIMBURS SAFETY CLOTHING TOTAL	46.79 18.95 65.74
LIBRARY	AMAZON	LIBRARY MATERIALS & SUPPLI	618.56

	ARMSTRONG HTG INC.	HVAC SERVICE	162.50
	DEMCO	BOOK COVERS	92.36
	FAREWAY STORES	SUPPLIES	15.14
	GUENTHER LOCK & KEY	FRONT LOCK REPAIR	65.00
	STAPLES ADVANTAGE	OFFICE AND PROGRAM SUPPLIE	350.11
	WCDC INC	WINDOW CLEANING	30.00
	WINDSTREAM IOWA COMMUNICATIONS	TESTING	52.55
		TOTAL	1,386.22
POOL	ACCO	PAINT	779.36
	ALLIANT ENERGY	UTILITIES	54.84
	HOLT SUPPLY CO.	PARTS	790.97
		TOTAL	1,625.17
CEMETERY	ALLIANT ENERGY	UTILITIES	360.83
	BIG COUNTRY SEEDS	GRASS REGULATOR	816.50
	CERTIFIED LABORATORIES	SUPPLIES	742.86
	DULTMEIER SALES	PRESSURE WASHER PARTS	328.01
	GREINER DISCOUNT TIRES	TIRE REPAIR	12.00
		TOTAL	2,260.20
AIRPORT	ALLIANT ENERGY	UTILITIES	1,256.95
	WASH CO. RECYCLING CTR	TRASH PICKUP- AIRPORT	80.00
		TOTAL	1,336.95
ROAD USE	AGRILAND FS, INC	SUPPLIES	139.00
	CERTIFIED LABORATORIES	CHEMICALS	822.49
	CHEMSEARCH	SUPPLIES	742.71
	FASTENAL COMPANY	SUPPLIES	8.13
	GILLUND ENTERPRISES	SUPPLIES	81.31
	GREINER DISCOUNT TIRES	TIRES-YARD WASTE TRAILER/TIRES/REPA	937.18
	LAWSON PRODUCTS INC	PARTS AND SUPPLIES	393.42
	MARK'S SANITATION	ROLL OFF BOX	535.50
	MYERS, KEVIN	SIDEWALK REPLACEMENT	612.00
	RIVER PRODUCTS	ROADSTONE	111.85
	TRANS IOWA EQUIPMENT	PART	31.62
	WASH COUNTY ENGINEER	SALT	1,517.00
	WASHINGTON EVENING JOURNAL	DISPLAY ADS	135.62
	ZARNOTH BRUSH WORKS	SWEEPER BRUSHES	694.00
		TOTAL	6,761.83
STREET LIGHTING	ALLIANT ENERGY	UTILITIES	10,106.13
	FRANZEN, DENNIS	SERVICE	1,321.77
		TOTAL	11,427.90
TREE COMMITTEE	BAILEY NURSERIES	TREE TAGS	38.18
	IGRAPHIX, INC	COPIES	24.00
	KELLY TREE FARM	TREES	157.50
	MCCONNELL, MARDE	MARKING PAINT	34.72
		TOTAL	254.40
PARK GIFT	ASSOCIATED SUPPLY CO, INC.	CHEMTROL CONTROLLER	1,062.25
		TOTAL	1,062.25
SEWER PLANT	ALLIANT ENERGY	UTILITIES	9,090.10
	CARSON PLUMBING INC.	PARTS	30.78
	CERTIFIED LABORATORIES	SUPPLIES	35.51
	DOGGETT, FRED	IAWEA COURSE	172.61
	JETCO	SERVICE-LIFT STATION	618.95
	MARIE ELECTRIC INC.	LIFT STATION REPAIR	25.00

TESTAMERICA LABORATORIES INC
UNITED LABORATORIES
WHISLER, JASON

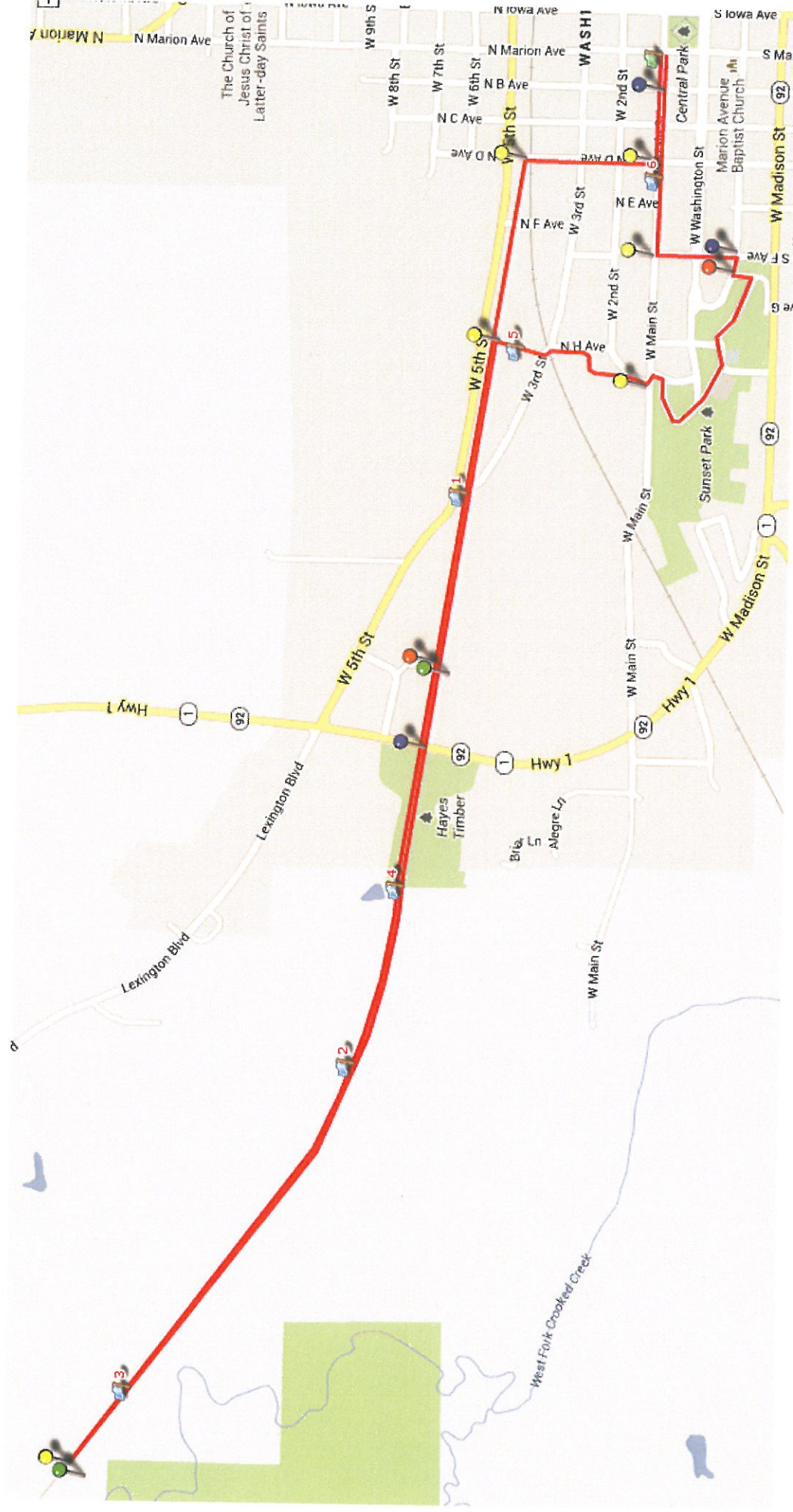
TESTING	836.22
PLANT CHEMICALS	527.40
REIMB FOR BOOTS	100.00
TOTAL	11,436.57

UNEMPLOYMENT SELF INS: IOWA WORKFORCE DEVELOPMENT
IOWA WORKFORCE DEVELOPMENT
IOWA WORKFORCE DEVELOPMENT

HAIFLEY	3,354.00
WOLFE	763.11
RAMSEY	795.00
TOTAL	4,912.11

TOTAL	183,194.91
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2014 RFL 5K/10K



Blue Pin = Police (3)

Orange Pin = Water Station (2)

Yellow Pin = Volunteer (6)

Green Pin = 5K/10K Turn Around (2)

Greg Goodman

Jennifer Durst (TruBridge)

From: Jennifer Durst (TruBridge)
Sent: Wednesday, March 26, 2014 4:02 PM
To: ggoodman@washingtونيowa.net
Cc: Shelli Cleverley; Peiffer, Kati M [YOUTH]
Subject: Relay For Life 5K/10K
Attachments: 2013 RFL 5K 10K Map.pdf

Hi Greg -

This year I thought I would touch base with you before going to the city council about the Relay For Life 5K/10K. Since the date of the actual event has changed to August we have been left with a dilemma on organizing the 5K/10K to work around other events going on and also to fit our schedules.

The idea is to have the 5K/10K on Thursday evening July 3rd at 6:30pm. We would like to use the same route as last year (document attached). Before we go any farther planning we would like your advise on availability of law enforcement staff to help with traffic control as well as your thoughts on if there are general traffic concerns due to the evening time and events already going on at the square.

→ on back

Your insight, help, and support is greatly appreciated.



TruBridge
A CPSI Company

3725 Airport Blvd.
Suite 208A
Mobile, AL 36608
T 877-543-3635
D 319-330-4958
trubridge.net

Jennifer Durst
IT Consultant
IT Consulting

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The Path to Performance

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Greg -

I found out there is a council meeting on 04/24/2014. Thank you!

We would like to attend the May 6th council meeting to get approval for date and route. Our subcommittee would also like to meet this Thursday if we have your blessing.

Thank you -

[Signature]



Celebration of Washington, Iowa's 175th Anniversary

June 1-8, 2014

Diane Gallagher, Millie Youngquist, Co-Chairs

205 West Main Street, Washington, Iowa 52353
chamber.washingtoniowa.org/175th

May 6, 2013

Dear Washington City Council Members, Mayor, and City Employees,

We are happy to announce that plans are progressing well for our 175th Anniversary Celebration, which will happen less than a month from now! Days chairs have been busy filling their schedules with interesting, fun activities, the Publicity Committee is hard at work designing flyers, posters, articles and table tents, and the Merchandise Committee has been creating colorful, useful items that are being sold around town.

Today we are here to present information about our needs for city services and to inform you about our schedule, so you will know when and where activities will be taking place.

We have already made arrangements for:

Portapotties – We will be renting 12 units (including 2 handicapped). They will be delivered on Friday, May 30th and picked up on Monday, June 9th. We are planning on placing them in 2 locations: the NE corner of Central Park in the parking areas there and in the empty lot on the west side of South Marion Street.

Garbage – We will be renting a dumpster for the week from Mark Redlinger and have planned on placing it in the empty lot on the north side of West Washington Street, alongside Igraphix. We have talked with Tim Widmer about placement of garbage cans and getting extra barrels for recycling plastic bottles and cans. We have also talked to Tim about getting additional picnic tables placed in Central Park for the whole week.

There is another document attached to this email that covers the schedules and needs of each day. Many of the chairs will be present at the meeting on the 6th to answer questions about their day's activities.

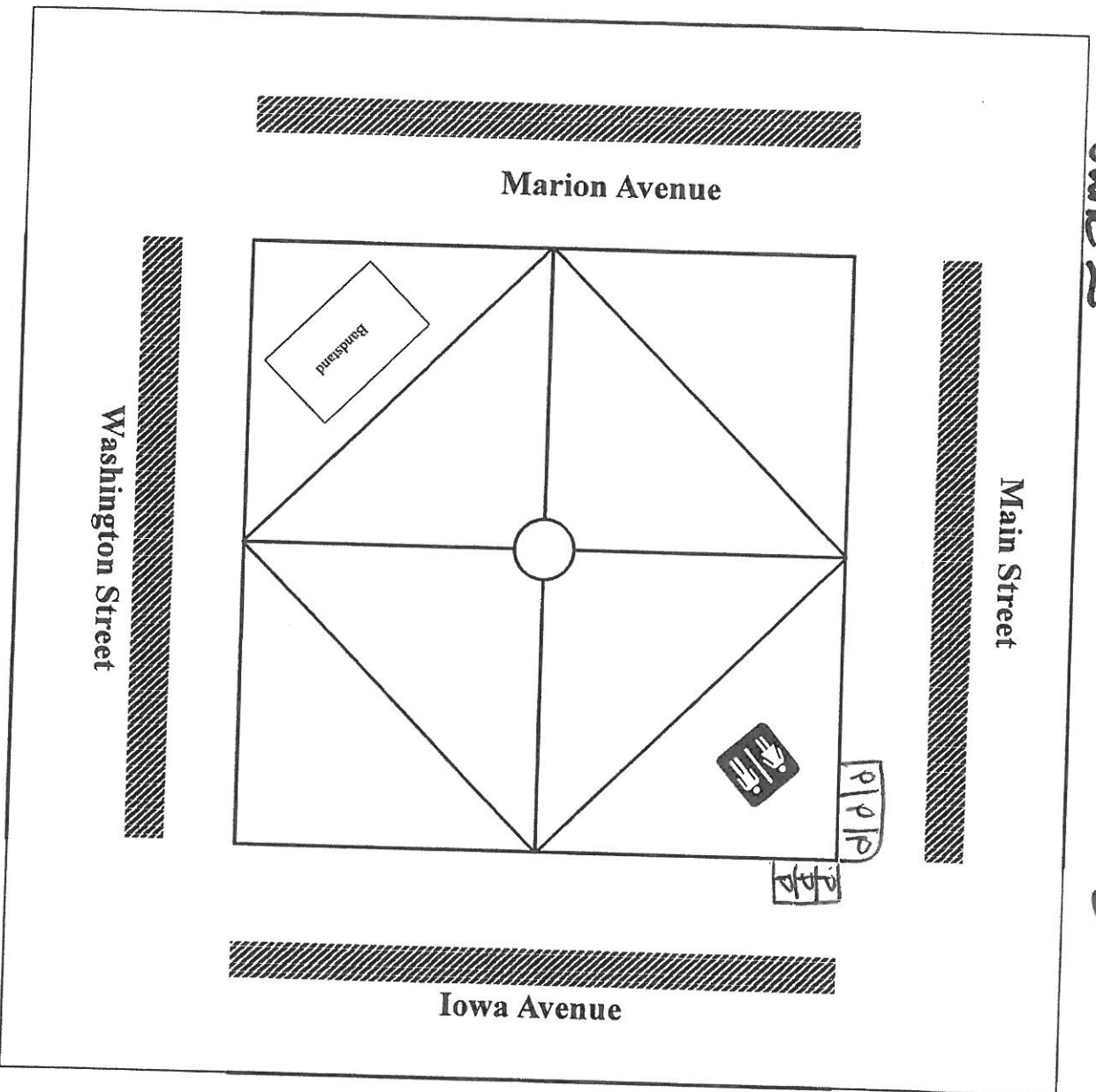
Thanks so much for your support throughout the past year in getting this event "off of the ground"! It should be a celebration that people will still be talking about in 25 years!

Sincerely,

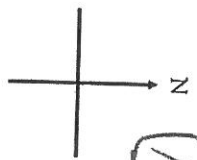
Diane Gallagher

Millie Youngquist

Day 2 - History Day - Virginia McCurdy June 2



KEY:

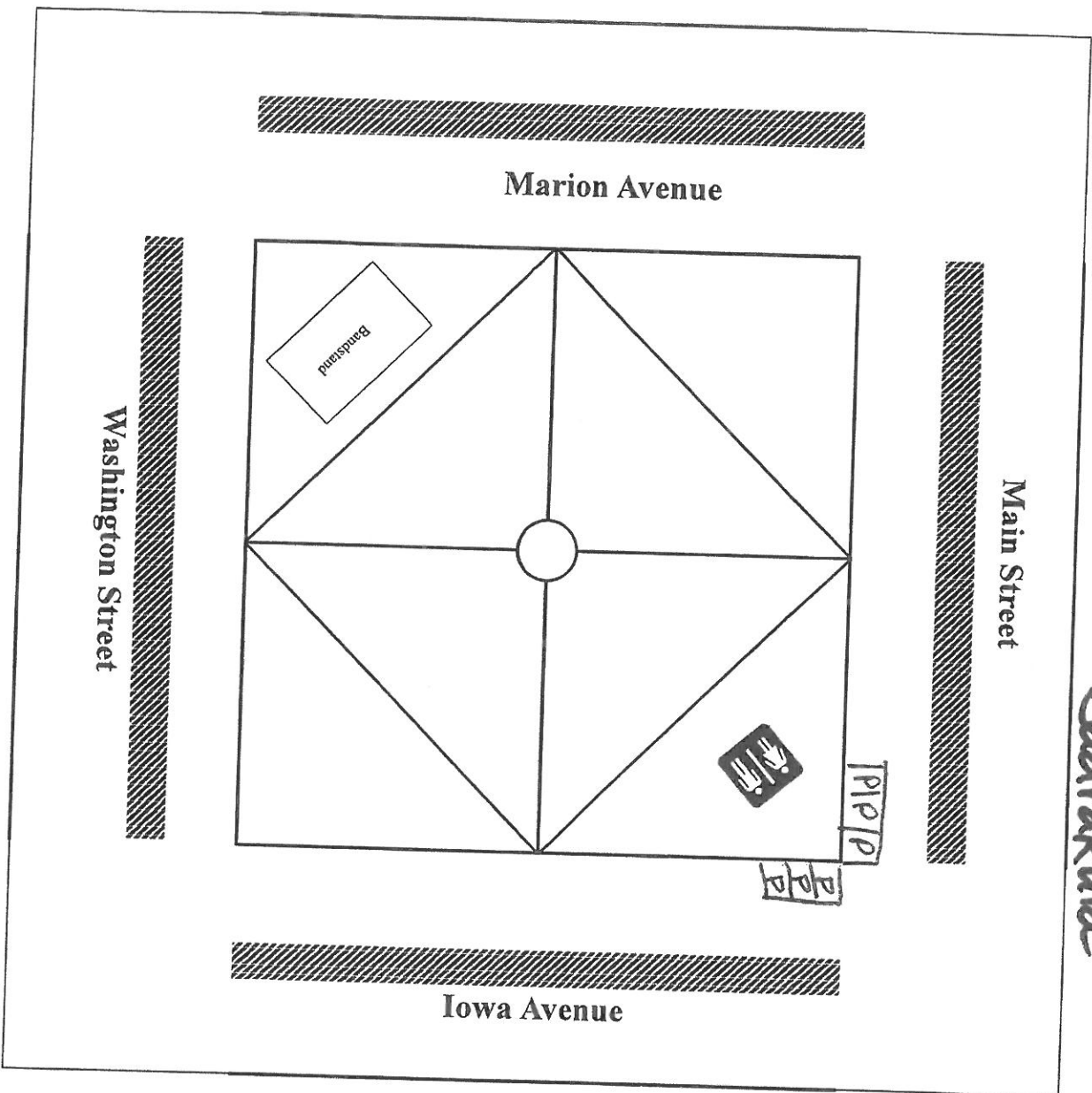


No street blocking needed

Monday, June 2 - History Day- Virginia McCurdy

- 10am Square Architectural Tour-M.Kramme
- 11am Re-enactment of Downtown Business City Historic Preservation Comm
- 1pm Reg. for Beard Judging Contest Central Park
- 1:15pm Ola Babcock Miller Story - Bandstand Rosemary Harris
- 2pm Judging Beard Contest - Central Park
- 3pm Square Architectural Tour-M.Kramme
- 3pm Registration for Historic Costume Style Show - C. Park
- 4pm Historic Costume Style Show - Central Park Bandstand
- 3-6pm Conger House Self-Guided Tour
- 4-8pm Self Guided Tours of DAR Log Cabin, Blair House, F Troop Military Museum, Red Brick School
- 6:30pm "Historic Graham Opera House and the Brintons" - M. Zahs, State Theatre

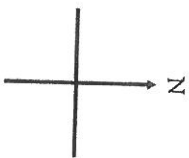
Day 3 - Business + Industry - Sarah Sadrakula



KEY:



Inner Lane Parking Spaces



No street blocking needed

Tuesday June 3 - Business & Industry Day - Sarah Sadrakula

9-5pm

Read Around the Square

Sponsor: Washington Public Library

Sign up to read on benches outside of

businesses around the square

Take your Staff to Lunch

4:30pm

Open House & Building Tour

Kirkwood Regional Center

5-7pm

Alive After 5 - Farm & Home Security

Mutual Insurance Association

Longest continuously operated

business in town, since 1874.

5-9pm

Taste of Washington - Progressive meal

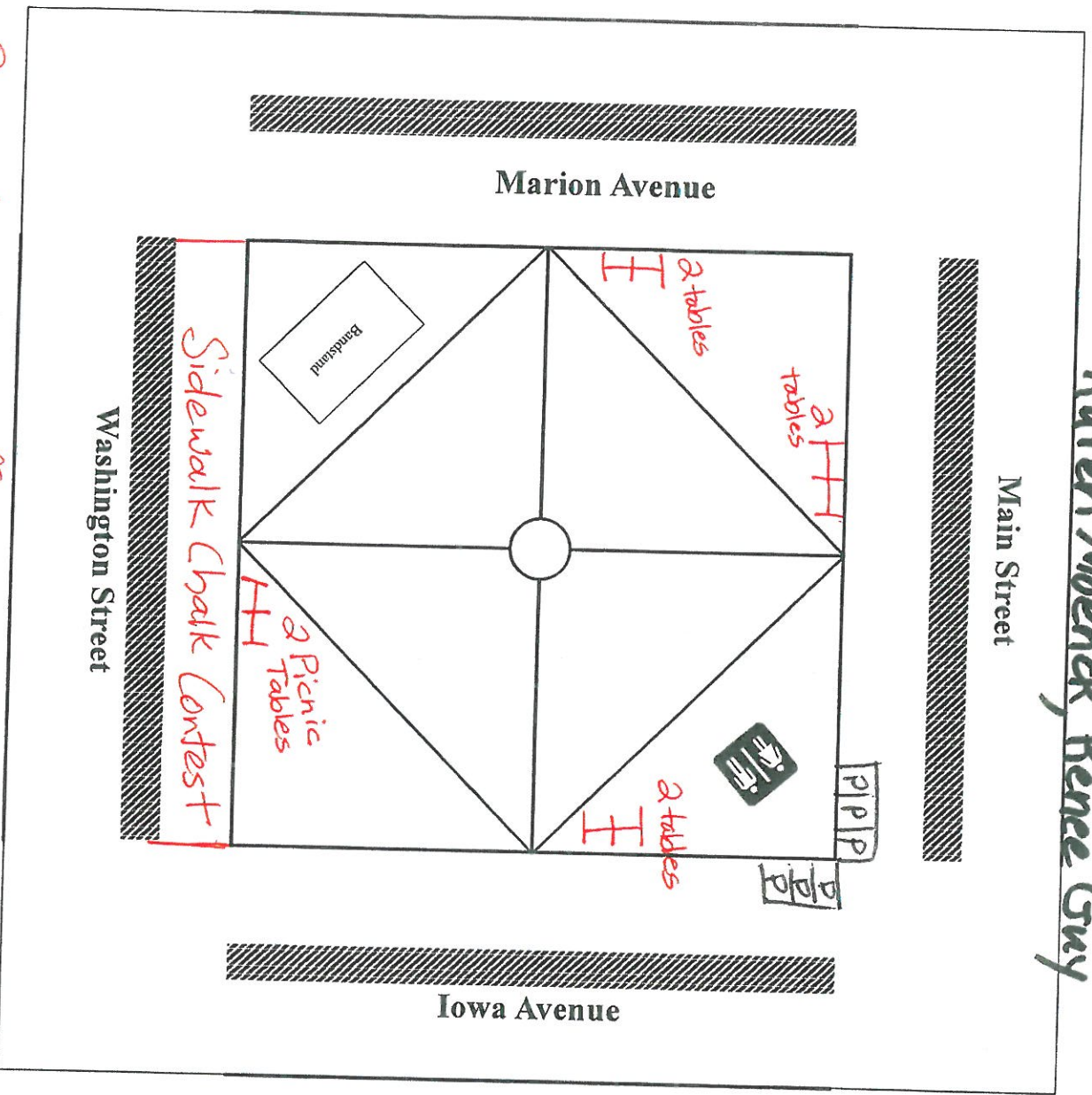
at select restaurants citywide

TBA

Locally Made Product Fair

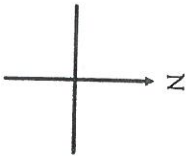
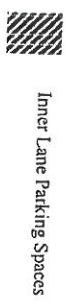
Central Park

Day 4 - June 4 - Arts + Crafts Day - Karen Moenck, Renee Guy



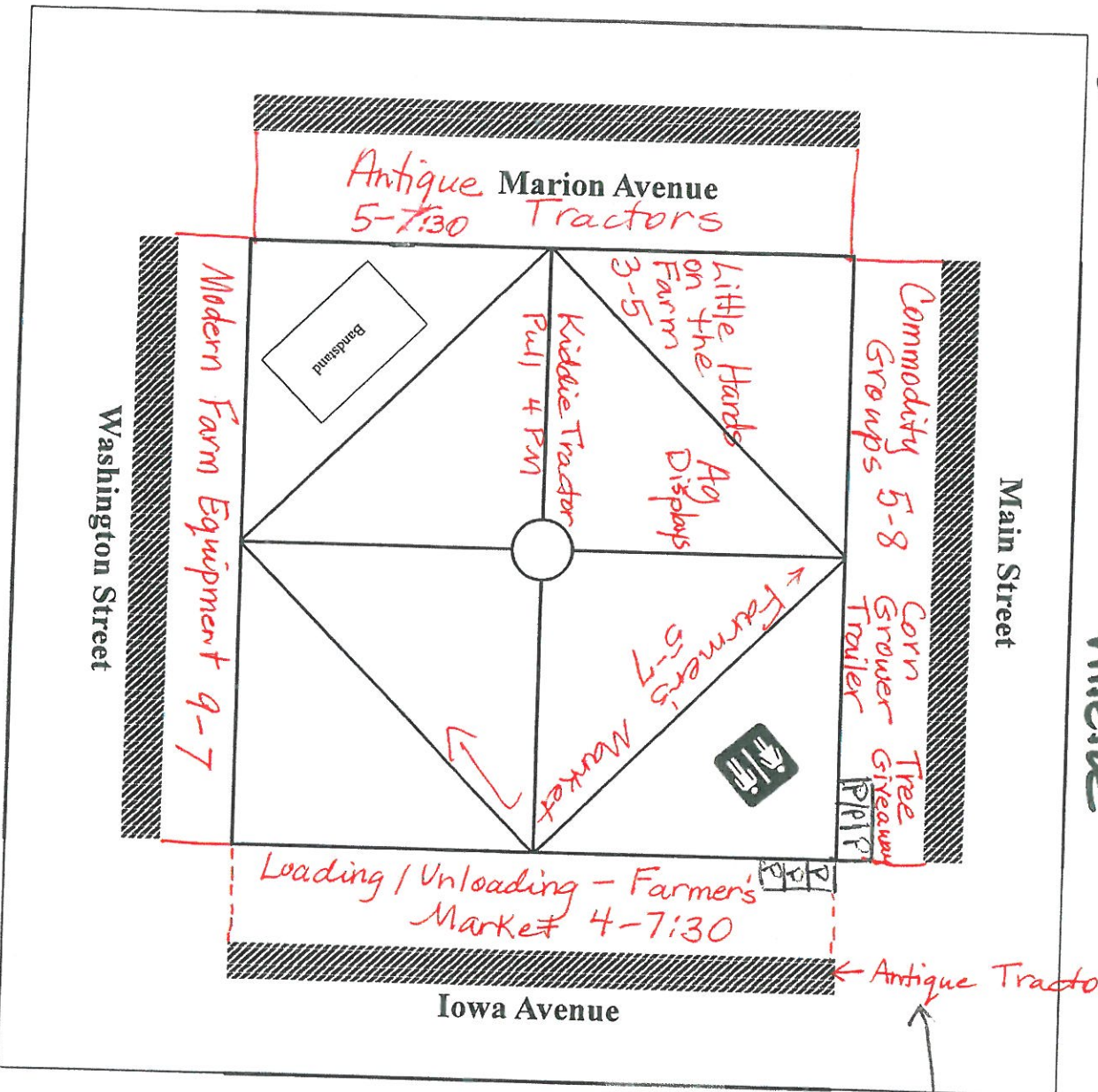
Perdock Lot - Block off parking adjacent in the south side of Washn. Street

KEY:



- Wednesday, June 4 - Arts & Crafts Day
Karen Moenck, Renee Guy
- 8:30 Registration - Sidewalk Chalk Contest
 - 9a-7pm Sketch The Square - Central Park
 - 9am Sidewalk Chalk Contest
 - Southside of park, north lanes
 - 10-7pm Quilt Block Making
 - 11-1pm United Methodist Basement
 - Community Picnic - Open Mic
 - Central Park
 - 1pm Poetry Circle - Central Park
 - 4-7pm Kids Hands On Art Fest
 - Perdock Lot (1 blk west of square)
 - Activities - lego league, sand play area, percussion make & take, fakery bakery, balloon painting, live music
 - Community Theatre Sneak Peak
 - Central Park Bandstand
 - Sticks & Strings - Central Park
 - 7pm Sponsor: Washington Public Library
 - 7pm The Tubador - Central Park

Day 5 - June 5 - Ag Day - Jerome Vittetoe



KEY:

Inner Lane Parking Spaces

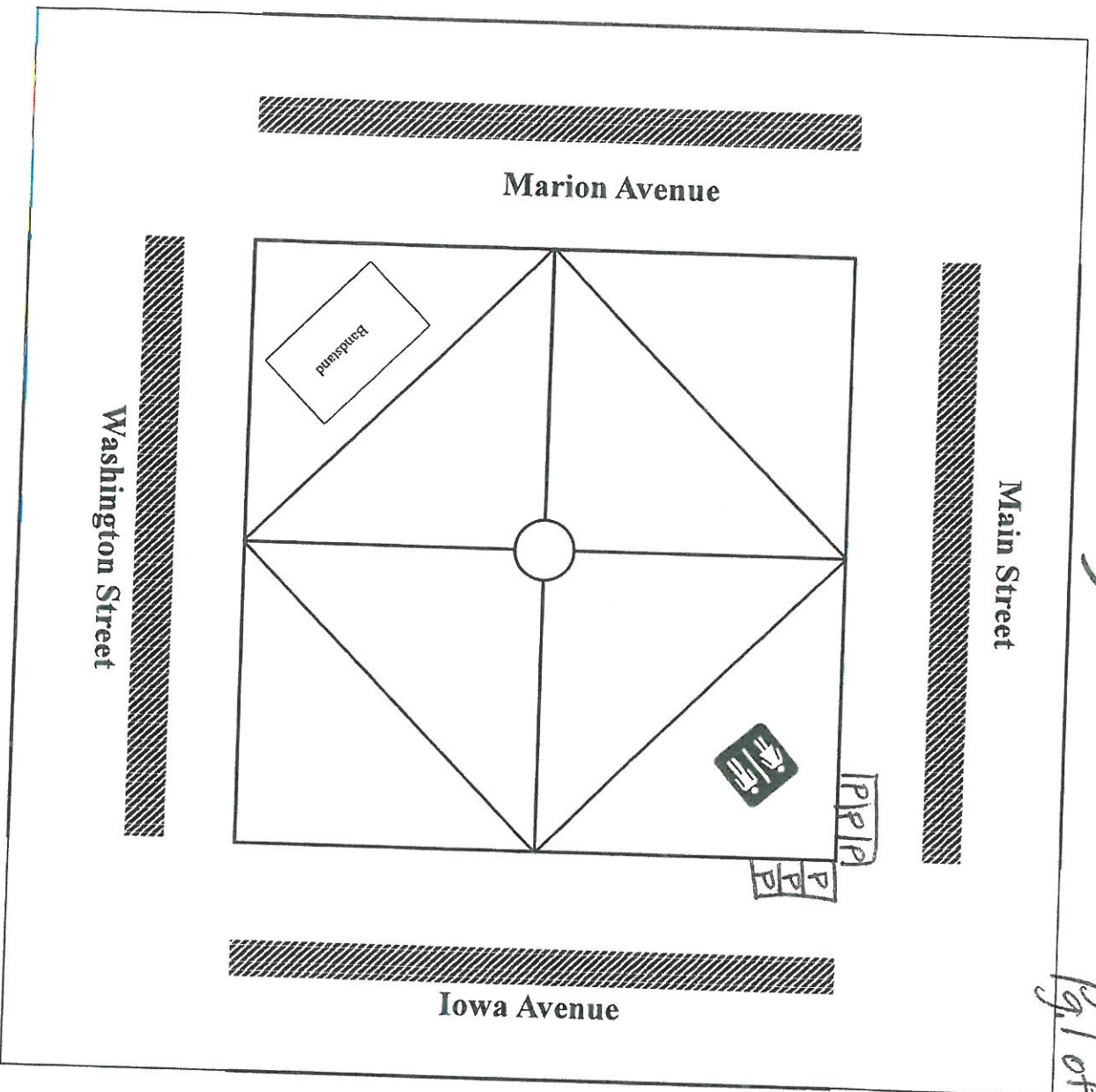
Antique tractors will park in inner lane parking spaces

Thursday June 5 - Agriculture Day
Jerome Vittetoe

- 9-3pm Farm Safety Day - Fairgrounds
- 9-5pm History of 4H & FFA
- 9am Washington Public Library
- Modern Ag Displays
- Around the Square
- 3-5pm Little Hands on the Farm
- Central Park
- 3-4pm Staging Antique Tractors - Fairgrounds
- 4pm Kid's Pedal Tractor Pull - Central Park
- 4-6pm 175 Antique Tractor Parade - Fairgrounds, past Halcyon House & U.P. Home to the Square
- 5pm Commodity Food Booths - Central Park
- 5pm Beef, Pork & Turkey producers
- 5pm Farmers Market - Central Park
- 6pm 175 Tree Giveaway - Central Park
- 6:30pm Sponsor: Washington Tree Comm.
- 8pm Square Dancers - Central Park Bandstand
- Washington Municipal Band
- Central Park Bandstand

Day 6 - June 6 - Family Health + Fitness - Erin Rugg

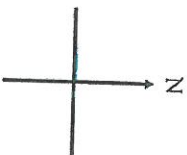
pg. 1 of 2



KEY:



Inner Lane Parking Spaces



All activities at Sunset Park, HS Baseball Field, Fairgrounds

Friday, June 6 - Health & Fitness Day - Erin Rugg

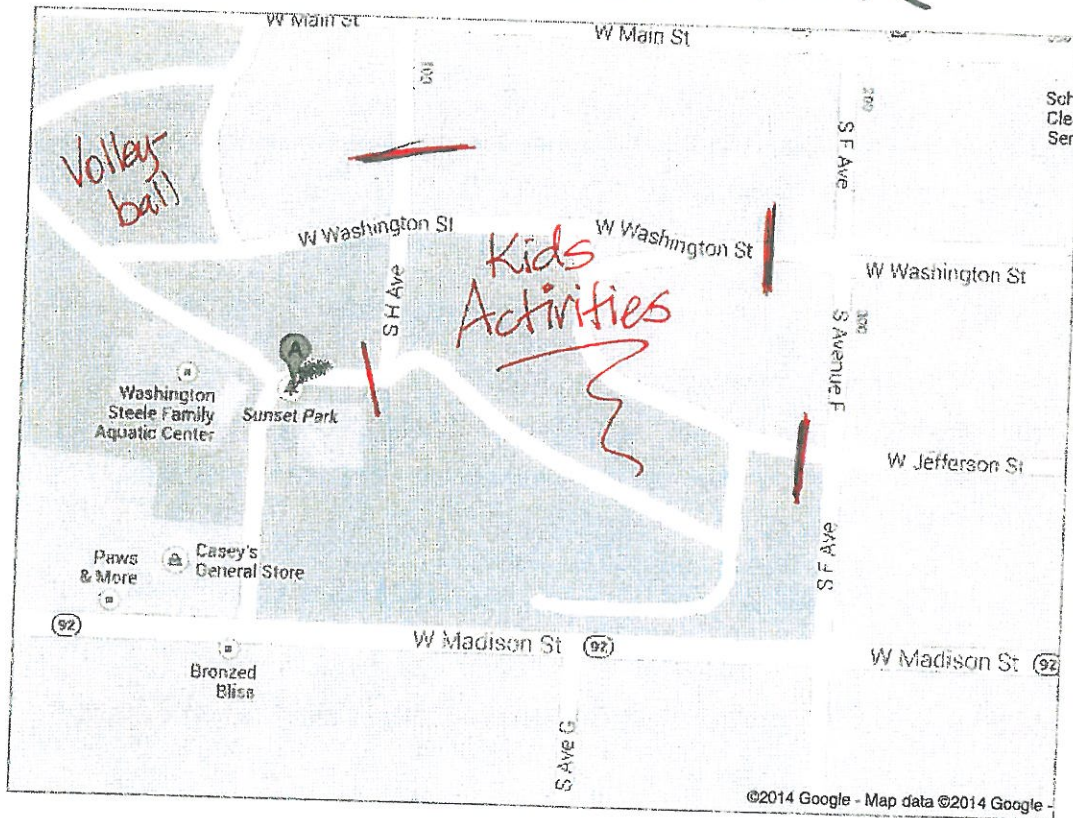
- 10-1pm Family Fun Games - in Sunset Park
Bouncy house, 3 legged races, croquet, bag toss, hop-scotch, badminton, frisbee golf, sand volleyball
- 12-1pm Family Picnic - Sunset Park
- 1-5pm FREE Swim - Steele Family Aquatic Center
- 5:30pm Throwback Baseball Game
Demon Varsity Baseball Vs Keokuk
Dick Sojka Memorial Field
- 8:15pm SE Iowa Symphony Orchestra
- 9:30pm Washington Co Fairgrounds
Fireworks - Fairgrounds

Google

sunset park, washington, ia

A. **Sunset Park**
Washington, IA
4.2 ★★★★★ 5 reviews

Sunset Park

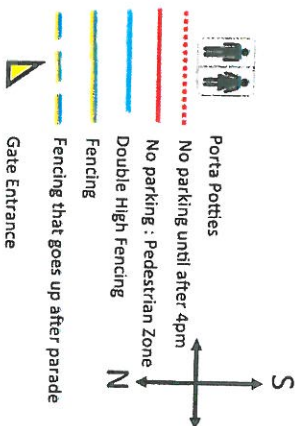


Day 6 - June 6 - Family Health + Fitness
Erin Rugg Pg. 2

- * close roads entering park 10a-1pm
- * reserve all covered areas (shelters)
- * extra trash pick up
- * extra trash cans
- * open bathrooms
- * extra bathroom service
- * snow fence on W Madison (?)

Reserve Large Pavilion north of log cabin for Steel Drum Band

JUNE 7, 2014





Parade Route

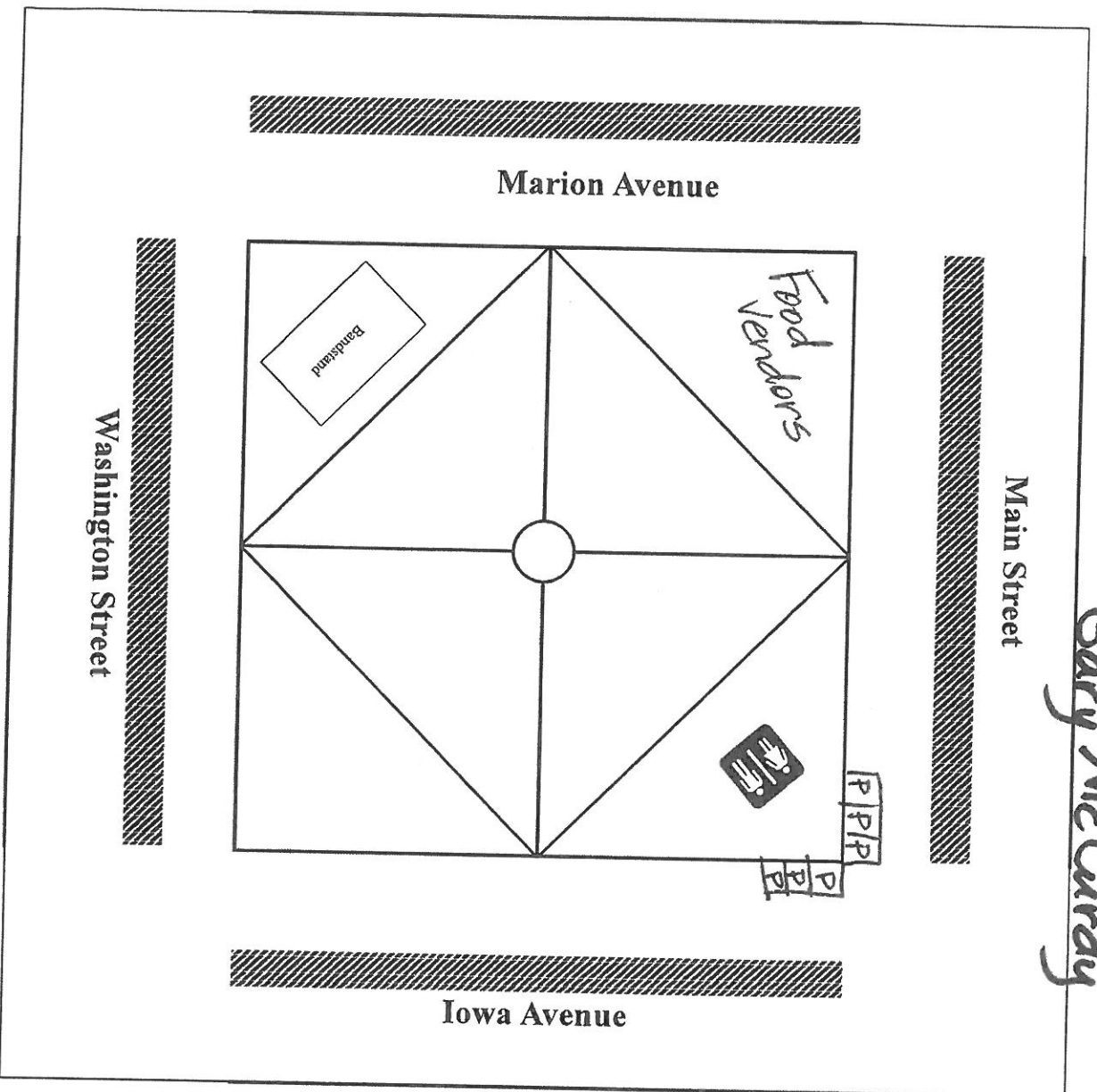
- * Parade Entry Registration
- Parade Line Up (parking reserved 12pm-2pm)
- Parade Route
- Reserved Parking (12pm-2pm)

Events

Saturday June 7 - Ridiculous Day
Michelle Redlinger, Dani Kane

- 8am Ridiculous Citywide Retail Sales
- 8am Breakfast in Central Park
- 8am Kewash Trail Half Marathon
- 8:30am Register at the Washington Y
- 8:30am Princess/Superhero Contest
- 9am Registration
- 9am Princess/Superhero
- 10-1pm Central Park Bandstand
- 10-1pm Family Friendly Games
- Central Park Bandstand
- Free activity with small prizes
- 10am Bike Auction
- Sponsor: Washington Optimists
- Central Park
- 11:30 Food Court Opens - Marion Avenue
- 11:30 DUCKS in the Fountain
- 11:30 Register for Minute-to-Win-It
- 12pm Minute-To-Win-It - Bandstand
- 12:30pm Bike Decorating - Central Park
- 1pm Parade Line Up - Washington Blvd
- 2pm Ridiculous Day Parade
- (See parade route map)
- TBA Historic Graham Opera House and the Brintons - State Theater
- 3-5pm Bill Riley Talent Show
- Central Park Bandstand
- 4pm Parade Winners Announced
- 5pm Beverage Tents Open - Behind Bandstand
- 5-6pm Big Band Theory - Bandstand
- 6-7pm John Kessell & Friends - Bandstand
- 6-8pm Alumni Football Game - Case Field
- Washington vs. Mt Pleasant
- 7-8pm Starbolt - Bandstand
- 8:15pm Midnight Special - Main Stage
- Corner Marion & Washington St
- 10:30pm Rubix Kube - Main Stage

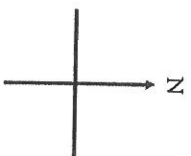
Day 8 - June 8 - Living The Dream Gary McCurdy



KEY:



Inner Lane Parking Spaces



Sunday, June 8 - Living the Dream - Gary McCurdy

10:30am Ecumenical Church Service - Central Park

- Noon Presbyterian Praise Band - Bandstand
- 1pm United Meth Praise Band - Bandstand
- 2pm Alumni Concert Band - Bandstand
- 3pm Alumni Jazz Band - Bandstand
- 4pm Alumni Reception - Central Park
- 5pm Closing Ceremony - Central Park Bandstand

*Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Craig Arbuckle, City Attorney*



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

Memorandum

April 30, 2014

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

From: Brent Hinson
City Administrator

Re: Auditorium Committee Funding Request

As the Council will recall, you acted on a funding request in the amount of \$15,000 back in December for the auditorium project. The amount requested from the City was based on past grant applications that had been funded by the Vision Iowa Board for similar projects.

However, the Vision Iowa Board has now thrown us a curveball. When the auditorium group gave their presentation, it was well-received, but with the exception of two items, both of which involve the City of Washington. First, the Vision Iowa Board felt that it was important that the City and the School District enter into a 28E intergovernmental agreement regarding the operations of the facility; and second, the Vision Iowa Board wants the City's contribution to be \$50,000 rather than \$15,000. Based on past precedents, I don't believe the auditorium group had any reason to anticipate these demands to secure the grant funding, but the Vision Iowa Board often responds on a very individualized basis to grant applications and makes additional demands designed to test overall support for the project and community "buy in".

Based on consultation with the School District and including their bond counsel and our City Attorney, we incorporated both of the requests into a proposed 28E agreement that will be on the May 6 agenda for consideration. The Vision Iowa Board believes the agreement (see attached) is necessary to demonstrate that the auditorium is intended to be a community facility rather than just a school facility. On an operating basis, the City would not have any financial responsibility for the facility, but we would have some say in scheduling. I'm disappointed in the Vision Iowa Board's request for additional funding given the \$15,000 you folks already committed, but the additional amount is vital to securing the grant, which could be up to \$1,400,000. In light of the community's overwhelming (69%) support for the bond referendum on April 1, it is hard to see the community as a whole being offended by a larger City contribution to secure the last major piece of funding for the project.

WASHINGTON AUDITORIUM SHARED USE AGREEMENT

This Agreement is entered into between the Washington Community School District, hereinafter the “District” and the City of Washington, hereinafter the “City,” and

Whereas, the District is an Iowa school corporation and a “public agency” as defined in Chapter 28E of the Iowa Code, and

Whereas, the City is an Iowa municipal corporation and a “public agency” as defined in Chapter 28E of the Iowa Code, and

Whereas, per Iowa Code Chapter 28E and specifically section 28E.4 public agencies can enter into agreements for joint and cooperative action, and

Whereas, the District owns the land upon which the Washington Auditorium, hereinafter, the “Auditorium,” will be built and will be the sole Owner of the Auditorium, and

Whereas, the District and the City are willing to enter into this Shared Use Agreement in order to make the Auditorium available to citizens and groups for community and regional purposes to benefit the City, County and region, in addition to the Auditorium serving school purposes, and

Whereas, the District and the City believe that this Shared Use Agreement will be to their mutual advantage.

NOW THEREFORE BE IT AGREED:

1. Purpose. The purpose of this Agreement is to outline the partial funding of the Auditorium by the City and the future use of the Auditorium by City groups and citizens of the City of Washington.
2. Consideration. The mutual consideration for this Agreement is the execution of this Agreement among the parties.
3. No separate legal entity. No separate legal entity is created by this Agreement. The Board of Directors of the Washington Community School District and the City Council of the City of Washington will each administer its own duties and responsibilities that arise from this Agreement.
4. Permit to Use: The District shall permit the City and those persons and groups

applying for use through it to share use of the Auditorium provided that such use is in strict compliance with this Agreement. The District shall at all times maintain ownership of the Auditorium building and fixtures.

5. Operating Relationship. In operating the Auditorium, the following guidelines shall apply and govern its operation:

- A. The Parties recognize the need to serve District programming and entities seeking use through the City shall also be considered in scheduling decisions.
- B. The Parties recognize the need for the District to have specific use priority for traditional school uses complimenting its educational mission.
- C. A Committee consisting of a designated representative from the District and a designated representative from the City and a third Party to be mutually agreed and designated by the Parties shall be the final arbiter of conflicting use requests.
- D. The District's designee will serve as site manager for all non-conflicting use and operational decisions.
- E. The City will strive to submit use requests as early as possible and a minimum of one month in advance absent mutual agreement to the contrary.

6. Construction and Operating Costs. The District will construct and own the Auditorium. The City will contribute Fifty Thousand Dollars (\$50,000) to the District to support construction of the Auditorium. City shall pay its contribution in equal installments over a period of five (5) fiscal years, with the first installment of Ten Thousand Dollars (\$10,000) being paid by July 31, 2014, and future installments to be paid by July 31 of each successive year until the promised contribution is fulfilled. The District will thereafter operate, maintain and insure the Auditorium at its expense. Use of the facility thereafter by the City and groups requesting use through it will require compliance with District use and insurance regulations. There shall be no charge for City sponsored events at the Auditorium. Such regulations shall be made available to the City and as they may be amended from time to time.

7. Duration. This Agreement shall be in effect for ten (10) years. This Agreement will be automatically renewed thereafter for one additional ten (10) year period unless sixty (60) days prior to the tenth anniversary written notice to terminate is given by either Party.

8. Entire Agreement. This Agreement constitutes the entire understanding between the Parties and can only be changed through a written amendment signed by both Parties.

9. Non-assignment. Neither Party may assign its rights under this Agreement without the written consent of the other.

10. Severability. If any provision of this Agreement is declared void by a Court or Agency of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect.

11. The Parties shall not use, or permit the use of, the Auditorium for any purpose which would adversely affect the value or character of the Auditorium or cause the Auditorium to lose exempt status for tax purposes. Neither Party shall, at any time or times during the agreement, conduct or permit any activities, program, or practices on the premises which shall violate any federal or state constitutional, regulatory or statutory provisions, or which would change, jeopardize, or prevent or which would cause any Bonds, Notes, or other evidence of indebtedness issued by the District to construct, repair, maintain, extend, improve, furnish, or equip the Auditorium to: (i) not be a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended; or (ii) cause the interest payable on the Bonds, Notes or other evidence of indebtedness to be includable in the gross income of the holder for federal income tax purposes.

12. All notices which the parties are authorized or required to give pursuant to this Agreement shall be mailed to the individuals and at the addresses identified below:

To the Washington Community School District:

Superintendent of Schools
Washington Community School District
404 West Main Street
Washington, IA 52353
(319) 653-6543

To the City of Washington:

City Administrator
City of Washington
215 E. Washington St.
Washington, IA 52353
(319) 653-6584

13. The terms of this Agreement may be changed at any time by mutual written agreement of the parties.

14. Filing. The Secretary of the Board of Directors shall file this Agreement with the Iowa Secretary of State as required by law.

The Parties' authorized representatives sign below to signify their agreement on the dates noted.

Washington Community School District

Board President

Date

Board Secretary

Date

State of Iowa)
) ss:
County of Washington)

On this ____ day of _____, 2014, before me, the undersigned, a Notary Public in the State of Iowa, personally appeared the School Board President and Board Secretary, to me personally known, and who, being by me duly sworn did state that they are the Board President and Board Secretary, respectively, of the Washington Community School District, a School Corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation; that the instrument was signed on behalf of the Washington Community School District, by authority and resolution of its Board of Education on the ____ day of _____, 2014, and that Board President and Board Secretary acknowledged the execution of the instrument to be the voluntary act and deed of the Washington Community School District, by it and by them voluntarily executed.

Notary Public in the State of Iowa

City of Washington

Mayor

Date

Attest:

City Clerk

Date

State of Iowa)
) ss:
County of Washington)

On this ____ day of _____, 2014, before me, the undersigned, a Notary Public in the State of Iowa, personally appeared Mayor and City Clerk, to me personally known, and who, being by me duly sworn did state that they are the Mayor and City Clerk, respectively, of City of Washington, Iowa, a Municipal Corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation; that the instrument was signed on behalf of the City of Washington, Iowa, by authority and resolution of its City Council on the ____ day of _____, 2014, and that Mayor and City Clerk acknowledged the execution of the instrument to be the voluntary act and deed of City of Washington, Iowa, by it and by them voluntarily executed.

Notary Public in the State of Iowa

Aug-13

Form 653.C1

**NOTICE OF PUBLIC HEARING
AMENDMENT OF CURRENT CITY BUDGET**

The City Council of Washington in WASHINGTON County, Iowa
will meet at City Council Chambers, Former Public Library, 120 E. Main
at 6:00 PM on 5/20/14
(hour) (Date)

, for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2014
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	3,314,952	0	3,314,952
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	3,314,952	0	3,314,952
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	158,431	0	158,431
Other City Taxes	6	739,127	0	739,127
Licenses & Permits	7	118,600	0	118,600
Use of Money and Property	8	137,572	0	137,572
Intergovernmental	9	5,002,421	295,792	5,298,213
Charges for Services	10	4,571,950	0	4,571,950
Special Assessments	11	13,000	0	13,000
Miscellaneous	12	12,600	29,013	41,613
Other Financing Sources	13	4,966,664	803,983	5,770,647
Total Revenues and Other Sources	14	19,035,317	1,128,788	20,164,105
Expenditures & Other Financing Uses				
Public Safety	15	1,728,947	0	1,728,947
Public Works	16	1,718,590	0	1,718,590
Health and Social Services	17	0	0	0
Culture and Recreation	18	925,458	53,650	979,108
Community and Economic Development	19	27,722	69,000	96,722
General Government	20	752,410	84,873	837,283
Debt Service	21	902,836	0	902,836
Capital Projects	22	5,088,570	893,092	5,981,662
Total Government Activities Expenditures	23	11,144,533	1,100,615	12,245,148
Business Type / Enterprises	24	5,095,520	229,000	5,324,520
Total Gov Activities & Business Expenditures	25	16,240,053	1,329,615	17,569,668
Transfers Out	26	4,716,664	363,459	5,080,123
Total Expenditures/Transfers Out	27	20,956,717	1,693,074	22,649,791
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	28	-1,921,400	-564,287	-2,485,687
	29			
Beginning Fund Balance July 1	30	6,006,425	0	6,006,425
Ending Fund Balance June 30	31	4,085,025	-564,287	3,520,739

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Underbudgeted general insurance, utilities and telecommunications, fiscal year carry over of several capital projects and amendment for new garbage contract.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

City Clerk/ Finance Officer Name

Previously Approved Projects/Purchases

Offsetting RV	RV Source	Other Notes
GF 001- Park Improvments- Tennis court	53,650.00 Donations/Contributions	From Park Gift and Riverboat Foundation
Park Gift Transfer to General Fund	0.00 N/A	Park Gift
GF 001- Mini Bus	36,000.00 LOST Revenue	-25% of LOST Revenue
LOST Fund to General Fund	0.00 LOST Revenue	Extra LOST to Mini-bus
GF 001- Outside Contributions	3,797.00 Insurance Reimburs	- Payment to 175th \$15,000, Welcome Sign 3,797
GF 001- General Insurance	23,875.62 WWTP	-increase in general insurance due to new plant
Sewer Fund transfer to General fund	0.00 N/A	
Fund 145 - Dangerous Buildings/Housing Rehab	69,000.00 CDBG Grant/LMI TIF/GF	- \$29,419 CDBG Grant/ Transfers from LMI TIF and GF
LMI TIF transfer to Dangerous Buildings	0.00 N/A	
General Fund transfer to Dangerous Buildings	0.00 N/A	
Capital Equipment	94,685.00 Police For. Fund/Loan	- Police Tahoes/TAC 10(57628), Police Forfeiture fund (4057)/Tahoe loan (33000)
Police Forfeiture fund transfer to General Fund	0.00	
Capital Proj - West Side Interceptor	161,343.00 SRF Loan and CDBG	- Carryover into FY from FY13(\$35,373 CDBG, \$125,970 SRF)
Capital Proj - Municipal Building Renovation	28,750.00 Riverboat	- Overlap
Riverboat transfer to Capital Proj	0.00 N/A	
Capital Proj - South Iowa Overlay	300,000.00 State Grant/Riverboat	- Carryover into FY from FY13
Riverboat transfer to Capital Proj	0.00 N/A	
Fund 303 -WWTP Capital Proj	223,926.00 SRF Loan	- Carryover into FY from FY13
Fund 603 -Water Capital Proj - South B Ave Water N	110,000.00 Water Revenues	- Overlap
Water fund transfer to General Fund	0.00 N/A	
Fund 613- Sewer Capital Proj	0.00 N/A	
Sewer Fund transfer to Capital Proj	20,000.00 N/A	-Old Plant Demo - Prep for FY15 project
Fund 670 - Sanitation	74,000.00 N/A	-amend for new garbage contract
Sewer Fund transfer to General fund	1,880.50 N/A	
Water Fund transfer to General Fund	1,880.50 N/A	

Items Requiring Council Approval

GF 001- Telecommunications	3,200.00	- underestimate, new phone contract
GF 001- Utilities	3,000.00	- higher gas costs this winter
Fund 610 - Utilities	20,000.00	Underbudgeted due to new plant
Unemployment Self-Insurance	5,000.00	-amend for new self insurance estimates
Total	\$1,693,073.74	

Transfers (Included Above)

From	Out Amount	To
Park Gift	28,434.50	General Fund
WWTP	23,875.62	General Fund
LMI TIF	12,750.00	Housing Fund-145
General Fund	26,831.00	Housing Fund-145
Police Forfeiture	4,057.00	Capital Equipment
Riverboat Capital Proj	28,750.00	Capital Proj
Riverboat Capital Proj	69,000.00	Capital Proj
Water Fund	110,000.00	Water Cap Proj
Sewer Fund	20,000.00	Sewer Cap Proj
Water Fund	1,880.50	Unemployment Self Ins
Sewer Fund	1,880.50	Unemployment Self Ins
LOST Revenue	36,000.00	General Fund
	363,459.12	

*Brent Hinson, City Administrator
Sandra Johnson, Mayor
Illa Earnest, City Clerk
Kevin Olson, City Attorney*



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

Memorandum

May 2, 2014

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

From: Brent Hinson
City Administrator

Re: Municipal Building Study- Former Library Renovation Project

Based on the Council's decision at the April 22 meeting to proceed with "Option 1" from the Municipal Building Study, I have prepared some initial information for your review. First, I have taken a stab at a preliminary project construction schedule. We're somewhat limited at the pace we can proceed because much of the funding we'd need to use will be coming in over the next 2 years in our quarterly Riverboat Foundation payments. I have also provided a memo from Klingner & Associates giving a quick overview of what to expect during the construction period.

The key decision that would need to be made early on is how best to manage the project. I'd strongly encourage the Council to appoint a committee consisting of 1-2 members of the Council, the Mayor, some affected staff members, and some members of the general public to oversee the project. This committee would report back to the Council regularly, and all formal decisions such as architect selection, project design, and approval of payments would still run through the Council as a whole.

I have also provided a preliminary project budget. While this budget is based on numbers provided by Klingner & Associates, I added a sum of \$25,000 for furnishings, and additionally added a 10% contingency allowance. This raises the projected cost of the project to around \$1.6 million. We arrive at adequate funding for the project by a more or less 50/50 split between tax dollars and Riverboat Foundation dollars. Included in this is a \$700,000 G.O. Bond issue (the most we can do without a referendum), \$135,000 from the General Fund, \$632,000 from our quarterly Riverboat Foundation payments, and a competitive Riverboat Foundation application in the amount of \$150,000. Additionally, we would use quarterly Riverboat monies to make the first 2 payments on the \$700,000 G.O.

Bond (each annual payment on the debt is estimated at \$85,000 based on a 10-year borrowing). I have also included an updated five-year projection of the usage of quarterly Riverboat monies for your information.

Under this scenario, we would likely need to wait until 2016 or 2017 to begin work on renovating the existing Municipal Building for Police and Fire. That project would be anticipated to be funded by a voter-approved bond (probably upwards of \$2 million would be needed), a competitive Riverboat Foundation application, and possibly some quarterly Riverboat Foundation monies once we start to replenish that fund following the Former Library project.

Washington Former Public Library Renovation Preliminary Schedule
As of 5/2/14

April 22, 2014	<ul style="list-style-type: none"> • Council selection of preferred building option
May 6, 2014	<ul style="list-style-type: none"> • Council review & approval of preliminary budget and schedule
June-July 2014	<ul style="list-style-type: none"> • City Council determines whether project processes will be managed by the Council or a separate committee (with Council representative or representatives), as well as the desired composition of this committee if applicable • City Council confirms committee appointees if applicable
August-November 2014	<ul style="list-style-type: none"> • Council or committee site visits to other recent City Hall renovation projects in comparable communities
December 2014	<ul style="list-style-type: none"> • Council or committee determination of legal contract structure for project- should a Project Manager be retained? • Confirmation of decision by full Council if applicable
January-March 2015	<ul style="list-style-type: none"> • Project Manager and/or Architect selection process • Council confirms Project Manager and/or Architect selection/contracts • Council includes project in FY16 annual budget
April-October 2015	<ul style="list-style-type: none"> • Council/committee meets with architect • Architect utilizes Municipal Building Study to develop more detailed schematic designs for the project and more closely estimates project costs • Council/committee agrees on main project features & budget • Presentation to City Council for approval
October 2015	<ul style="list-style-type: none"> • Competitive Riverboat grant application submitted • Initiate proceedings for \$700,000 GO Bond
November 2015- February 2016	<ul style="list-style-type: none"> • Architect prepares detailed plans, specifications and final cost estimates • Council approves contract procedure
March 2016	<ul style="list-style-type: none"> • Bid out project, receive and consider bids
May 2016	<ul style="list-style-type: none"> • Construction begins
May 2017	<ul style="list-style-type: none"> • Construction completed

May 2, 2014

Mr. Brent Hinson
City of Washington
215 E. Washington Street
Washington, IA 52653

RE: Construction Timeline and Staging

Dear Mr. Brent Hinson:

Per your request, we are providing you an opinion of construction timeline for the renovation of the former Library for City Hall and a suggestion for construction staging. It should be noted that the timeline is highly dependent upon the contractor that is hired and their ability to manage the project efficiently.

It is suggested in this timeline that the property to be used for the future parking lot be demolished and the lot be leveled and used as a staging area. The parking lot would be completed when the staging area is no longer needed.

Hiring Contractor – 7 weeks total

1. Drawings sent out to bid – 3 weeks
2. Review of bids and contract finalization – 2 weeks
3. Mobilization of Contractor – 2 weeks

Creating Staging Area (Future Parking Lot) – 4 weeks total

1. Notification to DNR (if Asbestos is present) 10 working days
2. Demo and preparation of site – 2 weeks

Renovation of Building and Parking Lot – 8 to 12 months

(Includes rebuilding damaged roof, all new heating and cooling systems, adding bathrooms, and all new electrical.)

The total estimated construction timeline for renovation of the library is 11 to 15 months starting from the time the architect sends the drawings out to bid. The duration will be closer to 11 months if long lead time items are not specified, the project is well organized, and the weather cooperates. The duration will be closer to the 15 months if long lead time items are specified, planned asbestos remediation is required

Mr. Brent Hinson
5/2/2014
Page 2

in the library or the demolished property, weather does not cooperate (during roofing or parking construction) or if the contractor is less organized.

As always, if you have any questions please do not hesitate to contact us.

Sincerely,

KLINGNER & ASSOCIATES, PC



Cindy Larson, Architectural Designer

CLL/sjb/P:\06516 Washington, City of\002_132034 City Hall Study\02 Corres\Lets\2014-05-02 BH Construction Timeline.docx

City of Washington
Former Library Renovation
Budget as of 5/2/14 (Construction in FY2016 thru FY2017)

Estimated Project Costs

Shell Improvements	\$150,029.00
Interiors	\$212,468.00
Services	\$530,972.00
Furnishings	\$25,000.00
Demolition	\$50,223.00
Properties & Sitework	\$212,304.00
Contingency (10%)	\$118,099.60
Professional Fees	\$313,900.00
Estimated Costs	\$1,612,995.60

Estimated Funding

GO Bond	\$700,000.00
Riverboat Funds- Programmed	\$400,000.00
General Fund Contribution	\$135,000.00
Draw Down RFCP Fund Bal- 2016	\$182,000.00
Competitive Riverboat Appl.	\$150,000.00
Reorganize CIP Street Projects	\$50,000.00
Estimated Funding	\$1,617,000.00
Funding Surplus/(Deficit)	\$4,004.40

PROPOSAL FOR SERVICES

TO: City of Washington
ATTN: Mr. Brent Hinson
215 East Washington Street
Washington, IA 52353

PROJECT NAME: City of Washington - WWTP – Asbestos Survey

DATE: April 10, 2014

PROJECT DESCRIPTION: Your project consists of providing an asbestos survey at the former Waste Water Treatment Plant building complex located in Washington, Iowa.

The undersigned Client and Shive-Hattery, Inc. (S-H) agree as follows:

SCOPE OF SERVICES: S-H will provide the following services:

1. Perform an asbestos survey on the former Waste Water Treatment Plant building identified as located in Washington, Iowa.
2. Provide a cost opinion for abatement, based on the survey report results and identified quantities.
3. Provide a report documenting the findings of the results and provide recommendations if necessary.

CLIENT RESPONSIBILITIES: It will be your responsibility to provide the following:

1. Legal, accounting and insurance counseling services that may be necessary.
2. Provide access to all necessary areas of the building to be tested.

SCHEDULE: We will begin our services based on your verbal authorization to proceed. This proposal must be executed by you and returned to us before any of our work product will be released. The services will be completed four weeks after we receive the executed Agreement.

COMPENSATION: The Scope of Services will be provided on an hourly rate basis at our Standard Hourly Fee Schedule in effect at the time that the services are performed. We anticipate the total fee to be approximately \$3,750 assuming 100 samples are taken for suspect asbestos materials. The following are the rates for staff anticipated for your project as well as rates for anticipated expenses.

Professional Staff:	
Grade 2	\$ 93.00/hour
Grade 3	\$105.00/hour
Technical Staff	
Grade 4	\$ 92.00/hour
Expenses:	
Mileage	\$ 0.56/mile
Asbestos Samples	\$ 20.00/each

The terms of this proposal are valid for 30 days from the date of this proposal.



ADDITIONAL SERVICES: You may wish to include the following services in your project, but they are not currently in our scope of services. We would be happy to provide these services if you desire.

1. Asbestos abatement bidding documents.
2. Asbestos abatement CA/CO services.

AGREEMENT: This proposal shall become the Agreement for Services when signed and dated by both parties. **THE ATTACHED STANDARD TERMS AND CONDITIONS ARE MADE A PART OF THIS PROPOSAL AND AGREEMENT FOR SERVICES AND MUST BE RETURNED WITH A SIGNATURE OF ACCEPTANCE.** Please return a signed copy to us.

ACKNOWLEDGEMENT OF OFFER AND ACCEPTANCE:

Proposal accepted and work is authorized to proceed:

Offer by:

CITY OF WASHINGTON

SHIVE-HATTERY, INC.

BY: _____



TITLE: _____

Chad G. Siems, CMC, CIEC
Project Manager

DATE ACCEPTED: _____

CGS/mas

Enc.: Standard Terms and Conditions

Copy: Robbie Baker, Fox Engineering
Kevin Trom, S-H

NOTICE OF HEARING AND LETTING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS,
PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION
OF SOUTH 12th STREET/ EAST TYLER STREET RECONSTRUCTION 2014 FOR THE CITY OF
WASHINGTON, IOWA, AND THE TAKING OF BIDS THEREFOR

Notice is hereby given that the City Council of Washington, Iowa will meet in the Council Chambers at the old Public Library, 120 East Main Street, Washington, Iowa, at 6:00 P.M. on the 17th day of June, 2014, at which time a hearing will be held and said Council proposes to adopt plans, specifications, form of contract and estimate of cost for the construction of South 12th Street/ East Tyler Street Reconstruction 2014 and work incidental thereto for said City.

Sealed proposals will be received by the City Clerk of the City of Washington, Iowa, at City Hall, 215 East Washington Street, Washington, Iowa, until 2:00 P.M. on the 12th day of June, 2014, for the construction of South 12th Street/ East Tyler Street Reconstruction 2014. Proposals will be opened and the amount of the bids announced by the City Clerk at the time and date specified above. Proposals will be acted upon by said City at the June 17th City Council Meeting or at such later time and place as then may be fixed.

The nature and extent of the improvements are as follows:

SOUTH 12th STREET/ EAST TYLER STREET RECONSTRUCTION 2014

Provide all labor, equipment and materials necessary to construct approximately 1,600 feet of 7" PCC pavement, 31ft wide, urban section on 4" granular base. Construction includes 264 LF of RCP storm sewer with ten 12 Intakes, subdrains, and approximately 1,600 LF of sidewalk. Work includes subgrade preparation, intakes, manholes, storm sewer, subdrains, excavation, construction staking, paving, surface restoration, and miscellaneous associated work, including cleanup.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of Washington, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

Notice of Hearing and Letting

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for receiving bids. All proposals shall be made on official bidding blanks furnished by the City, and any alternations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF WASHINGTON, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

By virtue of statutory authority, preference will be given to projects and provisions grown, and coal produced within the State of Iowa, and preference will be given to Iowa domestic labor in the construction of the improvements.

The award of contract will be made to the lowest responsible bidder submitting the lowest responsive bid, which shall be determined without regard to state or local law whereby preference is given on factors other than the amount of the bid.

The City Council reserves the right to reject any and all bids, to waive informalities and technicalities and to enter into such contract as it shall deem for the best interest of the City. The City reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) from the date of receiving bids.

Notice of Hearing and Letting

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period as required by the specifications after its completion and acceptance by the City Council.

The work under the contract shall commence within ten (10) days after date set forth in written Notice to Proceed and shall be completed by September 30, 2014.

Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds, and/or from cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be based on monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed including materials and equipment delivered to the job during the preceding calendar month, and will be based upon an estimate prepared by the Contractor on the first day of the month, subject to the approval of the Engineer.

At least ten (10) days before each progress payment falls due (but not more often than once a month), the Contractor will submit to the Engineer a partial payment estimate filled out and signed by the Contractor covering the work performed during the period covered by the partial payment estimate and supported by such data as the Engineer may reasonably require. If payment is requested on the basis of materials and equipment not incorporated in the work but delivered and suitably stored at or near the site, the partial payment

Notice of Hearing and Letting

estimate shall also be accompanied by such supporting data, satisfactory to the Owner, as will establish the Owner's title to the material and equipment and protect his interest therein, including applicable insurance. The Engineer will, within fifteen (15) days after receipt of each partial payment estimate, either indicate in writing his approval of payment and present the partial payment estimate to the Owner, or return the partial payment estimate to the Contractor indicating in writing his reasons for refusing to approve payment. In the latter case, the Contractor may make the necessary corrections and resubmit the partial payment estimate. The Owner will, within thirty (30) days of presentation to him of an approved partial payment estimate, pay the Contractor a progress payment on the basis of the approved partial payment estimate. The Owner shall retain five (5) percent of the amount of each payment until final completion and acceptance of all work covered by the contract documents.

The request for payment may also include an allowance for the cost of such major materials and equipment which are suitably stored either at or near the site.

Prior to substantial completion, the Owner, with the approval of the Engineer and with the concurrence of the Contractor, may use any completed or substantially completed portions of the work. Such use shall not constitute an acceptance of such portions of the work.

The Owner shall have the right to enter the premises for the purpose of doing work not covered by the contract documents. This provision shall not be construed as relieving the Contractor of the sole responsibility for the care and protection of the work, or the restoration of any damaged work except such as may be caused by agents or employees of the Owner.

Upon completion and acceptance of the work, the Engineer shall issue a certificate that the work has been accepted by him under the conditions of the contract documents. Final payment will be made not less than thirty-one (31) days after completion of the work and acceptance by the City subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa.

The Contractor will indemnify and save the Owner or the Owner's agents harmless from all claims growing out of the lawful demands of subcontractors, laborers, workmen, mechanics, materialmen, and furnishers of machinery and parts thereof, equipment, tools, and all supplies, incurred in the furtherance of

Notice of Hearing and Letting

the performance of the work. The Contractor shall furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived. If the Contractor fails to do so the Owner may, after having notified the Contractor, either pay unpaid bills or withhold from the Contractor's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged whereupon payment to the Contractor shall be resumed, in accordance with the terms of the contract documents, but in no event shall the provisions of this sentence be construed to impose any obligations upon the Owner to either the Contractor, his Surety, or any third party. In paying any unpaid bills of the Contractor, any payment so made by the Owner shall be considered as a payment made under the contract documents by the Owner to the Contractor and the Owner shall not be liable to the Contractor for any such payments made in good faith.

The City will issue a sales tax exemption certificate applicable for all materials purchased for the project.

Plans and specifications governing the construction of the proposed improvements have been prepared by VEENSTRA & KIMM, INC. of Coralville, Iowa, which plans and specifications and the proceedings of the City Council referring to and defining said improvements are hereby made a part of this notice and the proposed contract by reference, and the proposed contract shall be executed to comply therewith.

Copies of said plans and specifications are now on file in the office of the City Clerk, for examination by bidders. Copies are available from TECHNIGRAPHICS, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240. Contact Jill Chambers at 319-354-5950 or email jchambers@techioda.com. A refundable deposit of \$30 is required. Please make checks to Veenstra & Kimm, Inc. Mail said deposit checks to Technigraphics, 415 Highland Avenue, Suite 100, Iowa City, Iowa 52240, Attn: Jill Chambers. Upon receiving deposit check, plans and specifications will be mailed out. When plans and specifications are returned in good condition within 14 days of the award date of the project, deposit checks will be returned.

This notice is given by order of the Council of the City of Washington, Iowa.

Notice of Hearing and Letting

CITY OF WASHINGTON, IOWA

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

RESOLUTION NO. _____

RESOLUTION DEDICATING A STREET

WHEREAS, the Washington Golf and Country Club, Inc. has deeded the City a portion of a heretofore private street named Country Club Road for purposes of providing public access to the Oakwood Village Subdivision; and

WHEREAS, the City Council wishes to formally dedicate the portion of this street within the city limits as a public street:

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

Section 1. The City Council directs that Country Club Road from South Iowa Avenue to the south city limits be designated a public street open for general traffic and use. This property shown on the attached acquisition exhibit and is legally described as:

Beginning at the Northeast Corner of the NW 1/4 of the NW 1/4 of Section 29, Township 75 North, Range 7 West of the 5th P.M., Washington County, Iowa; thence S01°51'49"E, 134.63 feet along the East line of said NW 1/4 of the NW 1/4; thence S88°08'11"W, 39.64 feet; thence N02°00'52"W, 134.98 feet to the North line of said NW 1/4 of the NW 1/4; thence N88°37'56"E, 40.00 feet along said North line to the Point of Beginning and containing 0.12 Acres.

AND

Beginning at the Southeast Corner of the SW 1/4 of the SW 1/4 of Section 20, Township 75 North, Range 7 West of the 5th P.M., Washington County, Iowa; thence N88°37'56"E, 488.78 feet along the South Line of the SE 1/4 of the SW 1/4 of said Section 20 to the Centerline of Washington County Highway W55, Iowa Avenue; thence N14°52'50"W, 41.14 feet along said Centerline; thence S88°37'56"W, 480.04 feet along the North line of Second Country Club Subdivision to a point on the West line of said SE 1/4 of the SW 1/4; thence S88°37'56"W, 39.57 feet along the North line of said Second Country Club Subdivision; thence S02°00'52"E, 40.00 feet along the West line of said Second Country Club Subdivision to a point on the South line of the SW 1/4 of the SW 1/4 of said Section 20; thence N88°37'56"E, 40.00 feet along said South line to the Point of Beginning and containing 0.48 Acres.

Section 2. That the Mayor and City Clerk be, and are hereby, authorized to execute an acceptance of dedication of property to the public, as shown on said acquisition exhibit.

PASSED AND APPROVED this 6th day of May, 2014.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

CERTIFICATE

I, the undersigned, as City Clerk of the City of Washington do hereby certify that the attached Resolution is a true and correct copy of the original Resolution adopted by the City Council of Washington, Iowa, and signed by the Mayor and City Clerk of the City of Washington, Iowa at a regular meeting of the City Council held at the Former Public Library, Washington, Iowa on the 6th day of May, 2014.

WITNESS MY HAND and seal of the City of Washington, Iowa on this 6th day of May, 2014.

Illa Earnest, City Clerk

ACQUISITION EXHIBIT

GRAPHICAL REPRESENTATION OF THE
ACQUISITION OF RIGHT OF WAY FOR COUNTRY CLUB ROAD
-NOT TO BE USED OR CONSIDERED TO BE A PLAT OF SURVEY-

LEGAL DESCRIPTION

Beginning at the Northeast Corner of the NW 1/4 of the NW 1/4 of Section 29, Township 75 North, Range 7 West of the 5th P.M., Washington County, Iowa; thence S01°51'45"E, 134.63 feet along the East line of said NW 1/4 of the NW 1/4; thence S88°08'11"W, 134.63 feet; thence N02°00'52"E, 134.63 feet to the North line to the NW 1/4; thence N88°37'56"E, 40.00 feet along said North line to the Point of Beginning and containing 0.12 Acres.

AND

Beginning at the Southeast Corner of the SW 1/4 of the SW 1/4 of Section 20, Township 75 North, Range 7 West of the 5th P.M., Washington County, Iowa; thence N88°37'56"E, 488.78 feet along the South line of said SW 1/4 of the SW 1/4 of said Section 20 to the Centerline of Washington County Highway W55, Iowa Avenue; thence N14°52'50"W, 41.14 feet along said Centerline; thence S88°37'56"W, 480.04 feet along the North line of said Section 20 Subdivision to the North line of said SE 1/4 of the SW 1/4; thence S88°37'56"W, 39.57 feet along the North line of said SE 1/4 of the SW 1/4 of said Section 20 Subdivision to a point on the South line of the SW 1/4 of the SW 1/4 of said Section 20; thence N88°37'56"E, 40.00 feet along said South line to the Point of Beginning and containing 0.46 Acres.

- PROPERTY LINES
- PARCEL BOUNDARY
- R.O.W. LINES
- EASEMENT LINES
- ROAD CENTERLINE

PROPRIETOR: WASHINGTON GOLF & COUNTRY CLUB

PREPARED FOR: CITY OF WASHINGTON, IOWA



DATE	BY	REVISIONS
10/1/2013	ADD	Added Acquisition to WTS coordinate and County Engineer
	DESIGNED	
	APPROVED	
	DATE	11-13-2012
	DESIGNED FOR	



VEENSTRA & KIMM, INC.

860 22nd Avenue • Suite 4 • Carroll, Iowa 52011-1508
319-466-1000 • 319-466-1008FAX • 888-241-6001(1-800-413)

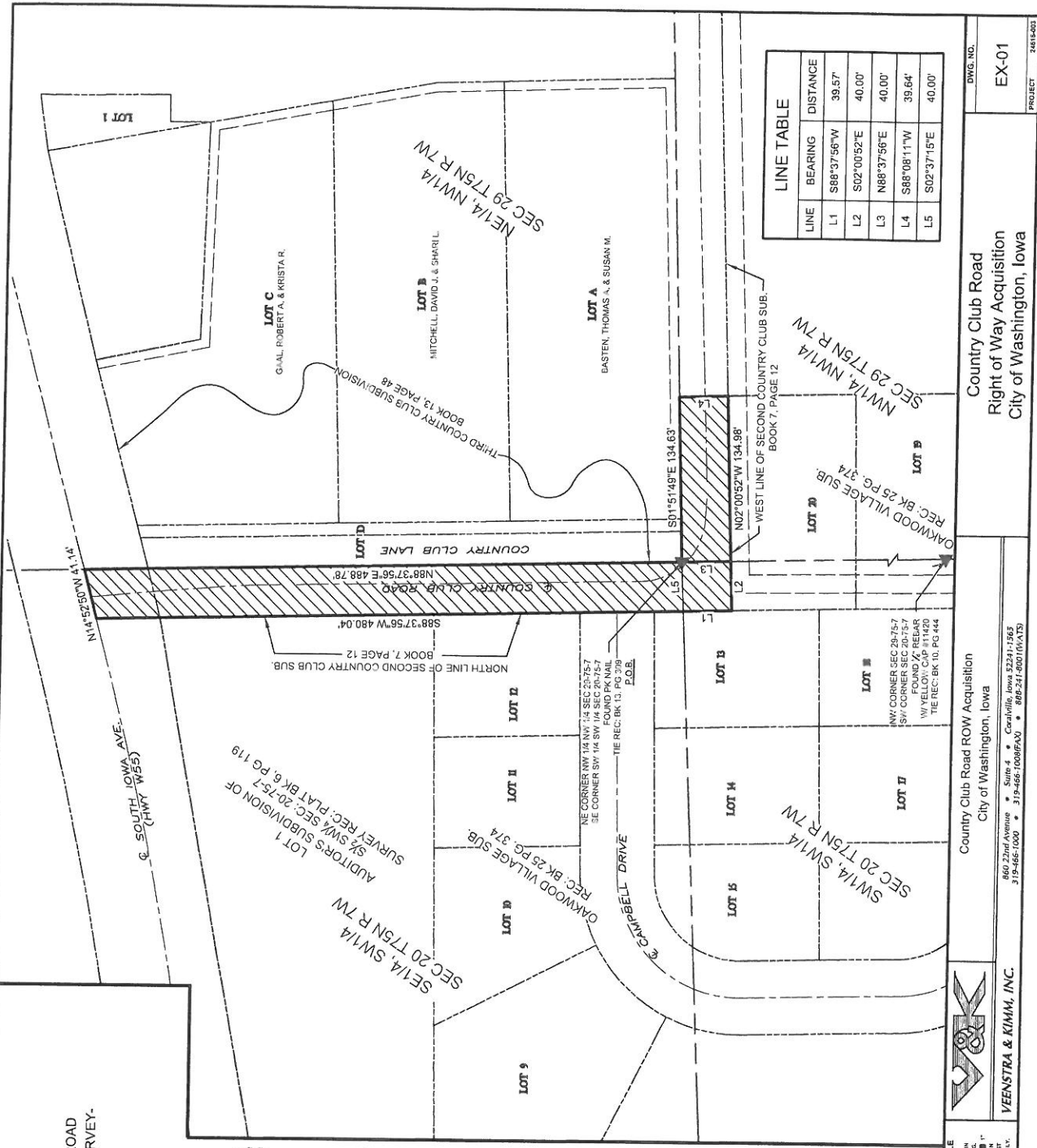
Country Club Road ROW Acquisition
City of Washington, Iowa

DWG. NO.

EX-01

PROJECT 24615-003

LINE	BEARING	DISTANCE
L1	S88°37'56"W	39.57'
L2	S02°00'52"E	40.00'
L3	N88°37'56"E	40.00'
L4	S88°08'11"W	39.64'
L5	S02°37'15"E	40.00'



RESOLUTION NO. 2014-_____

A RESOLUTION APPROVING SPECIFICATIONS, FORM OF CONTRACT,
COST ESTIMATE, AND SETTING DATES FOR A PUBLIC HEARING AND
RECEIPT OF BIDS FOR THE 2014 SEAL COAT PROJECT

WHEREAS, specifications, form of contract, and cost estimate have been prepared for the 2014 Seal Coat Project and are filed with the City Engineering Technician; and

WHEREAS, these specifications, form of contract, and cost estimate appear to be correct and suitable for the purpose intended;

WHEREAS, the 2014 Seal Coat Project is to be paid with Road Use Tax funds;

NOW, THEREFORE, be it resolved by the City Council of Washington, Iowa that:

Section 1. The above specifications, form of contract, and cost estimate referred to are approved.

Section 2. On May 20, 2014 at 6:00 p.m. in the City Council Chambers, Washington, Iowa, this Council shall hold a public hearing on the specifications, form of contract, and cost estimate for this proposed project.

Section 3. The City Clerk shall give notice of such public hearing by publication of a notice in the Washington Evening Journal not less than four (4) nor more than fourteen (14) days prior to the date set for the hearing. The notice shall be in the following form:

(NOTICE OF PUBLIC HEARING ATTACHED)

Section 4. Sealed proposals for the 2014 Seal Coat Project will be received at the office of the City Clerk, City Hall, Washington, Iowa until 9:00 a.m. on May 19, 2014. The City Clerk shall open the proposals received and announce the results at 9:05 a.m. on the same day.

Section 5. The City Clerk is directed to give notice of such reception of bids by publication of a notice in the Washington Evening Journal not less than seven (7) nor more than thirty (30) days prior to the date for reception of bids. The notice shall be in the following form:

(NOTICE TO BIDDERS ATTACHED)

Section 6: All resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed.

PASSED AND APPROVED this 6th day of May, 2014.

Sandra Johnson, Mayor

ATTEST

Illa Earnest, City Clerk

CITY OF WASHINGTON, IOWA

2014 SEALCOAT PROJECT

NOTICE TO BIDDERS

Notice is hereby given that there are on file in the Development Services office of the City of Washington, Iowa, proposed specifications, and form of contract for the public improvements hereinafter described for the 2014 Sealcoat Project.

Sealed proposals for the construction of the said improvements will be received at the office of the City Clerk for the City of Washington, Iowa until **9:00 A.M., May 19, 2014**. At 9:05 A.M. all sealed proposals will be publicly opened and read aloud.

The general description of the work involved is as follows:

2014 Sealcoat project is approximately of 36,915 SY of seal coat overlay and 2,865 SY of surface correction.

Bids will be received for work under one contract.

The City will be issuing a sales tax exemption certificate, so the cost of sales tax should not be included in the bid.

Each proposal shall be made on the proposal form prepared for this purpose, which may be obtained from Veenstra & Kimm, Inc. or on a form approved by Veenstra & Kimm, Inc. Each proposal shall be accompanied by a bid bond on the form included in the specifications or another approved form, or a cashier's check or certified check drawn on a bank or credit union in Iowa or a bank chartered under the laws of the United States, and filed in a sealed envelope separate from the one containing the proposal. The contractor's **bid bond**, cashier's or certified check shall be in an amount of **10%** of the bid price made payable to the Treasurer of the City of Washington, Iowa. The bid bond will act as security that, if awarded a contract by resolution of the Council, the Bidder will enter into a contract at the prices bid and furnish the required performance and payment bonds and certificate of insurance. The bid bond will be forfeited and the proceeds retained as liquidated damages if the bidder fails to execute a contract or file acceptable performance and payment bonds and an acceptable certificate of insurance within fifteen (15) days after the acceptance of his proposal by resolution of the council. No Bidder may withdraw a proposal within thirty (30) days after the date set for opening bids.

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

Payments will be made to the Contractor based on monthly estimates in amounts equal to ninety-five percent (95%) of the contract value of the work completed during the preceding month. Estimates will be prepared the last week of the month by the Contractor and approved by the City of Washington's Engineering Technician. The City of Washington's Engineering Technician will certify the approved estimate to the Council for payment on the next regularly scheduled Council meeting of the following month. Such payment will in no way be construed as an act of acceptance for any part of the work partially or totally, completed. The balance of the **five percent** due the Contractor will be paid not earlier than 31 days from the date of final acceptance of said work by the City, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payment will be due until the Contractor has certified to the City Clerk that the materials, labor, and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications. The Contractor may be required to submit lien waivers prior to

payment approval. The Contractor shall submit a **2-year maintenance bond** for the total amount of the project prior to final payment and acceptance of the project.

All work and equipment is to be in accordance with the specifications and form of contract now on file in the Development Services' office and by this reference made a part hereof as though fully set out and incorporated herein.

The work shall be completed by **August 1, 2014**.

Liquidated damages in the amount of two hundred fifty dollars (\$250.00) per calendar day will be assessed for each day the work shall remain uncompleted after the contract completion date, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor and approved by the City.

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

Specifications governing the construction of the proposed improvements have been prepared by Veenstra & Kimm, inc. for the City of Washington, Iowa. Said specifications and the proceedings of the City Council referring to and defining said improvements are hereby made a part of this notice, and the proposed contract by reference, and the proposed contract shall be executed in compliance therewith.

Said specifications and proposed contract documents are now on file in the Development Services' office at 215 East Washington Street, Washington, Iowa, for examination by bidders. Copies of specifications, form of proposal, and form of contract may be secured at the office of Veenstra & Kimm, Inc. by bona fide bidders.

The City reserves the right to reject any and all bids and to waive informalities and technicalities in any bid, and to enter into such contract, or contracts, as it shall deem for the best interest of the City.

The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of letting.

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

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE
OF THE CITY OF WASHINGTON, IOWA, BY
AMENDING CHAPTERS 15, 17, 18, 19, 27, 30, 35, 123, 125, 127 AND 151

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 Paragraphs.** Paragraph 15.02(1), "Chief Executive Officer"; Paragraph 15.02(6), "Negotiations"; Paragraph 15.02(8), "Professional Services"; and Paragraph 15.02(9), "Licenses and Permits" are hereby repealed.

SECTION 2. **Add Paragraph.** A new Paragraph 15.02(1) is adopted as follows:
"15.02(1) Chief Executive Officer. Act as chief executive officer of the City and presiding officer of the Council."

SECTION 3. **Add Paragraph.** A new Paragraph 15.02(6) is adopted as follows:
"15.02(6) Negotiations. When designated by the City Council, represent the City in negotiations properly entered into in accordance with law or ordinance. The Mayor shall not represent the City where this duty is specifically delegated to another officer by law, ordinance, or Council direction."

SECTION 4. **Add Paragraph.** A new Paragraph 15.02(8) is adopted as follows:
"15.02(8) Administer Oaths."

SECTION 5. **Renumber.** Paragraph 15.02(10), "Nuisances", is hereby renumbered as Paragraph 15.02(9) and Paragraph 15.02(11), "Absentee Officer", is hereby renumbered as Paragraph 15.02(10).

SECTION 6. **Delete Section.** Section 15.03, "Appointments", is hereby repealed.

SECTION 7. **Add Section.** A new Section 15.03 is adopted as follows:
"15.03 APPOINTMENTS. The Mayor shall appoint the Mayor Pro Tem and shall also appoint, subject to Council approval, the following officials:

1. Police Chief
2. Library Board of Trustees
3. Fire Chief
4. Assistant Fire Chiefs
5. Forestry Commission
6. Planning & Zoning Commission, resident members
7. Zoning Board of Adjustment, resident members
8. Airport Zoning Commission Members, resident members

9. Airport Commission
10. Airport Zoning Board of Adjustment, resident members
11. All other volunteer board and commission positions established by Ordinance or chairpersons of committees established by Resolution, unless otherwise specified.”

SECTION 8. **Delete Section.** Section 17.05, “Appointments”, is hereby repealed.

SECTION 9. **Add Section.** A new Section 17.05 is adopted as follows:

“17.05 APPOINTMENTS. The Council shall appoint the following officials and prescribe their powers, duties, compensation and term of office:

1. City Clerk
2. City Attorney
3. City Administrator”

SECTION 10. **Delete Section.** Section 18.01, “Appointments and Compensation”, is hereby repealed.

SECTION 11. **Add Section.** A new Section 18.01 is adopted as follows:

“18.01 APPOINTMENTS AND COMPENSATION. At its first meeting in January following the regular city election the Council shall appoint by majority vote a City Clerk to serve for a term of two (2) years under the general supervision of the City Administrator. The Clerk shall receive compensation as established by resolution of the Council.”

SECTION 12. **Add Section.** A new Section 18.15 is adopted as follows:

“18.15 ADMINISTER OATHS. The Clerk is to administer oaths when required by law or as directed.”

SECTION 13. **Re-Title Chapter.** Chapter 19 is re-titled as follows:

“CITY TREASURER”

SECTION 14. **Delete Section.** Section 19.01, “Appointment of City Treasurer”, is hereby repealed.

SECTION 15. **Add Section.** A new Section 19.01, is adopted as follows:

“19.01 APPOINTMENT OF CITY TREASURER. The City Administrator shall appoint, subject to Council approval, a City Treasurer to serve at the pleasure of the City Administrator.”

SECTION 16. **Delete Sections.** Sections 19.03, "Duties of City Treasurer"; Section 19.04, "Appointment of City Accountant"; and Section 19.05, "Duties of City Accountant", are hereby repealed.

SECTION 17. **Add Section.** A new Section 19.03 is adopted as follows:

"19.03 DUTIES OF CITY TREASURER. The duties of the Treasurer are as follows:

1. Custody of Funds. Be responsible for the safe custody of funds of the City in the manner provided by law.
2. Record of Funds. Keep the record of each fund separate.
3. Record Receipts. Keep an accurate record of all money or securities received on behalf of the City and specify the date, from whom, and for what purpose received.
4. Record Disbursements. Keep an accurate account of all disbursements, money or property, specifying date, to whom, and from what fund paid.
5. Special Assessments. Keep a separate account of all money received from special assessments.
6. Deposit Funds. Upon receipt of moneys belonging to the City, deposit the same in depositories selected by the Council.
7. Reconciliation. Reconcile depository statements with the City's books and certify monthly to the City Administrator, Mayor and City Council the balance of cash and investments of each fund and amounts received and disbursed.
8. Debt Service. Keep a register of all bonds outstanding and record all payments of interest and principal.
9. Other Duties. Perform such other duties as specified by the City Administrator."

SECTION 18. **Delete Paragraph and Renumber.** Paragraph 27.04(8) is hereby repealed, and current Paragraphs 27.04(9) through 27.04(19) renumbered as Paragraphs 27.04(8) through 27.04(18). Paragraph 27.04(20) is renumbered as 27.04(22).

SECTION 19. **Add Paragraphs.** New Paragraphs 27.04(19) through 27.04(21) are hereby adopted as follows:

"19. To supervise all departments of the City, give direction to the department heads concerning the functions of the departments, and have the power to examine all functions of municipal departments, their records and to call for special reports from department heads as deemed necessary from time to time;

20. Represent the City in all negotiations properly entered into in accordance with law or ordinance, unless the Council designates otherwise from time to time;

21. Upon order of the Council, secure for the City such specialized and professional services not already available to the City. In executing the order of the Council, the City Administrator shall act in accordance with the Code of Ordinances and the laws of the State;"

SECTION 20. **Add Section.** A new Section 27.05 is adopted as follows:

“27.05 APPOINTMENTS. The City Administrator shall appoint the following officials:

1. Treasurer, subject to Council approval
2. Building Official
3. Park Superintendent
4. Any other appointments not specifically given to another officer or body under this Code of Ordinances.”

SECTION 21. **Delete Section.** Section 30.06, “Peace Officers Appointed”, is hereby repealed.

SECTION 22. **Add Section.** A new Section 30.06 is adopted as follows:

“30.06 PEACE OFFICERS APPOINTED. The Mayor shall appoint the Police Chief, subject to the consent of the majority of the Council, to serve under the general supervision of the City Administrator. The Police Chief may be removed by the Mayor subject to the consent of the majority of the Council.”

SECTION 23. **Delete Section.** Section 35.02, “Organization”, is hereby repealed.

SECTION 24. **Add Section.** A new Section 35.02 is adopted as follows:

“35.02 ORGANIZATION. The department consists of a Fire Chief, a first assistant chief, a second assistant chief, and sufficient volunteer personnel, not to exceed thirty-four (34), including the Chief and assistant chiefs. The Mayor has power and authority to appoint or remove the Fire Chief or Assistant Chiefs, subject to the consent of the majority of the Council. The Fire Chief shall serve under the general supervision of the City Administrator. The department shall have power to make such additional rules and regulations for its government not inconsistent with this chapter. In the absence of the Chief, the first assistant chief shall perform the duties and have all the powers of the Chief; and in the absence of both the Chief and the first assistant chief, the second assistant chief shall perform the duties and have the powers of the Chief.”

SECTION 25. **Delete Sections.** Section 123.09, “Notice to Mayor and Public Utilities” and Section 123.10, “Mayor to Notify Engineer” are hereby repealed.

SECTION 26. **Add Section.** A new Section 123.09 is adopted as follows:

“123.09 NOTICE TO CLERK AND PUBLIC UTILITIES. Any person receiving a permit to move a building or structure shall, at least ten (10) hours before moving the same, notify the Clerk and the manager or superintendent of any public utility having wires or cables strung over the streets, avenues or alleys sought to be traversed, in

writing, setting forth the route over and upon which such building or structure is to pass. It is the duty of such companies, upon the receipt of such information, to send help and assistance to the house mover, at the time designated by the house mover in the notice, to care for and protect the wires, cables and appliances of the company or companies.”

SECTION 27. **Add Section.** A new Section 123.10 is adopted as follows:

“123.10 CITY CLERK TO NOTIFY CITY ENGINEER. When the notice for moving of a building is presented to the City Clerk, it is the City Clerk’s duty to notify the City Engineer, who shall furnish a competent person to supervise the move. At the time written notice to move any building is given to the City Clerk, the house mover shall pay a reasonable sum for the services of the person furnished by the City Engineer, which sum shall be ascertained and fixed by the City Clerk and which sum shall be paid before the moving of each and every building. The house mover shall be responsible for reimbursing any additional costs incurred by the City in the move, pursuant to written agreement as deemed necessary by the City Engineer. In the event the notice provided for in this chapter is not given, or the payment and conditions not adjusted before any building or structure is moved, the permit shall forthwith and without further proceedings be forfeited and revoked, and such person shall not be permitted to use the streets or alleys of the City until another bond and permit shall be filed and procured.”

SECTION 28. **Delete Section.** Section 125.01, “License Required”, is hereby repealed.

SECTION 29. **Add Section.** A new Section 125.01 is adopted as follows:

“125.01 LICENSE REQUIRED. It is unlawful for any person to engage in the vocation or occupation of junk dealer in the City without first procuring a license therefore from the City Clerk.”

SECTION 30. **Delete Sections.** Section 127.07, “Investigation of the Applicant”; Section 127.08, Simplified Application for Renewal”; Section 127.10, “Nature of License”; and Section 127.11, “Suspension and Revocation” are hereby repealed.

SECTION 31. **Add Section.** A new Section 127.07 is adopted as follows:

“127.07 INVESTIGATION OF THE APPLICANT. Upon receipt of an original application for a pawnbroker’s license by the Clerk, it shall be forwarded to the Police Chief, who shall conduct an investigation and submit a written report on the application and a recommendation to the City Clerk as to the approval of the license. It is the duty of the Health Inspector, the Building Inspector and the Fire Chief to inspect the premises to determine if they conform to the requirements of the City and no license shall be approved until or unless an approving report has been filed with the City Clerk by such officials.”

SECTION 32. **Add Section.** A new Section 127.08 is adopted as follows:

“127.08 SIMPLIFIED APPLICATION FOR RENEWAL. Upon receipt of an application for the renewal of a pawnbroker’s license, it shall be forwarded to the Police Chief only, who shall conduct an investigation and shall submit a written report on the application as to the truth of the facts answered in the application and a recommendation to the City Clerk as to approval of the license.”

SECTION 33. **Add Section.** A new Section 127.10 is adopted as follows:

“127.10 NATURE OF LICENSE. A pawnbroker’s license is a purely personal privilege and is revocable for cause. It does not constitute property and is not subject to attachment and execution or alienable or assignable and in any case shall cease upon the death of the licensee. However, the City Clerk may allow the executor or administrator of a licensee to operate the business of the decedent for a reasonable time not to exceed the expiration date of the license. Every license shall be issued in the name of the applicant setting forth the location on which the business is located and no person holding a license shall allow any other person to use the same or operate the business on any other location.”

SECTION 34. **Add Section.** A new Section 127.11 is adopted as follows:

“127.11 SUSPENSION AND REVOCATION. A pawnbroker’s license may be suspended for a period up to one year or revoked by the City Clerk following notice to the licensee and hearing by the Council, for good cause, upon finding of any of the following:

1. Misrepresentation of any material fact in the application of such license.
2. Any change in the ownership or interest in the business operated under a pawnbroker’s license, which was not previously reported and approved by the City Clerk.
3. Any event, which would have resulted in disqualification from receiving such license when originally issued.
4. Failure or refusal on the part of the licensee to render any report or permit any inspection required by this chapter.
5. A finding by the Council after hearing that such business is being managed, conducted or maintained in a manner that is detrimental to the public health or welfare.”

SECTION 35. **Delete Section.** Section 151.13, “Forestry Commission” is hereby repealed.

SECTION 36. **Add Section.** A new Section 151.13 is adopted as follows:

“151.13 FORESTRY COMMISSION. A Forestry Commission consisting of three (3) persons appointed by the Mayor for a three-year term shall have authority to hear all disputes involving the enforcement of the provisions of this chapter and to issue recommendations thereon to the City Administrator, who shall then render a decision. The City shall not assess the expense of pruning, trimming or removing a tree to a property owner without first giving at least ten (10) days’ written notice to the property owner. A property owner shall have until the end of the ten-day period in which to

submit a written request for a public hearing before the Forestry Commission on assessment cases, and on all other disputes shall submit the hearing request within thirty (30) days of the date of the action in dispute. The property owner shall be entitled to receive a copy of the recommendation of the Forestry Commission to the City Administrator and a copy of the City Administrator's subsequent decision."

SECTION 37. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 38. **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 _____, 2014.

Sandra Johnson, 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 _____, 2014.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF
WASHINGTON, IOWA, BY REPLACING STOP SIGN WITH YIELD SIGN ON N. 3RD
AVENUE AT E. 11TH STREET SOUTH OF INTERSECTION (NORTHBOUND YIELD)

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

Section 1. **Delete Phrase.** Section 65.02 "Special Stops Required", Item 143 "North 3rd and East 11th (Northbound and Southbound Stop) is deleted.

Section 2. **Add Phrase.** Section 65.02 "Special Stops Required" Item 143 "North 3rd and East 11th North of Intersection (Southbound Stop) is added.

Section 3. **Add Phrase.** Section 65.03 "Special Yield Required" Item 55 "North 3rd and East 11th South of Intersection (Northbound Yield) is added.

Section 4. **Repealer.** All ordinance or parts thereof in conflict with the foregoing provisions are hereby repealed.

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

Passed and approved this _____ day of _____, 2014.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

Approved on first reading _____

Approved on second reading _____

Approved on third and final reading _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2014

Illa Earnest, City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF
THE CITY OF WASHINGTON, IOWA, BY ADDING A
NEW SECTION 135.14, "TEMPORARY ENCROACHMENTS"

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 Section.** A new Section 135.14, "Temporary Encroachments", is hereby adopted as follows:

"135.14 TEMPORARY ENCROACHMENTS. No person engaging in construction activity such as exterior building renovation or reconstruction shall in any way encroach upon street or alley rights-of-way with such activity unless such person first obtains a permit as hereinafter provided. All procedures and requirements listed in 135.09 of this Code of Ordinances shall apply, with the following additions and amendments:

1. Necessity of permit. A permit shall not be granted if feasible alternatives exist for the construction activity that would not block the right-of-way, as determined by the Building Official.
2. Site plan required. The application shall be accompanied by a site plan, drawn to scale and fully dimensioned, which accurately shows the location, height, nature and extent of all proposed objects to be located within the encroachment area at any point during the permitted period. The site plan should also include the location of existing improvements and features on the public property, including but not limited to fire hydrants, valves, manholes, street signs, street lights, traffic signals, trees, benches, fire escapes or other overhead obstructions. Any public parking spots to be blocked during the construction should be noted, along with an indication of the frequency those parking spots are expected to be unavailable. The contractor shall submit engineering documentation to support the validity of any equipment erected on site for the purpose of public safety or closures unless said equipment was designed for the intended purpose it is being used.
3. Maintenance of sidewalk access. Access to public sidewalks must be maintained to the greatest extent possible throughout the construction process. Contractors may be required to provide overhead protection to the sidewalk area to allow for unimpeded public access. If no other alternative exists, any sidewalk closures must be done in strict conformance with the guidelines of the Americans with Disabilities Act, as amended, and other applicable guidelines. In the event that the sidewalk is closed to pedestrian traffic the contractor must submit to the city in advance of any closure a site plan including location and types of closures and detours. Contact shall ensure that the Iowa Department of the Blind (515-281-1336) and the National Federation of the Blind of Iowa (515-771-8348) are notified of any pedestrian closure 10 calendar days prior to closing the walkway.

4. Written permission of adjacent property owners. If applicable, a written statement is required from all adjacent property owners who are giving permission to allow the encroachment along their property.
5. Duty to inform adjacent property owners. Prior to the commencement of the project, the permit holder is to provide notification to all property owners within 200 feet of the exterior boundaries of the project area verbally, by personal service or by regular mail of the upcoming project.
6. Insurance requirement. The permit holder shall be required to provide proof of at least \$1 million of general liability insurance and the City of Washington must be named as an additional insured and a certificate provided before work may proceed.
7. Indemnification. The permit holder must expressly acknowledge and agree that the permit holder, its agents and assigns, shall save, defend and hold the City, its officers and employees harmless from any and all damages of any nature whatsoever that occur because of the granting of a temporary encroachment permit.
8. Permit duration and fees. Permits are issued in the following durations, with fees to be set by resolution of the Council:
 - A. Up to one (1) week
 - B. Up to one (1) month
 - C. Up to three (3) months
 - D. Up to six (6) months

Permitted projects extending beyond the original duration may have the permit extended by notification to the City of the need for such change and the payment of the difference in fee amount to the next level on the fee schedule. Extension of the permit period by two (2) levels or more triggers the notification provisions of Section 135.14(5). Reapplication must be made for projects extending beyond six months.

9. Revocation. The permit may be suspended or revoked by the Building Official upon finding evidence that the permit holder has violated the conditions of the permit or has abused the privilege of being a permit holder. There shall be no refund of the permit fee.
10. Appeals. Any appeals of decisions of the Building Official related to permit non-issuance, suspension or revocation may be appealed under the guidelines set out in Chapter 50.21 of this Code of Ordinances.”

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

SECTION 3. **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 _____, 2014.

Sandra Johnson, 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 _____, 2014.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF
WASHINGTON, IOWA, BY AMENDING CHAPTER 136

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 Paragraph.** Section 136.02(7) is hereby repealed.

SECTION 2. **Add Paragraph.** A new Section 136.02(7) is adopted as follows:

“7. “Sidewalk Café” means an outdoor area temporarily located on public right-of-way contiguous with a building wherein a restaurant is located and where food and beverages are taken for consumption by persons sitting or standing at tables in that area. Permitted sidewalk cafés must abide by the requirements and limitations set forth in Section 136.20 of the City of Washington Code of Ordinances.”

SECTION 3. **Delete Paragraph.** Section 136.20(3L) is hereby repealed.

SECTION 4. **Add Paragraph.** A new Section 136.20(3L) is adopted as follows:

“3L. In no event shall the placement of furnishings or the operation of the sidewalk café obstruct access to any crosswalk, curb cut, fire hydrant, fire escape or fire door, manhole, valve or obstruct the clear view of any traffic signal, regulatory sign or street sign. Parking spaces may be utilized for a sidewalk café only if expressly permitted by the City Council.”

SECTION 5. **Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. **Severability.** If any of the provisions of this ordinance are for any reason illegal or void, then the lawful provisions of this document, which are separable from the unlawful provision, shall be and remain in full force and effect, the same as if the ordinance contained no illegal or void provisions.

SECTION 7. **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 ____, 2014.

Sandra Johnson, 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 _____, 2014.

City Clerk

RESOLUTION NO.

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

WHEREAS, the City of Washington, Iowa is empowered to levy, assess, water service charges remaining unpaid and delinquent shall constitute a lien upon the premises served and shall be certified by the Clerk to the County Treasurer for collection in the same manner as property taxes.

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

WHEREAS, water service charges remain unpaid and delinquent for the following listed property owner:

The property of Katherine Cummings at 903 S. 11th Ave. for the amount of \$586.46. Legal Description (05 02 HOTLES SD). Parcel Number (11-20-278-008).

and,

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

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

Passed and Approved this 6th day of May, 2014.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk