



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., MONDAY, AUGUST 1, 2016

**Call to Order**

**Pledge of Allegiance**

**Roll call**

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, August 1, 2016 to be approved as proposed or amended.

**Consent:**

1. Council Minutes 07-19-2016
2. Kevin Olson, Professional Services, \$853.38
3. Kevin Olson, Professional Services, \$1,213.38
4. Veenstra & Kimm, Engineering Services, 2016 Seal Coat Program, \$900.00
5. Veenstra & Kimm, Industrial Park Rise Improvements, Design Services, \$2,514.60
6. Veenstra & Kimm, Industrial Park Rise Improvements, General Services, \$2,857.70
7. Dollar General, 1506 E. Washington Street, Class C Beer Permit (BC), Class B Wine Permit, Sunday Sales, **(new)**
8. Department Reports.

**Consent - Other:**

DeLong Construction, Courthouse Sewer Separation Project, \$99,947.33  
DeLong Construction, Industrial Park Rise Improvements, \$422,974.04  
DeLong Construction, W. Monroe Street and Highway 1 Pavement Improvements, \$41,188.82

**Claims and Financial Reports:**

Claims as Presented.

Financial Reports.

**SPECIAL PRESENTATION**

Nuisance Abatement Update.

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

## **NEW BUSINESS**

Discussion and Consideration of Country Club Road Improvements Project.

Discussion and Consideration of Aquatic Center Bath House Roof Replacement.

Discussion and Consideration of 28E Recycling Center RFP.. **(Tabled 07-05-2016)**

## **CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS**

**Public Hearing** – Approving Proceeding with the Issuance and Sale of not to Exceed \$6,400,000 Aggregate Principal Amount of Revenue Bonds (United Presbyterian Home Project) Series 2016.

Discussion and Consideration of a Resolution Approving Proceeding with the Issuance and Sale of not to Exceed \$6,400,000 Aggregate Principal Amount of Revenue Bonds (United Presbyterian Home Project) Series 2016 of the City of Washington, Iowa, and Related Matters.

Discussion and Consideration of Quotes for Electrical Modifications at Well #7 and a Resolution Making Award of Construction Contract.

Discussion and Consideration of a Resolution Providing for Notice of Intent to Fill Council (Ward 2) Vacancy by Appointment.

Discussion and Consideration of a Resolution Endorsing Application for REAP Grant Funds.

## **DEPARTMENTAL REPORT**

Police Department  
City Administrator  
City Attorney

## **MAYOR & COUNCILPERSONS**

Sandra Johnson, Mayor  
Brendan DeLong  
Kerry Janecek  
Jaron Rosien  
Kathryn Salazar  
Millie Youngquist  
Russ Zieglowsky

## **ADJOURNMENT**

Illa Earnest, City Clerk

## Council Minutes 07-19-2016

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, July 19, 2016. Mayor Johnson in the chair. On roll call present: Janecek, Rosien, Salazar, Youngquist. Absent: DeLong, Zieglofsky.

Motion by Salazar, seconded by Rosien, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, July 19, 2016 be approved as proposed. Motion carried.

### Consent:

1. Council Minutes 07-05-2016
2. IMWCA, Workers Comp Premium, Deposit 2, \$9,673.00
3. Main Street Washington, Annual Pledge, \$20,000.00
4. Coldspring, New Columbariums in Elm Grove Cemetery, \$11,522.94
5. Washington Chamber of Commerce, 2016 Annual Contribution to Chamber Tourism, \$20,000.00
6. WEDG, Annual Pledge, \$21,000.00
7. YMCA of Washington County, 2016 Aquatic Center Management Fee, \$8,500.00
8. A & R Land Services, ROW Services for HWY 1 Water Main Project, \$1,678.80
9. Fox Engineering, Well #7 Pump Replacement & Electrical Modifications, \$8,789.60
10. Fox Engineering, Water Treatment Plant Improvements, \$29,085.80
11. Fox Engineering, Elevated Water Storage Tank, \$1,920.50
12. Fox Engineering, W. 5<sup>th</sup> Street Parallel Water Main, \$1,198.00
13. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$2,095.00
14. Iowa Codification, Inc., Codification Services, \$3,800.00
15. Caldwell Tanks, Elevated Water Storage Tank, \$76,584.92
16. MMS Consultants, 2016 Street Improvements, \$10,620.00
17. Iowa Communities Assurance Pool, 2016-2017 Renewal Commitment, \$141,363.50
18. Moore's BP Amoco, 1061 W. Madison Street, Class C Beer Permit (BC), Sunday Sales, **(renewal)**
19. Halcyon House, 1015 S. Iowa Ave, Class C Liquor License (LC) (Commercial), Sunday Sales **(new)**
20. Corner Stop, 100 East Madison Street, Class C Beer Permit (BC); Class B Native Wine Permit; Sunday Sales. **(renewal)**
21. St. James Church of Washington, Iowa, 606 W. 3<sup>rd</sup> Street, Class B Beer (BB) (includes wine coolers), Outdoor Service, Sunday Sales, **(new)**
22. Department Reports.

### Consent - Other: none.

Motion by Rosien, seconded by Salazar, to approve the consent agenda. Motion carried.

Motion by Rosien, seconded by Janecek, to approve payment of all claims. Motion carried.

Nuisance Abatement Officer Merle Hagie gave council an update on nuisance abatement.

Motion by Rosien, seconded by Youngquist, to approve the request from the YMCA of Washington County for the September 17, 2016 - 5K Pump N Run and the Washington Power Lifting Competition. Motion carried.

Bids received for the compact utility tractor:

City Tractor Co., Inc.	2000New Holland TC35D	\$13,900
Lano Equipment, Inc.	Kubota L3540HST	\$19,900
Portland Implement	1999 Kubota L2900	\$12,900
Reiser Implement	2012 Massey-Ferguson 1643	\$12,950

Motion by Salazar, seconded by Youngquist, to approve purchase of the 2000 New Holland Utility Tractor for \$13,900. Motion carried.

Motion by Rosien, seconded by Janecek, to approve change order #3 – Industrial Park Rise Improvements in the amount of \$14,050. Motion carried.

After discussion, motion by Salazar, seconded by Rosien, to table Discussion and Consideration of 28E Recycling Center RFP and put it on the August 1, 2016 agenda. Roll call on said motion: Ayes: Janecek, Rosien, Salazar, Youngquist. Nays: none. Absent: DeLong, Zieglowsky. Motion carried.

Bids received for the Sitler Drive & S. Ave. H 2016 Paving Project:

J & L Construction	\$397,049.00
DeLong Construction	\$402,431.30
Metro Pavers	\$420,712.80

After discussion of the Resolution Awarding Contract for the Sitler Drive and S. Ave H 2016 Paving Project, motion by Salazar, seconded by Rosien, to amend the resolution by awarding the contract to DeLong Construction with the bid amount of \$402,431.30 and finding that DeLong Construction is the lowest responsive responsible bidder. Motion to amend carried.

Motion by Salazar, seconded by Youngquist, to adopt the amended Resolution Awarding Contract for the Sitler Drive and S. Ave H 2016 Paving Project to DeLong Construction with the bid amount of \$402,431.30. Roll call on said motion: Ayes: Janecek, Rosien, Salazar, Youngquist. Nays: none. Absent: DeLong, Zieglowsky. Motion carried. **(Resolution No. 2016-070)**

Motion by Rosien, seconded by Salazar, to remove from the table Discussion and Consideration of a Resolution Approving a Development Agreement with ACH Foam. Roll call on said motion: Ayes: Janecek, Rosien, Salazar, Youngquist. Nays: none. Absent: DeLong, Zieglowsky. Motion carried.

Motion by Rosien, seconded by Youngquist, to approve the Resolution Approving a Development Agreement with ACH Foam. Roll call on said motion: Ayes: Janecek, Rosien, Salazar, Youngquist. Nays: none. Absent: DeLong, Zieglowsky. Motion carried. **(Resolution No. 2016-071)**

Motion by Rosien, seconded by Youngquist, to approve the Resolution Authorizing Levy, Assessment and Collection of Costs to the Washington County Treasurer. Roll call on said motion: Ayes: Janecek, Rosien, Youngquist. Nays: none. Absent: DeLong, Zieglowsky. Salazar abstained with conflict. Motion carried. **(Resolution No. 2016-072)**

Motion by Youngquist, seconded by Rosien, that the Regular Session held at 6:00 P.M., Tuesday, July 19, 2016 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor



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

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

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July 6, 2016

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

**JUNE, 2016 INVOICE**

For legal services rendered to the City of Washington, Iowa

TOTAL HOURS	8.25 hours (reg)
TOTAL MILEAGE	198 miles
Hourly Rate	\$90/hour- Reg
Mileage Rate	\$0.56 per mile
TOTAL FOR THIS INVOICE	\$853.38

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

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

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July 29, 2016

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

**JULY, 2016 INVOICE**

For legal services rendered to the City of Washington, Iowa

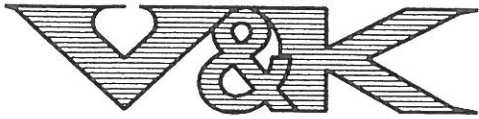
TOTAL HOURS 12.25 hours (reg)

TOTAL MILEAGE 198 miles

Hourly Rate \$90/hour- Reg

Mileage Rate \$0.56 per mile

TOTAL FOR THIS INVOICE \$1,213.38



# VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

## STATEMENT OF PROFESSIONAL SERVICES

City of Washington  
215 East Washington  
P.O. Box 516  
Washington, IA 52353

July 22, 2016  
Project No: 24616-034  
Invoice No: 1

Project Manager Leland Belding III

Engineering services for 2016 Seal Coat Program:

### Professional Services from June 19, 2016 to July 16, 2016

<b>Fee</b>			
Total Fee	900.00		
Percent Complete	100.00	Total Earned	900.00
		Previous Fee Billing	0.00
		Current Fee Billing	900.00
		<b>Total Fee</b>	<b>900.00</b>
		<b>Total this Invoice</b>	<b>\$900.00</b>

### Billings to Date

	Current	Prior	Total
Fee	900.00	0.00	900.00
<b>Totals</b>	<b>900.00</b>	<b>0.00</b>	<b>900.00</b>



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## STATEMENT OF PROFESSIONAL SERVICES

City of Washington  
215 East Washington  
P.O. Box 516  
Washington, IA 52353

July 22, 2016  
Project No: 24644  
Invoice No: 15

Project Manager Leland Belding III

Engineering services for Industrial Park Rise Improvements - Design Services:

### Professional Services from June 19, 2016 to July 16, 2016

#### Professional Personnel

	Hours	Rate	Amount	
Clerical III	1.50	43.00	64.50	
Engineer III-A	16.00	119.00	1,904.00	
Engineer IV	1.00	103.00	103.00	
Totals	18.50		2,071.50	
<b>Total Labor</b>				<b>2,071.50</b>

#### Unit Billing

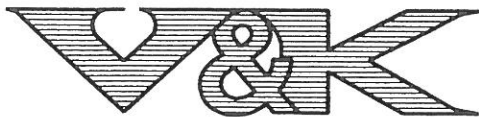
Mileage			443.10	
<b>Total Units</b>			<b>443.10</b>	<b>443.10</b>

#### Billing Limits

	Current	Prior	To-Date	
Total Billings	2,514.60	173,870.37	176,384.97	
Limit			190,000.00	
Remaining			13,615.03	
		<b>Total this Invoice</b>		<b>\$2,514.60</b>

#### Billings to Date

	Current	Prior	Total
Labor	2,071.50	170,153.50	172,225.00
Expense	0.00	913.09	913.09
Unit	443.10	2,803.78	3,246.88
<b>Totals</b>	<b>2,514.60</b>	<b>173,870.37</b>	<b>176,384.97</b>



# VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

## STATEMENT OF PROFESSIONAL SERVICES

City of Washington  
215 East Washington  
P.O. Box 516  
Washington, IA 52353

July 22, 2016  
Project No: 24645  
Invoice No: 6

Project Manager Leland Belding III

Engineering services for Industrial Park Rise Improvements - General Services:

### Professional Services from June 19, 2016 to July 16, 2016

#### Professional Personnel

	Hours	Rate	Amount	
Engineer III-A	24.00	119.00	2,856.00	
Totals	24.00		2,856.00	
<b>Total Labor</b>				<b>2,856.00</b>

#### Unit Billing

Duplication-8.5 X11 Color			1.70	
<b>Total Units</b>			<b>1.70</b>	<b>1.70</b>

#### Billing Limits

	Current	Prior	To-Date	
Total Billings	2,857.70	18,266.66	21,124.36	
Limit			36,000.00	
Remaining			14,875.64	
		<b>Total this Invoice</b>		<b>\$2,857.70</b>

#### Billings to Date

	Current	Prior	Total
Labor	2,856.00	17,479.50	20,335.50
Expense	0.00	585.61	585.61
Unit	1.70	201.55	203.25
<b>Totals</b>	<b>2,857.70</b>	<b>18,266.66</b>	<b>21,124.36</b>

**Applicant License Application ( )**

<b>Name of Applicant:</b> <u>Dolgencorp, LLC</u>		
<b>Name of Business (DBA):</b> <u>Dollar General Store #2237</u>		
<b>Address of Premises:</b> <u>1506 E WASHINGTON ST</u>		
<b>City</b> <u>Washington</u>	<b>County:</b> <u>Washington</u>	<b>Zip:</b> <u>52353</u>
<b>Business</b> <u>(319) 653-5877</u>		
<b>Mailing</b> <u>100 Mission Ridge</u>		
<b>City</b> <u>Goodlettsville</u>	<b>State</b> <u>TN</u>	<b>Zip:</b> <u>37072</u>

**Contact Person**

<b>Name</b> <u>Valerie James</u>	
<b>Phone:</b> <u>(615) 855-4000</u>	<b>Email</b> <u>tax-beerandwinelicense@dollargeneral.com</u>

**Classification** Class C Beer Permit (BC)

**Term:** 12 months

**Effective Date:** 09/14/2016

**Expiration Date:** 01/01/1900

**Privileges:**

Class B Wine Permit

Class C Beer Permit (BC)

Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>	
<b>Corporate ID Number:</b> <u>370301</u>	<b>Federal Employer ID</b> <u>61-0852764</u>

**Ownership**

**Dollar General Corporation**

<b>First Name:</b> <u>Dollar</u>	<b>Last Name:</b> <u>General Corporation</u>
<b>City:</b> <u>Goodlettsville</u>	<b>State:</b> <u>Tennessee</u> <b>Zip:</b> <u>37072</u>
<b>Position:</b> <u>N/A</u>	
<b>% of Ownership:</b> <u>100.00%</u>	<b>U.S. Citizen:</b> <u>Yes</u>

**Lawrence Gatta**

<b>First Name:</b> <u>Lawrence</u>	<b>Last Name:</b> <u>Gatta</u>
<b>City:</b> <u>Brentwood</u>	<b>State:</b> <u>Tennessee</u> <b>Zip:</b> <u>37027</u>
<b>Position:</b> <u>Non member manager</u>	
<b>% of Ownership:</b> <u>0.00%</u>	<b>U.S. Citizen:</b> <u>Yes</u>

**James Thorpe**

<b>First Name:</b> <u>James</u>	<b>Last Name:</b> <u>Thorpe</u>
<b>City:</b> <u>Gallatin</u>	<b>State:</b> <u>Tennessee</u> <b>Zip:</b> <u>37066</u>



**Position:** Non member manager

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>	
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

# Maintenance and Construction Report

7/2/16-7/15/16

**STREETS:** M/C Personnel completed the preparation on the seal coat streets for Pelling August 4<sup>th</sup>, approximately 60 blocks. Personnel poured 16 yards of concrete in numerous areas including East 11<sup>th</sup> St, West Jefferson and a sidewalk @ Iowa-Monroe. Personnel crack sealed a few concrete patches and the asphalt paving by the Park office and began on North 2<sup>nd</sup> Ave between East Main and East 5<sup>th</sup>. Street sweeper operated in part of the City. Personnel continued line painting, leaving one more evening to complete this season.

**WATER DISTRIBUTION:** M/C Personnel repaired a water service that was hit by a contractor at 1420 West Main St.

**SEWER COLLECTION:** M/C Personnel searched for a sewer smell that has been causing complaints in the east end of town. FOX Eng personnel surveyed 9 manholes to complete the SE Basin quadrant for manhole inspections and elevation shots.

**STORM SEWER COLLECTION:** M/C Personnel poured a couple intakes on East 11<sup>th</sup> located at North 5<sup>th</sup> Ave and North 7<sup>th</sup> Ave.

**MECHANIC/SHOP:** M/C Personnel serviced K-9 Unit (rotate tires, checked brakes, salt eliminator and checked codes), FD #3 (motor mounts on pump motor broke), FD #2 (pump throttle control and starter stuck on), Sweeper (hopper box conveyor bearings) and 301 (continued on exhaust manifold and carburetor). Personnel also checked out a used dump truck for this fiscal budget year.

**OTHER:** M/C Personnel picked up yard waste and bags (YTD bags 7,540). Personnel responded to 75 One Call Locates. Personnel formed a vehicle tow lot located at the WWTP for towed vehicles at the northeast corner inside a fenced in area. Personnel dealt with storm damaged areas including removing trees out of the streets and placing stop signs at three locations of street light intersections. Personnel also assisted with trees and the porch for the City owned house (property) that was burnt last Wednesday, July 13.

*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.*

**WWTP report  
July 19, 2016  
Council meeting**

- **After hour alarm and dog call outs –**  
30<sup>th</sup> dog call, Safety Center reported dog to be picked up at 502 W Main, 6:51 p.m. Delen  
9<sup>th</sup> dog call, Safety Center reported dog to be picked up at 906 South D, 3:15 p.m. Fred  
14<sup>th</sup> dog call, Safety Center reported dog to be picked up at 405 South 9<sup>th</sup>, 5:15 a.m. Delen  
14<sup>th</sup> dog call, Safety Center reported dog to be picked up at 912 South D, 9:00 p.m. Delen
- **Dept Head meetings –** I attended the meetings on the 5<sup>th</sup> & 12<sup>th</sup>.
- **Iowa Renewal Energy (IRE) –** IRE continues to discharge to the city collection system without problems.
- **Lexington lift station alarms –** Scott of Primex replaced the bad relay and said to monitor it for a couple days to see if that corrects it. The new relay corrected the pump not in auto alarms. Scott sent us a couple new relays for the control panel at no charge so we'll have them in stock.
- **WWTP's new utility cart with roll over protection –** Yotty's delivered the new cart on July 7, 2016.
- **USEPA blind laboratory performance evaluation audit samples –** The test results I submitted for the WWTP's lab performance evaluation were within acceptable limits. I'm still waiting on the test results from Test America and UHL on the tests they performed on behalf of the City. I need to prepare a final data package and submit all the results to the USEPA in Kansas City.
- **Action Services, Moore's, and Curry's –** These three (3) companies are supplying the porta-potties for RAGBRAI. WWTP staff met with representatives from these companies on July 12, 2016 at the WWTP. We decided to meet to so everyone was on the same page before RAGBRAI rolls in to town on the 29<sup>th</sup>.
- **WWTP June 2016 Discharge Monitoring Report (DMR) –** Average daily flow **1.601** million gallons (mg), maximum daily flow **4.201** mg, minimum daily flow **0.966** mg. There were **no** violations of the WWTP's NPDES discharge permit. Total precipitation for June 2016 = **>2.02"** (recorded at the WWTP).

<b>CBOD5 removal 85% required</b>	<b>result = 100%</b>
Influent CBOD5 monthly average =	<b>105.2</b> mg/L
Effluent CBOD5 monthly average =	<b>0</b> mg/L

<b>TSS removal 85% required</b>	<b>result = 97.6%</b>
Influent TSS monthly average =	<b>139.0</b> mg/L
Effluent TSS monthly average =	<b>3.4</b> mg/L

**Fred E. Doggett  
7/15/2016 2:06 PM**

**WWTP report  
August 1, 2016  
Council meeting**

- **After hour alarm and dog call outs –**  
18<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 413 South 3<sup>rd</sup>, 6:30 p.m. Jason  
19<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 405 South 9<sup>th</sup>, 1:00 a.m. Jason  
19<sup>th</sup> dog call, Safety Center reported a dog to be picked up at 617 South 7<sup>th</sup>, 10:00 p.m. Jason
- **Dept Head meetings –** I attended the meetings on the 19<sup>th</sup> & 26<sup>th</sup>.
- **Iowa Renewal Energy (IRE) –** IRE continues to discharge to the city collection system without problems.
- **Old WWTP office bldg –** The tarp that was covering the old office roof was blown off during the storm on July 13, 2016. We still need to get a few things out of the building when time allows and then M/C is suppose to tear it down when they have time.
- **RAGBRAI –** We will be open from 7:00 a.m. to 7:00 p.m. on July 29<sup>th</sup> and 7:00 a.m. to 11:00 a.m. on July 30<sup>th</sup> so RV's/campers can get rid of their waste water at the WWTP. The RV/camper dump site located on West View Drive will be available 24 hours a day. This site is limited to RV's & campers only. M/C Dept is going to monitor this site during RAGBRAI so we don't have to worry about getting there with all the traffic. The portable toilet companies will be also be discharging at the WWTP. They will be discharging in to the East EQ. They will be charged ten (10) cents a gallon. They will contact us by phone after hours so we can get to the WWTP to let them in so they can unload when their trucks are full. The Police Dept is going to borrow our utility cart for Ragbrai patrol.
- **LS tractor and bush hog mower –** Jason has been mowing with the tractor at several locations in town and around the WWTP fields.
- **Mowing at WWTP –** We have been mowing around the WWTP trying to keep up with the grass. Nick D has offered to help us if we get behind. Thanks Nick!

**Fred E. Doggett  
7/27/2016 3:31 PM**

**DELONG CONSTRUCTION, INC.**  
**WASHINGTON COURTHOUSE SEWER SEPARATION**

**QUANTITIES COMPLETE AS OF 7/29/16**

					JTD Qty complete	Previous Qty	Qty this period	JTD Extension
1.1	TRAFFIC CONTROL	1	LS	\$ 11,000.00	1	1	0 \$	11,000.00
1.2	MOBILIZATION	1	LS	\$ 17,500.00	1	1	0 \$	17,500.00
1.3	CONSTRUCTION SURVEY	1	LS	\$ 12,500.00	1	1	0 \$	12,500.00
1.4	EROSION CONTROL	1	LS	\$ 5,000.00	1		1 \$	5,000.00
1.5	SPECIAL BACKFILL	1,025	TON	\$ 30.00	1286.36	1286.36	0 \$	38,590.80
1.6	INTAKE REMOVAL	3	EA	\$ 1,525.00	6	6	0 \$	9,150.00
1.7	PAVEMENT REMOVAL	537	SY	\$ 37.00	1658.21	1658.21	0 \$	61,353.77
1.8	GRADING	1	LS	\$ 12,700.00	1	0.5	0.5 \$	12,700.00
1.9	FLOWABLE MORTAR	3	CY	\$ 700.00	1	1	0 \$	700.00
1.10	SEEDING	1	LS	\$ 10,000.00	1	0.15	0.85 \$	10,000.00
1.11	OPEN CUT POINT REPAIR	2	EA	\$ 3,100.00			0 \$	-
1.12	SANITARY SEWER IN PLACE							
1.12.1	8" PVC	41	LF	\$ 103.00	41	41	0 \$	4,223.00
1.12.2	12" PVC	50	LF	\$ 115.00			0 \$	-
1.13	STORM SEWER PIPE IN PLACE							
1.13.1	12" RCP 2000D	352	LF	\$ 55.00	380	380	0 \$	20,900.00
1.13.2	15" RCP 2000D	385	LF	\$ 60.00	998	998	0 \$	59,880.00
1.13.3	8" PVC	162	LF	\$ 46.00	123	123	0 \$	5,658.00
1.13.4	12" PVC	145	LF	\$ 50.00	105	105	0 \$	5,250.00
1.13.5	15" PVC	776	LF	\$ 54.00	143	143	0 \$	7,722.00
1.14	SANITARY SEWER MANHOLE SW-301	2	EA	\$ 5,340.00	1	1	0 \$	5,340.00
1.15	SANITARY SEWER MH SW-301, TOP ONLY	1	EA	\$ 2,475.00	1		1 \$	2,475.00
1.16	STORM SEWER MANHOLE SW-401	1	EA	\$ 3,700.00	1	1	0 \$	3,700.00
1.17	INTAKES							
1.17.1	SW-501	6	EA	\$ 3,415.00	6	6	0 \$	20,490.00
1.17.3	SW-508	2	EA	\$ 4,050.00	2	2	0 \$	8,100.00
1.17.4	SW-511	4	EA	\$ 2,800.00	4	3	1 \$	11,200.00
1.17.5	SW-541	3	EA	\$ 2,810.00	3	2.5	0.5 \$	8,430.00
1.18	NYLOPLAST BASINS	6	EA	\$ 2,600.00	5	5	0 \$	13,000.00
1.19	SANITARY SEWER CLEAN-OUT	2	EA	\$ 3,590.00	3	3	0 \$	10,770.00
1.20	PORTLAND CEMENT CONCRETE							
1.20.1	8" PAVEMENT	301	SY	\$ 64.00	582.66	582.66	0 \$	37,290.24
1.20.2	7" PAVEMENT	1,097	SY	\$ 60.00	1134.7	1134.7	0 \$	68,082.00
1.20.3	6" DRIVEWAY	191	SY	\$ 56.00	218.93	218.93	0 \$	12,260.08
1.20.4	4" SIDEWALK	330	SY	\$ 43.00	322.03	322.03	0 \$	13,847.29
1.21	DETECTABLE WARNINGS	178	SF	\$ 30.00	444.5	444.5	0 \$	13,335.00
<b>CHANGE ORDER NO. 1</b>								
1a	PAVEMENT REMOVAL	150	SY	\$ 37.00			0 \$	-
1b	7" PCC PAVEMENT	150	SY	\$ 60.00			0 \$	-
1c	SPECIAL BACKFILL	115	TON	\$ 30.00			0 \$	-
1d	15" PVC SANITARY SEWER PIPE	150	LF	\$ 90.00	144		144 \$	12,960.00
1e	SERVICE HOOKUPS	4	EA	\$ 825.00	6		6 \$	4,950.00
1f	4" SIDEWALK AT 2ND STREET & MARION	20	SY	\$ 43.00			0 \$	-
1g	DETECTABLE WARNINGS AT 2ND STREET & MARION	20	SF	\$ 30.00			0 \$	-
1h	SIDEWALK REMOVAL SOUTH OF CHURCH	4	SY	\$ 37.00			0 \$	-
1i	4" SIDEWALK SOUTH OF CHURCH	4	SY	\$ 43.00			0 \$	-
1j	FLOWABLE MORTAR	3	CY	\$ 700.00			0 \$	-
1k	CUT HOLE IN MANHOLE	1	EA	\$ 2,000.00			0 \$	-
1l	15" FERNCO CONNECTION	1	EA	\$ 200.00			0 \$	-
2a	6" C900 PVC WATERMAIN	300	LF	\$ 15.00	287		287 \$	4,305.00
2b	FIRE HYDRANT ASSEMBLY	1	EA	\$ 1,200.00	1		1 \$	1,200.00
2c	1" SERVICE TAP	8	EA	\$ 150.00	8		8 \$	1,200.00
2d	1" COPPER TUBING	200	LF	\$ 15.00	204		204 \$	3,060.00
2e	MAIN TIE-IN	2	EA	\$ 2,000.00	2		2 \$	4,000.00
2f	ROCK (SPECIAL BACKFILL)	200	TON	\$ 30.00	42.91		42.91 \$	1,287.30
<b>CHANGE ORDER NO. 2</b>								
	TRAFFIC CONTROL	1	LS	\$ 500.00	1		1 \$	500.00
	SURVEY	1	LS	\$ 400.00			0 \$	-
	SEEDING	1	LS	\$ 750.00	1		1 \$	750.00
	PAVEMENT REMOVAL	157	SY	\$ 37.00	257.77		257.77 \$	9,537.49
	6" PCC DRIVE	143	SY	\$ 60.00	251.47		251.47 \$	15,088.20
	4" PCC SIDEWALK	20	SY	\$ 43.00	14.33		14.33 \$	616.19
	SIDEWALK REMOVAL SOUTH OF CHURCH	20	SY	\$ 37.00	15.9		15.9 \$	588.30
	DETECTABLE WARNING PANELS	16	SF	\$ 30.00	15.9		15.9 \$	477.00
	15" STORM SEWER PVC	135	LF	\$ 54.00	131		131 \$	7,074.00
	15" ELBOW PVC	1	EA	\$ 400.00			0 \$	-
	CONCRETE COLLAR	1	EA	\$ 250.00			0 \$	-
	SW-501	1	EA	\$ 3,415.00	1		1 \$	3,415.00
	SW-301 ADJUSTMENT	1	EA	\$ 250.00	1		1 \$	250.00
	TYPE A WALLS	7	CY	\$ 750.00	7		7 \$	5,250.00

VALUE OF COMPLETED WORK: \$ 586,955.66  
LESS 3% RETAINAGE: \$ 17,608.67  
LESS PREVIOUS PAYMENTS: \$ 469,399.66  
DUE: \$ 99,947.33

**DELONG CONSTRUCTION, INC.**  
**WASHINGTON INDUSTRIAL PARK RISE IMPROVEMENTS**  
**QUANTITIES COMPLETE AS OF 7/28/16**

		Contract Qty as adjusted by CO 1		Unit Price	Adjusted Contract Value	JTD Qty complete	Previous Qty	Qty this period	JTD Extension
1	CLEAR AND GRUBB	700	UNIT	\$ 15.00	\$ 10,500.00	700	700	0	\$ 10,500.00
2	EXCAVATION, CL 10, RDWY & BORROW	10,400	CY	\$ 3.85	\$ 40,040.00	9489	5739	3750	\$ 36,532.65
3	EXCAVATION, CL 10, RDWY & BORROW	33,470	CY	\$ 2.00	\$ 66,940.00	32643	32643	0	\$ 65,286.00
4	TOPSOIL, STRIP, SALVAGE & SPREAD	1,830	CY	\$ 7.40	\$ 13,542.00	915	915	0	\$ 6,771.00
5	TOPSOIL, STRIP, SALVAGE & SPREAD	11,250	CY	\$ 3.30	\$ 37,125.00	20185	11250	8935	\$ 66,610.50
6	MODIFIED SUBBASE	2,186	CY	\$ 38.00	\$ 83,068.00	1564.63		1564.63	\$ 59,455.94
7	GRANULAR SHLD, TYPE B	1,162	TON	\$ 20.50	\$ 23,821.00	1549.62		1549.62	\$ 31,767.21
8	PAVED SHLD, HMA, 8"	2,464	SY	\$ 36.65	\$ 90,305.60	2261.3	2261.3	0	\$ 82,876.65
9	EXCAVATION, CL 13, WIDEN	1,280	CY	\$ 10.70	\$ 13,696.00	1280	600	680	\$ 13,696.00
10	RELOCATION OF MAIL BOX	2	EA	\$ 350.00	\$ 700.00	2		2	\$ 700.00
11	STD/S-F PCC PAV'T, CL C CL 3, 8"	4,934	SY	\$ 44.00	\$ 217,096.00			0	\$ -
12	STD/S-F PCC PAV'T, CL C CL 3, 9.5"	2,490	SY	\$ 53.10	\$ 132,219.00	2732		2732	\$ 145,069.20
13	GRANULAR SURF ON RD, CL A CR STONE	69	TON	\$ 22.35	\$ 1,542.15	164.3	164.3	0	\$ 3,672.11
14	APRON, CONC, 12"	2	EA	\$ 1,445.00	\$ 2,890.00	2	2	0	\$ 2,890.00
15	APRON, CONC, 15"	3	EA	\$ 1,535.00	\$ 4,605.00	4		4	\$ 6,140.00
16	APRON, CONC, 24"	3	EA	\$ 1,755.00	\$ 5,265.00	3	3	0	\$ 5,265.00
17	MANHOLE, SAN SWR, SW-301, 48"	7	EA	\$ 3,015.00	\$ 21,105.00	7	7	0	\$ 21,105.00
18	MANHOLE, SAN SWR, SW-304	1	EA	\$ 32,185.00	\$ 32,185.00	1	1	0	\$ 32,185.00
19	INTAKE, SW-508	11	EA	\$ 4,100.00	\$ 45,100.00	17	11	6	\$ 69,700.00
20	SUBDRAIN, LONGITUDINAL, (SHLD) 4"	4,124	LF	\$ 6.34	\$ 26,146.16	3924		3924	\$ 24,878.16
21	SUBDRAIN OUTLET, DR-303	11	EA	\$ 250.00	\$ 2,750.00	11		11	\$ 2,750.00
22	SUBDRAIN OUTLET, DR-304	12	EA	\$ 185.00	\$ 2,220.00	6		6	\$ 1,110.00
23	STORM SWR G-MAIN, TRENCHED, RCP 2000D, 12"	92	LF	\$ 32.75	\$ 3,013.00	104	104	0	\$ 3,406.00
24	STORM SWR G-MAIN, TRENCHED, RCP 2000D, 15"	951	LF	\$ 35.50	\$ 33,760.50	1488	912	576	\$ 52,824.00
25	STORM SWR G-MAIN, TRENCHED, RCP 2000D, 18"	133	LF	\$ 41.00	\$ 5,453.00	123	123	0	\$ 5,043.00
26	STORM SWR G-MAIN, TRENCHED, RCP 2000D, 24"	313	LF	\$ 51.60	\$ 16,150.80	310	310	0	\$ 15,996.00
27	RMV STORM SWR PIPE LE 36"	273	LF	\$ 9.85	\$ 2,689.05	150	150	0	\$ 1,477.50
28	SAN SWR G-MAIN, TRENCHED, PVC, 15"	1,520	LF	\$ 35.50	\$ 53,960.00	1538	1538	0	\$ 54,599.00
29	ENGINEER FABRIC	300	SY	\$ 2.35	\$ 705.00			0	\$ -
30	EROSION STONE	210	TON	\$ 30.00	\$ 6,300.00			0	\$ -
31	RMVL/REINSTALL FENCE, FIELD	1,622	LF	\$ 5.00	\$ 8,110.00			0	\$ -
32	CONSTRUCTION SURVEY	1	LS	\$ 10,250.00	\$ 10,250.00	0.5	0.5	0	\$ 5,125.00
33	PAINTED PAV'T MARK, WATERBORNE/SOLVENT	144	STA	\$ 48.50	\$ 6,984.00			0	\$ -
34	PAINTED SYMBOL & LEGEND, WATERBORNE/SOLVNT	10	EA	\$ 85.00	\$ 850.00			0	\$ -
35	PAV'T MARK RMVD	40	STA	\$ 45.00	\$ 1,800.00			0	\$ -
36	TRAFFIC CONTROL	1	LS	\$ 4,100.00	\$ 4,100.00	0.5	0.5	0	\$ 2,050.00
37	FLAGGER	20	EA	\$ 330.00	\$ 6,600.00	8	8	0	\$ 2,640.00
38	MOBILIZATION	1	LS	\$ 45,000.00	\$ 45,000.00	0.75	0.75	0	\$ 33,750.00
39	WATER MAIN, TRENCHED, PVC, 8"	674	LF	\$ 19.90	\$ 13,412.60	702	702	0	\$ 13,969.80
40	WATER MAIN, TRENCHED, PVC, 12"	1,240	LF	\$ 29.50	\$ 36,580.00	1164.5	1164.5	0	\$ 34,352.75
41	VALVE, GATE, DIP, 8"	2	EA	\$ 1,390.00	\$ 2,780.00			0	\$ -
42	VALVE, GATE, DIP, 12"	3	EA	\$ 2,300.00	\$ 6,900.00	3	3	0	\$ 6,900.00
43	FIRE HYDRANT ASSEMBLY, WM-201	7	EA	\$ 4,075.00	\$ 28,525.00	6	5	1	\$ 24,450.00
44	JOINT, LONGITUDINAL, BT-5	21	STA	\$ 400.00	\$ 8,400.00	21.15		21.15	\$ 8,460.00
45	MULCH	22	ACRE	\$ 700.00	\$ 15,400.00	4		4	\$ 2,800.00
46	SEED & FERTILIZE (RURAL)	20	ACRE	\$ 850.00	\$ 17,000.00	2		2	\$ 1,700.00
47	SEED & FERTILIZE (URBAN)	2	ACRE	\$ 1,000.00	\$ 2,000.00	2		2	\$ 2,000.00
48	SLOPE PROTECTION, WOOD EXCELSIOR	100	SQ	\$ 12.00	\$ 1,200.00			0	\$ -
49	SILT FENCE	6,025	LF	\$ 1.75	\$ 10,543.75	5669	4442	1227	\$ 9,920.75
50	SILT FENCE- DITCH CHECKS	800	LF	\$ 2.20	\$ 1,760.00			0	\$ -
51	RMVL OF SILT FENCE/SILT FENC-DITCH CHECK	6,825	LF	\$ 0.60	\$ 4,095.00			0	\$ -
52	MAINT OF SILT FENC/SILT FENC-DITCH CHECK	6,825	LF	\$ 0.75	\$ 5,118.75			0	\$ -
53	MOBILIZATION, EROSION CONTROL	2	EA	\$ 500.00	\$ 1,000.00	1		1	\$ 500.00
54	SPECIAL BACKFILL	550	CY	\$ 36.00	\$ 19,800.00	653.91	653.91	0	\$ 23,540.76
CO 1	EXCAVATION, CL 10, RDWY & BORROW	2600	CY	\$ 2.00	\$ 5,200.00			0	\$ -
CO 1	TOPSOIL, STRIP, SALVAGE & SPREAD	1700	CY	\$ 3.30	\$ 5,610.00			0	\$ -
CO 1	WATERMAIN, PVC, 8"	340	LF	\$ 19.90	\$ 6,766.00			0	\$ -
CO 1	WATERMAIN, PVC, 12"	730	LF	\$ 29.50	\$ 21,535.00			0	\$ -
CO 1	GATE VALVE, DIP, 8"	1	EA	\$ 1,390.00	\$ 1,390.00			0	\$ -
CO 1	GATE VALVE, DIP, 12"	2	EA	\$ 2,300.00	\$ 4,600.00			0	\$ -
CO 1	FIRE HYDRANT ASSEMBLY, WM-201	5	EA	\$ 4,075.00	\$ 20,375.00			0	\$ -
CO 1	SAN SWR G-MAIN, TRENCHED, PVC, 15"	282	LF	\$ 35.50	\$ 10,011.00			0	\$ -
CO 1	MANHOLE, SAN SWR, SW-301, 48"	1	EA	\$ 3,015.00	\$ 3,015.00			0	\$ -
CO 1	SAN SWR, SERVICE STUB, PVC, 4"	215	LF	\$ 27.00	\$ 5,805.00	173	173	0	\$ 4,671.00
CO 1	SAN SWR CONNECTION	3	EA	\$ 250.00	\$ 750.00	3	3	0	\$ 750.00
CO 2	EXCAVATION, CL 10, RDWY & BORROW	1627	CY	\$ 3.85	\$ 6,263.95	1627		1627	\$ 6,263.95
CO 2	TOPSOIL, STRIP, SALVAGE & SPREAD	1000	CY	\$ 7.40	\$ 7,400.00			0	\$ -
CO 2	MODIFIED SUBBASE	460	CY	\$ 38.00	\$ 17,480.00	487		487	\$ 18,506.00
CO 2	STD/S-F PCC PAVING, 8"	2311	SY	\$ 44.00	\$ 101,684.00			0	\$ -
CO 2	GRANULAR SURF ON RD, CL A CR STONE	340	TON	\$ 22.35	\$ 7,599.00			0	\$ -
CO 2	APRON, CONC, 15"	1	EA	\$ 1,535.00	\$ 1,535.00			0	\$ -
CO 2	INTAKE, SW-508	6	EA	\$ 4,100.00	\$ 24,600.00			0	\$ -
CO 2	SUBDRAIN, LONGITUDINAL, (SHLD) 4"	1400	LF	\$ 6.34	\$ 8,876.00	1400		1400	\$ 8,876.00
CO 2	SUBDRAIN OUTLET, DR-304	12	EA	\$ 185.00	\$ 2,220.00	6		6	\$ 1,110.00
CO 2	STORM SWR, RCP 2000D, 15"	580	LF	\$ 35.50	\$ 20,590.00			0	\$ -
CO 2	CONSTRUCTION SURVEY	1	LS	\$ 3,500.00	\$ 3,500.00	1		1	\$ 3,500.00
CO 3	SAWCUTTING PAVEMENT, HWY 1	1	LS	\$ 5,600.00	\$ 5,600.00	1		1	\$ 5,600.00
CO 3	REMOVAL OF PAVEMENT	845	SY	\$ 10.00	\$ 8,450.00	240		240	\$ 2,400.00
ADJUSTED CONTRACT VALUE:					\$ 1,553,956.31	VALUE OF COMPLETED WORK:			
						\$ 1,046,141.92			
						LESS 3% RETAINAGE: \$ 31,384.26			
						LESS PREVIOUS PAYMENTS: \$ 591,783.62			
						DUE: \$ 422,974.04			





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

# Memo

To: Mayor Johnson and City Council  
From: Keith Henkel  
Date: 7/29/2016  
Re: Close Out for Monroe and Hwy 1 Pavement Improvements

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Mayor and City Council,

Submitted is the pay application from DeLong Construction for the Monroe and Hwy 1 Pavement Improvements in the amount of \$41,188.82. DeLong's original estimate was \$34,138.10. Two changes were made to the project. Change one was the use of a M mix of the concrete for an additional \$2,700.00. The second change was an increase in the thickness of the concrete in the DOT right of way for an additional \$3,337.20. This was a change that was required to get DOT approval of the project. My recommendation to council is to accept and close this project and release the payment to DeLong construction in the amount of \$41,188.82.

Thank You

Keith Henkel

Cc: Brent Hinson

DELONG CONSTRUCTION, INC.  
MONROE STREET PCC PATCHING

QUANTITIES COMPLETE AS OF 7/29/16 (FINAL)

					JTD Qty complete	Previous Qty	Qty this period	JTD Extension
1	MOBILIZATION	1	LS	\$	1,000.00	1	1	\$ 1,000.00
2	TRAFFIC CONTROL	1	LS	\$	750.00	1	1	\$ 750.00
3	PAVEMENT REMOVAL	450	SY	\$	8.00	450.12	450.12	\$ 3,600.96
4	GRANULAR SUBBASE	125	TON	\$	24.50	166.68	166.68	\$ 4,083.66
5	GEOGRID FABRIC	450	SY	\$	2.00	450	450	\$ 900.00
6	7" PCC (INCLUDING 95 LF OF CURB)	450	SY	\$	48.90	450	450	\$ 22,005.00
7	SIDEWALK REMOVAL	7	SY	\$	16.00	7	7	\$ 112.00
8	4" PCC SIDEWALK	8	SY	\$	50.00	8	8	\$ 400.00
9	DETECTABLE WARNINGS	10	SF	\$	30.00	10	10	\$ 300.00
10	GRADING & SEEDING	1	LS	\$	2,000.00	1	1	\$ 2,000.00
X1	COST TO ADD M-4	1	LS	\$	2,700.00	1	1	\$ 2,700.00
X2	INCREASE FROM 7" TO 12" PCC ON IDOT ROW	162	SY	\$	20.60	162	162	\$ 3,337.20
				VALUE OF COMPLETED WORK:	\$			\$ 41,188.82
				LESS 0% RETAINAGE:	\$			\$ -
				LESS PREVIOUS PAYMENTS:	\$			\$ -
				DUE:	\$			\$ 41,188.82

## CITY OF WASHINGTON, IOWA

## CLAIMS REPORT FOR AUGUST 1, 2016

POLICE	ARNOLD MOTOR SUPPLY	PARTS	36.60
	BARRON MOTOR SUPPLY	PARTS	331.23
	CITY DIRECTORY, INC.	CITY DIRECTORY	113.00
	CUSTOM IMPRESSIONS INC	SHIPPING	54.92
	RIDER SALES	TIRES	277.97
	SUREFIRE	BATTERIES	67.39
	UP - TOWN AUTO WASH. LLC	REFILL WASH CARD	100.00
	WAL-MART	SUPPLIES	10.68
	WASH CO AUDITOR	JULY COMMUNICATIONS	19,286.75
		<b>TOTAL</b>	<b>20,278.54</b>
FIRE	ALLIANT ENERGY	ALLIANT ENERGY	60.50
	CENTRE STATE INTERNATIONAL	ALTERNATOR FD#2	1,889.69
	CITY DIRECTORY, INC.	CITY DIRECTORY	113.00
	FELD FIRE	REPAIR	50.00
	GLANDON'S WESTSIDE SERVICE	GAS FOR ENGINE #1	10.20
	HIWAY SERVICE CENTER	PART	6.49
	LEET'S REFRIGERATION	ICE MACHINE MAINTENANCE	40.62
	SITLER'S ELECTRIC	EXT. REPAIR CORD	21.00
	TOYNE INC	PART	565.34
	VISA	MEALS AND LODGING, FUEL	263.56
DEVELOP SERV	WINDSTREAM IOWA COMMUNICATIONS	SERVICE	158.88
		<b>TOTAL</b>	<b>3,179.28</b>
	BRUNS, DAVID	MILEAGE	30.24
	CAPPS HOME REPAIR	GRASS ABATEMENT	50.00
	CITY DIRECTORY, INC.	CITY DIRECTORY	113.00
	HARRIS, HENRY W.	3 GRASS & WEED ABATEMENT	165.00
	WAL-MART	SUPPLIES	183.63
		<b>TOTAL</b>	<b>541.87</b>
LIBRARY	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	52.15
	DEMCO	BOOK SUPPLIES	82.91
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	150.48
	FAREWAY STORES	BATTERIES	9.47
	GALE/CENGAGE LEARNING	WESTERNS	36.34
	KONE INC.	ANNUAL ELEVATOR CONTRACT	2,857.44
	PIZZA HUT	PAGE PARTY	23.30
	SCHAEFER CLEANING	AUGUST 2016 CLEANING	1,125.00
	WCDC INC	WINDOW WASHING	30.00
	WINDSTREAM IOWA COMMUNICATIONS	ELEVATOR LINE	53.87
PARKS		<b>TOTAL</b>	<b>4,420.96</b>
	ACTION SERVICES INC	PORTABLE TOILETS	315.00
	CASH-N-CARRY CHEMICALS LLC	WEED KILLER	60.00

CENTRAL IOWA DISTRIBUTING	RESTROOM SUPPLIES	235.10
GREINER DISCOUNT TIRES	TIRE REPAIR	12.00
HOLT SUPPLY CO.	DOWNTOWN WATER VALVES	59.00
MOORE'S BP AMOCO INC	FUEL	57.45
SITLER'S ELECTRIC	REPAIR PARTS	91.09
WAL-MART	SUPPLIES	38.99
WASHINGTON LUMBER	WATER STATIONS	48.15
WASHINGTON RENTAL	PARTS & TRIMMER STRING	352.95
	<b>TOTAL</b>	<b>1,269.73</b>

<b>POOL</b>	ACCO	DIVING BOARD REPAIR	81.30
	SITLER'S SUPPLIES INC.	MECHANICAL ROOM LIGHT REPA	144.00
		<b>TOTAL</b>	<b>225.30</b>

<b>CEMETERY</b>	ALLIANT ENERGY	ALLIANT ENERGY	24.06
	CITY DIRECTORY, INC.	CITY DIRECTORY	113.00
	GRAINGER	SAFETY GLASSES	150.00
	HY-VEE	CLEANING SUPPLIES	22.16
	MOSE LEVY CO INC	REBAR	125.00
	TODD, NICOLAS	BOOT REIMBURSEMENT	100.00
	WASHINGTON EVENING JOURNAL	ADVERTISING	36.05
	WASHINGTON LUMBER	LUMBER FOR CONCRETE FORMS	38.70
		<b>TOTAL</b>	<b>608.97</b>

<b>FINAN ADMIN</b>	BAKER PAPER CO.	COPY PAPER	31.35
	BERRY	WINDSTREAM DIRECTORY	23.20
	CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	138.68
	CITY DIRECTORY, INC.	CITY DIRECTORY	452.00
	EBERT SUPPLY CO.	SUPPLIES	57.00
	IGRAPHIX, INC	SHIPPING LABEL	6.00
	IOWA SHRM STATE COUNCIL	HR MGMT CONFERENCE - KELSEY	365.00
	KIRKWOOD COMMUNITY COLLEGE	BUS. PARTNERS - 2 SEATS	898.00
	LEET'S REFRIGERATION	ICE MACHINE MAINTENANCE	40.62
	OLSON, KEVIN ATTORNEY AT LAW	JUNE LEGAL SERVICES	853.38
	QUILL	SUPPLIES	131.21
	SCHUMACHER	QUARTERLY MAINTENANCE	373.32
	WASHINGTON EVENING JOURNAL	ADVERTISING	404.00
		<b>TOTAL</b>	<b>3,773.76</b>

<b>AIRPORT</b>	ARCHER APPLIANCE	AIR CONDITIONER MAINTENANC	220.42
	ACTERRA GROUP INC.	FUEL FARM MOTOR	2,164.09
	ALLIANT ENERGY	ALLIANT ENERGY	1,020.65
	CASH-N-CARRY CHEMICALS LLC	CHEMICALS FOR SPRAYING	151.25
	EASTERN AVIATION FUELS INC	FUEL	17,105.77
		<b>TOTAL</b>	<b>20,662.18</b>

<b>ROAD USE</b>	ALTORFER	SAW RENTAL	234.00
	ARNOLD MOTOR SUPPLY	PARTS	187.04

HELMUTH REPAIR, INC	POWER WASHER	1,664.70
SITLER'S ELECTRIC	STREET LIGHT REPAIR	86.68
TRANS IOWA EQUIPMENT, LLC	SWEeper PARTS	257.13
	<b>TOTAL</b>	<b>2,429.55</b>

<b>STREET LIGHTING</b>	ALLIANT ENERGY	ALLIANT ENERGY	73.54
		<b>TOTAL</b>	<b>73.54</b>

<b>HOUSING REHAB</b>	CLERK OF COURT	CHANGE OF TITLE-GIBSON PRO	50.00
		<b>TOTAL</b>	<b>50.00</b>

<b>CAPITAL EQUIP</b>	CITY TRACTOR CO	UTILITY TRACTOR	13,900.00
		<b>TOTAL</b>	<b>13,900.00</b>

<b>CAPITAL PROJECTS</b>	BOLTON & MENK, INC.	RAMP	2,635.00
	WASHINGTON EVENING JOURNAL	ADVERTISING	147.23
		<b>TOTAL</b>	<b>2,782.23</b>

<b>LIBRARY GIFT</b>	ORIENTAL TRADING COMPANY INC	SUMMER SCHOOL	50.40
		<b>TOTAL</b>	<b>50.40</b>

<b>WATER PLANT</b>	CARROLL, SUSAN	MILEAGE	14.58
	CITY DIRECTORY, INC.	CITY DIRECTORY	113.00
	COLE, AMY	WATER DEPOSIT REFUND	121.09
	CUEVAS, SILVIA	WATER DEPOSIT REFUND	32.25
	DEAO, GREG	WATER DEPOSIT REFUND	98.89
	GRIFFIN, LANCE	WATER DEPOSIT REFUND	103.71
	HUTSON, JULIANNA	WATER DEPOSIT REFUND	88.07
	MCARTOR, JAMES	WATER DEPOSIT REFUND	59.14
	MCCOY PLUMBING & HEATING	METER MAINTENANCE	60.00
	MILLER, LORAIN	WATER DEPOSIT REFUND	63.69
	MURPHY, ARTESHA	WATER DEPOSIT REFUND	5.50
	POSTMASTER	WATER BILL POSTAGE	796.93
	QC ANALYTICAL	CONFERENCE	125.00
	ROSS, JENNIFER	WATER DEPOSIT REFUND	47.13
	SEXTON, SHANNON	WATER DEPOSIT REFUND	36.42
	SIEVERS, KELSEY	WATER DEPOSIT REFUND	41.06
	STREFF, ROSE	MILEAGE	2.59
	WAL-MART	SUPPLIES	34.18
	WASHINGTON EVENING JOURNAL	ADVERTISING	214.65
	WATER SOLUTIONS UNLIMITED	CHEMICALS	4,398.35
		<b>TOTAL</b>	<b>6,456.23</b>

<b>WATER DIST</b>	ALLIANT ENERGY	ALLIANT ENERGY	39.60
	ARNOLD MOTOR SUPPLY	PARTS	43.98
	HELMUTH REPAIR, INC	POWER WASHER	1,664.70
	LEET'S REFRIGERATION	ICE MACHINE MAINTENANCE	40.63
	MOORE'S BP AMOCO INC	FUEL	56.95

TURNER, PARKER	BOOT REIMBURSEMENT	100.00
WAL-MART	SUPPLIES	124.86
	<b>TOTAL</b>	<b>2,070.72</b>

**SEWER PLANT**

ALLIANT ENERGY	ALLIANT ENERGY	13,013.84
ARNOLD MOTOR SUPPLY	PARTS	120.82
CERTIFIED LABORATORIES	WEED KILLER	545.08
CITY DIRECTORY, INC.	CITY DIRECTORY	113.00
FAREWAY STORES	SUPPLIES	25.32
TESTAMERICA LABORATORIES INC	TESTING FEES	1,498.80
UNITED LABORATORIES	DEGREASER	563.40
USA BLUEBOOK	SUPPLIES	63.79
WASHINGTON LUMBER	BITS	17.77
	<b>TOTAL</b>	<b>15,961.82</b>

**SEWER COLLECT**

LEET'S REFRIGERATION	ICE MACHINE MAINTENANCE	40.63
HELMUTH REPAIR, INC	POWER WASHER	1,664.70
	<b>TOTAL</b>	<b>1,705.33</b>

**SANITATION**

LUKE WASTE MANAGEMENT	JULY REFUSE AND RECYCLING	28,513.50
WASH CO HUMANE SOCIETY	JULY COLLECTIONS	421.96
	<b>TOTAL</b>	<b>28,935.46</b>

<b>TOTAL</b>	<b>129,375.87</b>
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CITY OF WASHINGTON, IOWA  
MONTH TO DATE TREASURERS REPORT  
JUNE 30, 2016

	6/1/2016					6/30/2016
FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	REVENUES NOT YET RECEIVED	M-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	ENDING CASH BALANCE
001-GENERAL FUND	1,582,056.40	126,999.21	-	709,055.61	-	1,000,000.00
002-AIRPORT FUND	224,779.61	38,932.09	-	38,193.78	-	225,517.92
010-CHAMBER REIMBURSEMENT	1,926.81	4,938.24	-	5,811.00	-	1,054.05
011-MAIN STREET REIMBURSEMENT	1,576.44	3,968.56	-	4,912.55	-	632.45
012-WEDG REIMBURSEMENT	1,441.03	6,491.09	-	7,932.12	-	-
110-ROAD USE	885,398.99	132,762.78	-	207,595.01	-	810,566.76
112-EMPLOYEE BENEFITS	-	7,311.44	-	7,311.44	-	-
114-EMERGENCY LEVY	-	650.00	-	650.00	-	-
121-LOCAL OPTION SALES TAX	-	67,228.91	-	67,228.91	-	-
129-URBAN RENEWAL AREA #3C	4,798.54	1,940.58	-	6,739.12	-	-
132-URBAN RENEWAL AREA #5	4,853.40	-	-	4,853.40	-	-
134-URBAN RENEWAL AREA #7	1,737.64	-	-	1,108.42	-	629.22
145-HOUSING REHABILITATION	51,361.80	-	-	330.00	-	51,031.80
146-LMI TIF SET-ASIDE	52,892.80	4,091.07	-	-	-	56,983.87
200-DEBT SERVICE	168,649.27	264,216.87	-	427,902.20	-	4,963.94
300-CAPITAL EQUIPMENT	373,199.29	107.00	-	81,910.25	-	291,396.04
301-CAPITAL PROJECTS FUND	258,930.34	719,771.59	-	259,824.12	-	718,877.81
305-RIVERBOAT FOUND CAP PROJ	202,645.69	117,182.06	-	225,000.00	-	94,827.75
308-INDUSTRIAL DEVELOPMENT	673,395.09	7.52	-	194,652.32	-	478,750.29
309-MUNICIPAL BUILDING	91,460.64	544,640.12	-	9,269.00	-	626,831.76
310-WELLNESS PARK	25,469.41	100.00	-	-	-	25,569.41
311-SIDEWALK REPAIR & REPLACE	-	63,332.31	-	-	-	63,332.31
312-TREE REMOVAL & REPLACE	-	15,000.00	-	-	-	15,000.00
510-MUNICIPAL BAND	1,018.70	1,636.00	-	1,636.00	-	1,018.70
520-DOG PARK	4,312.96	107.80	-	-	-	4,420.76
530-TREE COMMITTEE	12,111.85	-	-	4,652.86	-	7,458.99
540-POLICE FORFEITURE	486.75	-	-	-	-	486.75
545-SAFETY FUND	700.00	-	-	-	-	700.00
550-PARK GIFT	150,993.14	26.97	-	1,626.64	-	149,393.47
570-LIBRARY GIFT	25,917.70	1,850.00	-	1,224.76	-	26,542.94
580-CEMETERY GIFT	50,095.00	5,000.00	-	11,522.94	-	43,572.06
590-CABLE COMMISSION	8,761.14	-	-	-	-	8,761.14
600-WATER UTILITY	1,379,211.80	139,830.88	-	376,685.52	-	1,142,357.16
601-WATER DEPOSIT FUND	20,815.00	2,100.00	-	2,175.00	-	20,740.00
603-WATER CAPITAL PROJECTS	-	14,155.80	-	14,155.80	-	-
610-SANITARY SEWER	1,111,955.74	169,737.20	-	601,300.33	-	680,392.61
612-SEWER SINKING	-	440,272.50	-	440,272.50	-	-
613-SEWER CAPITAL PROJECTS	315,326.19	42,508.00	-	150,389.15	-	207,445.04
670-SANITATION	153,310.88	31,926.51	-	58,680.52	-	126,556.87
910-LIBRARY TRUST	218,655.19	18.36	-	-	-	218,673.55
950-SELF INSURANCE	158,862.57	30,705.12	-	14,550.72	-	175,016.97
951-UNEMPLOYMENT SELF INS	-	109.67	-	-	-	109.67
TOTAL BALANCE	8,219,107.80	2,999,656.25	-	3,939,151.99	-	7,279,612.06

Cash in Bank - Pooled Cash

		<u>Interest Rate</u>
Wash St. Bank - Operating Account	1,299,834.92 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	257,013.84	0.01%
Investment in IPAIT	1,487,799.22	0.01%
Wash St Bank - Library Acct	167,707.44	0.01%
Wash St - Farm Mgmt Acct	64,345.26	
Wash St Bank - CD - 1/9/14 - renewed	500,000.00	0.75%
Wash St Bank - CD - 8/8/2014 - renewed	500,000.00	0.60%
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	0.70%
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	0.85%
CBI Bank & Trust - CD - 10/8/2015	501,553.18	0.62%
CBI Bank & Trust - CD - 2/19/2016	501,008.20	0.82%
IPAIT CD - 3/9/2016	500,000.00	1.00%
IPAIT CD - 6/7/2016	500,000.00	0.82%
TOTAL CASH IN BANK	<u>7,279,612.06</u>	

(1) Washington State Bank	1,351,360.65
Outstanding Deposits & Checks	(51,525.73)
	<u>1,299,834.92</u>

CITY OF WASHINGTON, IOWA  
YEAR TO DATE TREASURERS REPORT  
JUNE 30, 2016

FUND	7/1/2015 BEGINNING CASH BALANCE	Y-T-D REVENUES	REVENUES NOT YET RECEIVED	Y-T-D EXPENDITURES	EXPENSES NOT YET EXPENDED	6/30/2016 ENDING CASH BALANCE
001-GENERAL FUND	1,043,129.25	3,687,431.97	-	3,730,788.02	226.80	1,000,000.00
002-AIRPORT FUND	126,020.17	502,138.72	-	402,640.97	-	225,517.92
010-CHAMBER REIMBURSEMENT	1,308.81	58,771.88	-	59,026.64	-	1,054.05
011-MAIN STREET REIMBURSEMENT	807.50	46,943.77	-	47,118.82	-	632.45
012-WEDG REIMBURSEMENT	30.43	84,384.17	-	84,414.60	-	-
110-ROAD USE	674,883.61	1,020,619.51	-	884,986.76	50.40	810,566.76
112-EMPLOYEE BENEFITS	-	649,743.65	-	649,743.65	-	-
114-EMERGENCY LEVY	-	55,873.74	-	55,873.74	-	-
121-LOCAL OPTION SALES TAX	-	805,865.61	-	805,865.61	-	-
125-URBAN RENEWAL AREA #1	-	23,771.10	-	23,771.10	-	-
129-URBAN RENEWAL AREA #3C	-	72,618.74	-	72,618.74	-	-
131-URBAN RENEWAL AREA #4	-	44,932.84	-	44,932.84	-	-
132-URBAN RENEWAL AREA #5	-	30,893.79	-	30,893.79	-	-
133-URBAN RENEWAL AREA #6	-	44,816.37	-	44,816.37	-	-
134-URBAN RENEWAL AREA #7	1,443.27	2,516.90	-	3,330.95	-	629.22
145-HOUSING REHABILITATION	16,949.00	46,678.80	-	12,596.00	-	51,031.80
146-LMI TIF SET-ASIDE	29,516.48	27,467.39	-	-	-	56,983.87
200-DEBT SERVICE	963.41	2,608,138.53	-	2,604,138.00	-	4,963.94
300-CAPITAL EQUIPMENT	326,899.51	199,015.81	-	234,519.28	-	291,396.04
301-CAPITAL PROJECTS FUND	417,200.59	4,483,447.94	-	4,181,770.72	-	718,877.81
305-RIVERBOAT FOUND CAP PROJ	145,522.04	424,305.71	-	475,000.00	-	94,827.75
308-INDUSTRIAL DEVELOPMENT	1,185,034.03	63,278.96	-	769,562.70	-	478,750.29
309-MUNICIPAL BUILDING	208,354.12	587,803.56	-	169,325.92	-	626,831.76
310-WELLNESS PARK	15,097.80	16,751.20	-	6,279.59	-	25,569.41
311-SIDEWALK REPAIR & REPLACE	-	64,482.31	-	1,150.00	-	63,332.31
312-TREE REMOVAL & REPLACE	-	15,000.00	-	-	-	15,000.00
510-MUNICIPAL BAND	25.00	2,629.70	-	1,636.00	-	1,018.70
520-DOG PARK	6,340.53	832.80	-	2,752.57	-	4,420.76
530-TREE COMMITTEE	6,017.28	15,277.00	-	13,835.29	-	7,458.99
540-POLICE FORFEITURE	152.50	334.25	-	-	-	486.75
545-SAFETY FUND	-	1,000.00	-	300.00	-	700.00
550-PARK GIFT	154,235.66	36,349.18	-	41,191.37	-	149,393.47
570-LIBRARY GIFT	32,797.26	12,555.46	-	18,809.78	-	26,542.94
580-CEMETERY GIFT	50,150.00	5,000.00	-	11,577.94	-	43,572.06
590-CABLE COMMISSION	16,301.43	-	-	7,540.29	-	8,761.14
600-WATER UTILITY	924,440.95	1,698,870.37	-	1,481,031.85	77.69	1,142,357.16
601-WATER DEPOSIT FUND	20,560.00	19,950.00	-	19,770.00	-	20,740.00
602-WATER SINKING	-	-	-	-	-	-
603-WATER CAPITAL PROJECTS	-	1,625,949.91	-	1,625,949.91	-	-
610-SANITARY SEWER	1,130,732.28	2,058,493.69	-	2,508,913.16	79.80	680,392.61
612-SEWER SINKING	-	677,077.50	-	677,077.50	-	-
613-SEWER CAPITAL PROJECTS	334,319.96	803,013.34	-	929,888.26	-	207,445.04
670-SANITATION	118,398.26	410,927.78	-	402,769.17	-	126,556.87
910-LIBRARY TRUST	218,478.03	195.52	-	-	-	218,673.55
950-SELF INSURANCE	143,232.94	105,548.37	-	73,764.34	-	175,016.97
951-UNEMPLOYMENT SELF INS	1,457.93	23,861.79	-	25,210.05	-	109.67
<b>TOTAL BALANCE</b>	<b>7,350,800.03</b>	<b>23,165,559.63</b>	<b>-</b>	<b>23,237,182.29</b>	<b>(434.69)</b>	<b>7,279,612.06</b>

**Cash in Bank - Pooled Cash**

		<b>Interest Rate</b>
Wash St. Bank - Operating Account	1,299,834.92 (1)	0.01%
Cash in Drawer	350.00	N/A
Wash St Bank - MM	257,013.84	0.01%
Investment in IPAIT	1,487,799.22	0.01%
Wash St Bank - Library Acct	167,707.44	0.01%
Wash St - Farm Mgmt Acct	64,345.26	
Wash St Bank - CD - 1/9/14 - renewed	500,000.00	0.75%
Wash St Bank - CD - 8/8/2014 - renewed	500,000.00	0.60%
Wash St Bank - CD - 12/10/2014 - renewed	500,000.00	0.70%
Wash St Bank - CD 04/22/2015 - renewed	500,000.00	0.85%
CBI Bank & Trust - CD - 10/8/2015	501,553.18	0.62%
CBI Bank & Trust - CD - 2/19/2016	501,008.20	0.82%
IPAIT CD - 3/9/2016	500,000.00	1.00%
IPAIT CD - 6/7/2016	500,000.00	0.82%
<b>TOTAL CASH IN BANK</b>	<b>7,279,612.06</b>	

(1) Washington State Bank  
Outstanding Deposits & Checks

1,351,360.65  
(51,525.73)  
**1,299,834.92**

JULY 2016	ADDRESS	Ward	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
1	608 E. 2nd St.	2	citizen	vehicles/trucks parked in yard. JUNK	1-Jul	6-Jul	letter	22-Jul	*		MH	CLOSED
2	603 N. 5th Ave.	2	citizen	serious letter. Jeff has had enough time.	1-Jul	7-Jul	letter	NOW		7-28 Talked to Jeff will clean up this weekend re-check on the 11th if not contacted by owner	MH	open
3	820 S. Marion Ave.	4	citizen	stump wood not cleaned up	1-Jul	1-Jul	email	11-Jul			SED	CLOSED
4	803 N. 7th Ave.	2	city	junk car in yard	1-Jul	5-Jul	hanger	3-Aug	*	7-20 letter to landlord Gary Hahn to clean up property	MH	open
5	739 S 8th Ave	3	city	tall grass	5-Jul	5-Jul	hanger			7-11 HWH Lawncare to abate	MH	ABATED
6	220 N 2nd Ave	1	city	mattress at curb	5-Jul	5-Jul	phone				MH	CLOSED
7	422 E 2nd St.	2	city	mattress at curb	5-Jul	5-Jul	hanger				MH	CLOSED
8	317 N Iowa Ave	1	city	mattress at curb	6-Jul	6-Jul	phone				MH	CLOSED
9	220 S Ave D	1	city	major pile of junk at curb	11-Jul	11-Jul	phone			Talked to Tim Elliott Mark's to remove pronto PD served letter	MH	CLOSED
10	918 E Main St	2	city	vehicles, ATV, tires in rear yard on grass	11-Jul	11-Jul	letter	27-Jul	*		MH	CLOSED
11	402 E Main St	2	city	furniture part at curb	11-Jul	11-Jul	hanger				MH	CLOSED
12	420 W 3rd St	2	city	tall grass	11-Jul	11-Jul	hanger	13-Jul			MH	CLOSED
13	620 N Ave C	1	city	carpet at curb	11-Jul	11-Jul	hanger			owner called carpet was dumped at the corner	MH	CLOSED
14	308 N Ave C	1	city	furniture at curb	12-Jul	12-Jul	hanger			Lukes to Abate 7-20-16	MH	ABATED
15	624 E 2nd St	2	city	mattress at curb	12-Jul	12-Jul	hanger				MH	CLOSED
16	214 S Ave D	1	city	truck on weeds	13-Jul	13-Jul	phone			653-8884	MH	CLOSED
17	1507 N 2nd Ave	1	city	vehicles trailer on grass rear yard	13-Jul	13-Jul	letter	12-Aug			MH	CLOSED
18	518 S 8th Ave	3	city	2 cars on grass	14-Jul	14-Jul	hanger				MH	open
19	514 N D Ave.	1	citizen	trash and junk on trailer. Starting to smell	14-Jul	19-Jul	verbal	22-Jul		talked to renter will be gone by 7-23-16	MH	CLOSED
20	210 N. Iowa Ave.	1	meter reader	tall weeds by meter reader/bushes over sidewalk	12-Jul	14-Jul	letter	25-Jul	*		sed	CLOSED
21	1621 N. Marion Ave.	1	meter reader	fence around meter	12-Jul	14-Jul	letter	1-Aug	*		sed	open
22	619 E Van Buren St	3	city	weeds trash junk in yard	14-Jul	19-Jul	letter	28-Jul	*		MH	CLOSED
23	514 S 7th Ave	3	city	huge weeds by drive and garage	14-Jul	19-Jul	letter	3-Aug	*	Randy Payne rental	MH	open
24	319 W Monroe St	4	city	truck on grass	14-Jul	18-Jul	letter	18-Aug	*		MH	open
25	527 S Ave B	4	city	tall grass weeds junk in rear yard	14-Jul	15-Jul	phone			fordlosure property WSB owner	MH	CLOSED
26	205 E. Madison St.	3	citizen	tree limbs/bushes over sidewalk	15-Jul	19-Jul	hanger	8-Aug		7-26 sent letter	MH	open
27	307 E. Madison St.	3	citizen	tree limbs/bushes over sidewalk	15-Jul	19-Jul	phone			will trim 7-20-16	MH	CLOSED
28	620 W Monroe St	4	citizen	2 utility trailers for sale in front yard	15-Jul	26-Jul	letter	1-Aug	*	code 165.22(2)	MH	open
29	1603 N. 2nd Ave.	1	meter reader	trash in back of truck in rear yard.	15-Jul	20-Jul	letter	3-Aug	*	copy of letter sent to owner	MH	open
30	202 E Main St	2	ragbri	hedge needs trimmed	18-Jul	18-Jul	letter	28-Jul		sent letter 7-19-16 TK to trim this weekend	MH	CLOSED
31	709 E Jefferson St	3	city	tall grass	18-Jul	18-Jul	hanger	20-Jul			MH	CLOSED
32	403 S 7th Ave	3	city	TV in front yard	18-Jul	18-Jul	hanger				MH	CLOSED
33	325 E Madison St	4	city	Box spring- mattress at curb	18-Jul	18-Jul	hanger				MH	CLOSED
34	521 N Ave B	1	city	tall grass	18-Jul	18-Jul	hanger	27-Jul	*	property in receivership costs to taxes to be abated 7-19-16	MH	ABATED
35	514 S Ave C	4	city	weeds trees behind garage	18-Jul	18-Jul	letter				MH	CLOSED
36	321 S Iowa Ave	4	city	tall grass	19-Jul	19-Jul	phone			will mow 7-21-16	MH	CLOSED
37	219 E Madison St	4	city	tree limbs/bushes over sidewalk	19-Jul	19-Jul	hanger				MH	CLOSED
38	400 W 3rd St	4	city	indoor furniture on porch	19-Jul	19-Jul	hanger				MH	CLOSED
39	400 W 3rd St	4	city	tall weeds all around house and fence	19-Jul	19-Jul	hanger				MH	CLOSED
40	1218 N 2nd Ave	2	city	tall grass	19-Jul	19-Jul	hanger			7-26-16 Rick Capps to Abate	MH	CLOSED
41	1218 N 2nd Ave	2	city	weeds, vol trees all around house and property	19-Jul	19-Jul	hanger		*		MH	ABATED
42	319 E Washington St.	3	city	A/C unit on ground many trash bags beside house	21-Jul	21-Jul	48 hr hanger	23-Jul			MH	CLOSED
43	914 E 3rd St	2	city	trash bags behind house	21-Jul	21-Jul	48 hr hanger	23-Jul			MH	CLOSED
44	914 E 3rd St	2	city	furniture in driveway	21-Jul	21-Jul	hanger				MH	open
45	914 E 3rd St	2	city	trailer on grass	21-Jul	21-Jul	hanger				MH	open
46	828 S Ave C	4	city	tall grass	21-Jul	21-Jul	48 hr hanger				MH	CLOSED
47	616 W Madison St	4	city	furniture in front of garage	21-Jul	21-Jul	hanger				MH	CLOSED
48	317 N Ave C	1	citizen	tree down in rear yard	21-Jul	21-Jul	hanger		*		MH	CLOSED
49	1212 E 2nd St	2	city	weeds/brush around property	21-Jul	26-Jul	letter	8-Aug	*		MH	open
50	1304 E Washington St	2	city	tall grass weeds junk in yard	25-Jul	25-Jul	phone			house in foreclosure possible sale pending	MH	CLOSED
51	420 W 3rd St	1	city	tall grass	25-Jul	25-Jul	hanger	27-Jul			MH	CLOSED
52	516 W Jefferson St	1	city	tall grass	25-Jul	25-Jul	hanger	27-Jul			MH	CLOSED
53	611 S Ave B	4	city	trash bags at curb no stickers	25-Jul	25-Jul	hanger			7-28-16 Lukes to abate	MH	open
54	621 W 2nd St	1	city	tall grass rear yard	25-Jul	25-Jul	hanger	27-Jul			MH	CLOSED
55	621 W 2nd St	1	city	inop car in drive	25-Jul	25-Jul	hanger				MH	open
56	1003 W Madison St.	4	citizen	sunflowers/tree blocking intersection looking west	25-Jul	25-Jul	hanger				MH	open
57	1124 E 3rd St	2	city	weeds blocking site at intersection	27-Jul	27-Jul	letter	8-Aug	*		MH	open
58	715 E. Jefferson St	4	citizen	trash/junk in back yard. Small something dead	25-Jul	25-Jul				neighbor to south @ 806 E. Madison/Mike McQuire/653-2761	sed	
59	431 S 7th Ave	3	city	trailer with junk in drive mattresses on ground	28-Jul	28-Jul	phone		*	RB Rentals 461-3336 left message	MH	open



*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*

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## **Memorandum**

July 28, 2016

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

From: Brent Hinson  
City Administrator

Re: Country Club Road Improvement Project

In 2012, the City annexed 3 properties as part of the Oakwood Village Subdivision project, and agreed to accept Country Club Road as a City street (it had previously been a private road). This was necessary in order to provide clear legal standing for what was (and is) the only access to Oakwood Village from the public road network. As part of the annexation, the City agreed in writing to a number of concessions with the property owners, including extension of water and sewer service to those properties at no cost to the property owners. Since then, we have had numerous delays in moving forward, from legal hang-ups to engineering challenges and many other factors. However, it appears we have everything in order, and are ready to proceed in the very near future if the City Council consents to do so.

We are planning to have the M/C crew handle this project in-house. It is a job we feel confident in handling, we have built time into the late summer/early fall schedule for it, and it is also necessary to proceed this way due to the cost standpoint. We believe the project can be handled in-house at direct cost of around \$30,000, while it would likely cost around \$100,000 to contract it out, more than we have available to finance the project.

The project would involve bringing sanitary sewer and water main across Country Club Road to serve the 3 houses on the south side of the road. The sewer would have to be put in with minimum fall to allow for gravity sewer service for the properties. We would be attempting to relocate an existing manhole to the south side of the road, just east of Tom & Sue Basten's driveway. The water main would be installed right along the south edge of the existing street; it is very tight there, since there is approximately 6' between the edge of the road and the poles for the overhead electric. Once the water main was put in, we would be adding 4' of pavement on the south side of the street, over the top of the water main (it is

much more difficult to widen on the north side due to the presence of a row of trees and a ditch that is important for drainage in the area). We would install drive over curb on the outside of the curve similar to the curb in the Oakwood Subdivision.

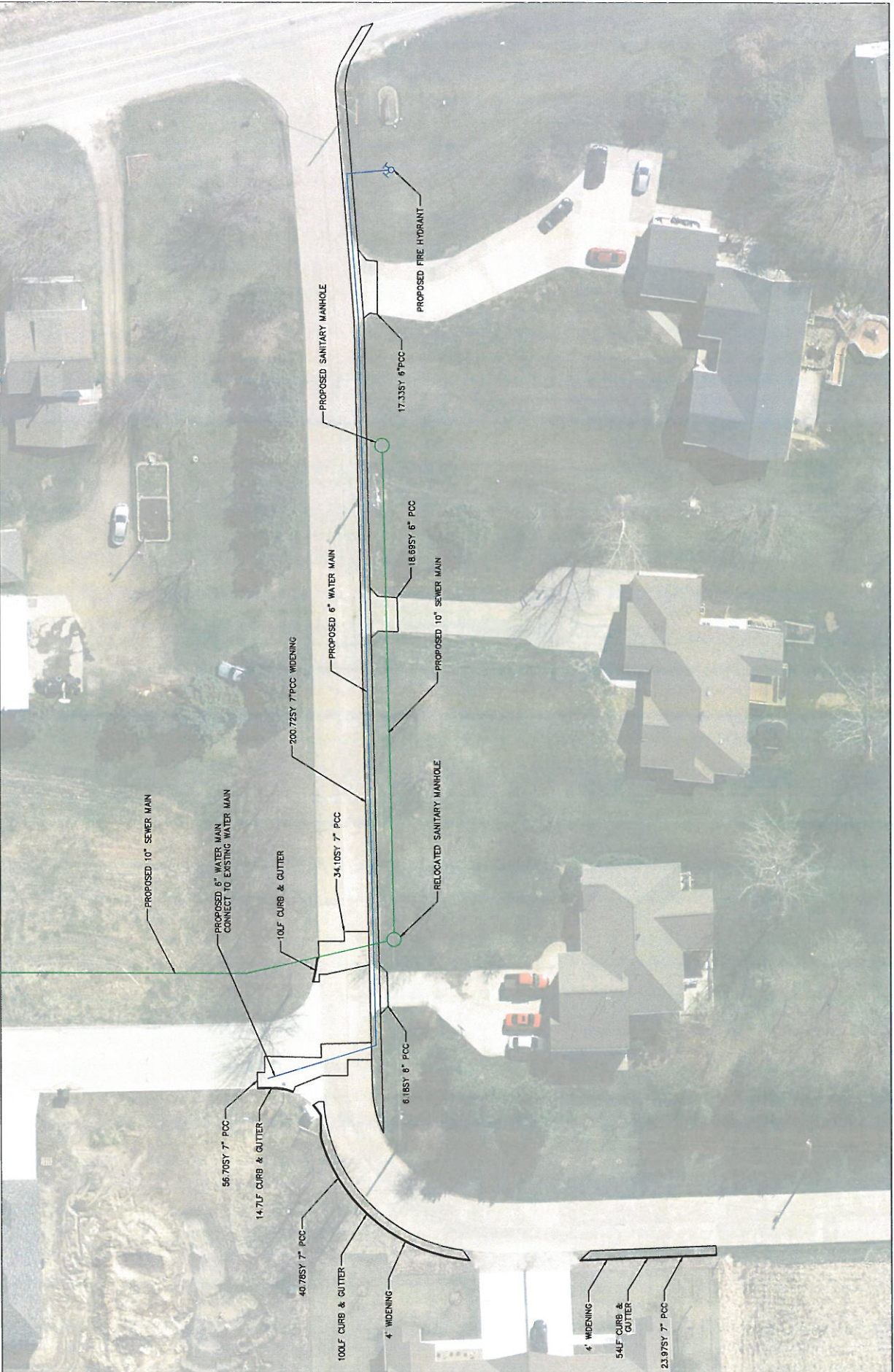
On top of meeting the obligations to the property owners we annexed and improving access to Oakwood Village, the project also has several additional public benefits: 1) The widened road will be closer to the width of a standard street (current width is only around 20'), and we will hopefully improve the safety of the intersection with Wayland Road with this widening; 2) Adding curb & gutter and widening to the curve will help keep trucks delivering to the Country Club from going off the street and putting tracks in the front yard of the new condos located there; and 3) The water main extension puts us closer to looping Timber Ridge and Oakwood- when the project is done, we will only need to install about 700' in additional water main headed north on the west side of Wayland Road to loop this entire area.

The project is paid for by funds from the Oakwood and Timber Ridge TIF districts that are specifically for this purpose, so there is no impact elsewhere in the budget.

**City of Washington M/C Department  
Country Club Road Improvements Project 2016**

<u>#</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>		<u>Unit Price</u>	<u>Extended Price</u>
<b>Pavement/General</b>						
1	Modified Subbase	Ton	125	\$	15.00	\$ 1,875.00
2	Geo-Grid	SY	390	\$	1.50	\$ 585.00
3	PCC Pavement, 7" (6" in driveways)	CY	95	\$	120.00	\$ 11,400.00
4	24" Epoxy-Coated Rebar	Ea.	600	\$	0.76	\$ 456.00
5	Saw-Cut Existing Pavement	LS	1	\$	300.00	\$ 300.00
6	Seed & Fertilize	LS	1	\$	500.00	\$ 500.00
<b>Sewer</b>						
7	Manhole, Sanitary Sewer	Ea.	2	\$	1,293.00	\$ 2,586.00
8	7" Manhole Castings	Ea.	3	\$	200.00	\$ 600.00
9	Concrete for Collars/Inverts	SY	5	\$	120.00	\$ 600.00
10	10" SDR 35 Sewer Pipe	LF	322	\$	3.88	\$ 1,249.36
11	10" C900 Water Main Pipe (Well Sep. Issue)	LF	240	\$	8.25	\$ 1,980.00
12	6" Romac Sewer Saddle	Ea.	1	\$	125.00	\$ 125.00
<b>Water</b>						
13	6" PVC Water Main	LF	460	\$	3.15	\$ 1,449.00
14	Valve, Gate, 6"	Ea.	2	\$	485.12	\$ 970.24
15	Fire Hydrant Assembly	Ea.	1	\$	1,775.00	\$ 1,775.00
16	Water Saddle, 6" x 1"	Ea.	3	\$	66.33	\$ 198.99
17	Corp Connection	Ea.	3	\$	83.19	\$ 249.57
18	Curb Box	Ea.	3	\$	142.31	\$ 426.93
19	1" Type K Copper Service Lines	LF	100	\$	3.25	\$ 325.00
20	Mechanical Joint Tee	Ea.	1	\$	76.50	\$ 76.50
21	Mechanical Joint Bolts & Restraint	Ea.	6	\$	39.00	\$ 234.00
Projected Costs						\$ 27,961.59
Contingency (15%)						4,194.24
<b>Proposed Project Budget</b>						<b>\$ 32,155.83</b>





## Nick Pacha

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**From:** Nick Pacha  
**Sent:** Tuesday, July 26, 2016 11:04 AM  
**To:** Brent Hinson  
**Subject:** Bath house roof replacement

The parks board had discussion and action at its last meeting on 7/13/16 on contractors for replacement of the pool bathhouse roof this late summer/early fall.

I solicited 3 bids for the project.

- Brennehan Builders = \$9,015
- Hagans home repair = \$10,275
- Homes by Hamilton = \$19,955

With all things being equal, 30 year shingles, 30lb felt, tear off, disposal, and extra charges for any damaged sheeting repair. The Park board made the motion to go with Brennehan Builders.

Please let me know if you have any questions.

Thanks,



**Nick Pacha**

Parks Superintendent  
City of Washington (Pop. 7,266)  
215 East Washington St.  
Washington, IA 52353  
(p) 319-653-5220

*Budgeted at \$12,000.*

*BH*



# ESTIMATE

Brenneman Builders  
2605 Highway 22  
Riverside, IA 52327  
(319)430-9569

DATE: JULY 5, 2016

TO Washington Pool

	DESCRIPTION		
	Tear off and remove 1 layer of old shingles, replace 42 square of shingles with Owens Corning Duration Shingles		
	Cut in and install lo-omni ridge vent where needed		
	Repaper roof with 30 pound felt, and use ice and water barrier where needed		
	Labor and Materials	Total	\$9015.00*
	*To Install new drip edge would be an additional \$300.00		
	*Any additional layers of old shingles to remove and any sheeting repair found after tear off will be an additional charge*		

HAGANS HOME REPAIR  
RICK HAGANS  
106 W 17TH ST  
WASHINGTON, IA 52353  
319-553-2575

# JOB ESTIMATE

PHONE

DATE 12-12-14

TO

5 yr. Workmanship  
Guarantee

Pool Roof

JOB DESCRIPTION

TEAR off Existing Roof and Replace

Color

30 yr. Landmark Shingle

30 # Roofing Felt

ODS Roof Tiling

Valley Flashing / Rubber Boot

Ridge Vent

Materials + Labor

10,000-

Truck

Waste Removal

275-

Upon delivery of materials a check  
for 6000<sup>00</sup> is NEEDED - The Remaining  
Balance when job is complete.

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED  
ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT  
INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR  
AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN  
PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE  
WORK IS STARTED

ESTIMATED  
JOB COST

10,275.00

ESTIMATED  
BY

Rick Hagans

**Homes By Hamilton LLC**

Questions? Call Jason M-F 8am-5pm: 319-217-2180

E-mail Us: [jhamilton@homes-by-hamilton.com](mailto:jhamilton@homes-by-hamilton.com)

Project	Date
	5/3/2016

# Estimate

Description	Total
Architectural grade laminated shingles. Oakridge, 30 year, algae-resistant	
Material, per SQ	6,443.90
Labor, per SQ	3,776.06
Hip and ridge shingles with sealant. High ridge, algae-resistant	
Material, per LF	819.66
Labor, per LF	233.03
Roofing felt. 30-pound, ASTM-D226	
Material, per SQ	881.96
Labor, per SQ	309.47
Ridge ventilators. 4' long, hinged for steep roof	
Material, per Ea	0.00
Labor, per Ea	0.00
Ridge vent rolled. 10' long, black	
Material, per Ea	152.62
Labor, per Ea	185.41
Ice and water shield. 2 SQ roll (Six feet from leading edge and valleys)	
Material, per SF	1,576.59
Labor to install building papers. Self-adhesive, typical	
Labor, per SF	339.19
Flashing, galvanized steel. Valley cover	
Material, per LF	0.00
Labor, per LF	0.00
Shingle starter strip. Per linear foot	
Material, per LF	234.30
Labor, per LF	222.50
No Caulk Pipe Flashing. Vent pipe flash cone, 3 in.-4 in. pipe	
Material, per Ea	29.19
Labor, per Ea	33.18
Aluminum drip edge. 2-3/4 in. x 1-3/4 in. x 10', white	
Material, per Ea	285.78
Labor, per Ea	431.38
Removal of single-layer asphalt shingles. (2.5 Sq per CY and 240 lbs per Sq) ***10,800lbs***	
Labor, per SQ	2,295.22
Dumpster. Hauling cost, per load	
Subcontract, per Ea	1,029.60
Dumpster. Add to per load charge, per ton	
Subcontract, per Ton	445.50
OSB roof sheathing. 7/16 in. x 4' x 8'	
Material, per SF	0.00
Labor, per SF	0.00
Roofing nail coils. 3 penny, 1-1/4 in., 7,200 nails, galvanized	
Material, per Box	102.86
Galvanized roofing staples	
Material, per Box	69.64
*Architectural Roofing subtotal	19,897.03
Studs. 2 in. x 4 in. x 96 in.	
Material, per Ea	0.00
Labor, per Ea	0.00
OSB floor sheathing. 1/2 in. x 4' x 8' (Estimated Sheeting Damage)	
Material, per Ea	24.91
Labor, per Ea	33.79
Plain shank stick collated framing nails. 3-1/2 in. x 0.131 in., coated, box of 2,000	
Material, per Box	0.00
*Site Protection subtotal	58.70

**Total**

## Homes By Hamilton LLC

Questions? Call Jason M-F 8am-5pm: 319-217-2180

E-mail Us: [jhamilton@homes-by-hamilton.com](mailto:jhamilton@homes-by-hamilton.com)

Project	Date
	5/3/2016

# Estimate

Description	Total
Extension boom rental. 8,000 lb, 40' lift, 4 wheel steering, Rental for Week Equipment, per Ea	0.00
*Project Subtotal	19,955.73
*Project Total	19,955.73

All work and material purchased from Homes by Hamilton comes with a two year transferable warranty. Warranty covers materials supplied by us and the labor. Client has a continuous opportunity to receive a \$50 referral check for each referral received that results in a signed contract of \$3000 or more.

**Total**

**\$19,955.74**

*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*

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## **Memorandum**

July 28, 2016

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

From: Brent Hinson  
City Administrator

Re: 28E Recycling Center RFP

We had a few unresolved issues as of the last meeting, so the Council chose to table this item. I believe we are now ready to move forward with the revised Request for Proposals (RFP) document. The Board of Supervisors will also be reconsidering this document on August 2. If both boards approve, the document would be sent out to qualified vendors to solicit bids on the operation of the center. For ease of review, I have given you a marked up version, with changes relative to the 7/14/16 version you reviewed at the last meeting.

By approving the RFP, the Council would be agreeing to the form of contract presented in Exhibit A, which was prepared by County Attorney Shawn Showers. Of course, the actual contract with the selected vendor would need to be considered by both boards at a later time. This consideration, as per the schedule outlined in the RFP, is expected to take place on September 20. The new contract would not start until December 1, since it would be necessary to give the current contractor 60 days notice if a different contractor were selected through this process.



# **Request for Proposals Operation of Joint City/County Recycling Center & Solid Waste Transfer Station**

## ***WASHINGTON COUNTY/ CITY OF WASHINGTON***

Any alterations to this document made by the Contractor may be grounds for rejection of proposal, cancellation of any subsequent award, or any other legal remedies available to the Agencies.

### **1.0 Purpose/Objective**

Washington County and the City of Washington (hereinafter, "the Agencies") have jointly issued this Request for Proposals (hereinafter, "RFP") for the purpose of obtaining proposals from interested and qualified Contractors to operate a solid waste transfer station for rural residents and a joint recycling center (hereinafter, "the Center") located on a site owned by Washington County at 2170 Lexington Boulevard, Washington, Iowa.

### **1.1 Background**

The Agencies currently operate the Center under a contractual agreement with a private contractor. The existing arrangement has been in place for many years, but the Agencies have worked to refine the model for purposes of this RFP to facilitate maximum operational efficiency moving forward.

Curbside recycling from Washington city residents is delivered to the Center by the City's contractor, sorted into separate bins for paper/newspaper, plastic, metal and clear glass. Corrugated cardboard is also collected and delivered to the Center. The Center currently accepts plastics numbered 1,2,5 and 7. The City currently has 2,543 residential recycling customers.

Rural residents of Washington County may bring their recyclables or solid waste to the Center. There is currently no charge to residents for these services, although the County may be interested in examining this in the future. In a typical year, tipping fees have been \$115,000, which equates to 2,300 tons of solid waste.

The Center also acts as a dropoff site for the service area covered by the Agencies for miscellaneous waste including tires, car batteries, appliances, electronic waste and household hazardous waste. Household hazardous waste disposal is currently managed by the SEMCO landfill. Specific charges ~~set~~agreed to by the Contractor and the Agencies apply to each of these items. See the financial analysis attached as Exhibit C for additional information.

### **1.2 Inquiries**

For purposes of properly addressing any questions related to this RFP equitably with all interested parties, parties that may have interest in bidding on the contract are asked to provide some electronic means of contact (e-mail or fax preferred) as soon as practical upon receipt of this RFP. Direct questions related to this RFP should be directed to Brent Hinson, City Administrator. Submit such questions in writing, via email (preferred) to

[bhinson@washingtونيowa.net](mailto:bhinson@washingtونيowa.net), or by fax at (319) 653-5273. Please include the RFP page and paragraph number for each question in order to ensure that questions asked are responded to correctly. Answers to any RFP questions will also be posted on the City's website at [www.washingtونيowa.net](http://www.washingtونيowa.net) and the County's website at [co.washington.ia.us](http://co.washington.ia.us).

Prospective Contractors must clearly understand that the only official answer or position of the Agencies will be the one stated in writing.

### 1.3 Method of Source Selection

The Agencies are using the Competitive Sealed Proposals method of source selection, for this procurement. An award, if made, will be made to the responsible Contractor whose proposal is most advantageous to the Agencies.

The Agencies may, as is deemed necessary, conduct discussions with responsible Contractors that have been determined to be reasonably suspected of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to solicitation requirements.

### 1.4 Projected Timetable

RFP Issued: ~~July 20~~ August 2, 2016

Proposal Closing Date and Time: ~~August 17~~ September 15, 2016 at 10:00 a.m.

Opening of Sealed Proposals: ~~August 17~~ September 15, 2016 at 10:00 a.m.

Consideration of Proposals by Agencies: ~~August 23~~ September 20, 2016

Projected Contract Execution: ~~August 30~~ September 27, 2016 or as soon as practical

Projected Contract Start Date: ~~October~~ December 1, 2016

## 2.0 General Description of Required Performance Outcomes

At a minimum, the contractor must achieve and maintain the performance outcomes listed below, and remain consistent with performance standards agreed to by all parties through a contract as a result of this RFP. Contractors may propose additional performance outcomes or services beyond those minimally required by this RFP and may offer to charge additional fees for such outcomes or services.

### 2.1 Scope of Work

Service(s) to be provided are as described above in Section 1.1. The Agencies anticipate that the terms of the sample contract (Exhibit A) will form the basis for a contract with the selected Contractor.

The Contractor shall be responsible for marketing the recyclables collected at the Center, and will keep any revenue from these sales.

The Contractor shall be responsible for hauling all solid waste to the SEMCO landfill located near Richland, Iowa, and will be responsible for paying all tipping fees.



The Contractor shall be responsible for the oversight and management of the collection of miscellaneous ~~and household hazardous~~ waste as described in Section 1.1 and as listed in Addendum A to the sample contract, as well as arranging for the safe final disposal of said items. The SEMCO landfill manages and disposes of household hazardous waste collected at the Center.

The Contractor shall be responsible for the reasonable upkeep and maintenance of the County-owned site and buildings, and shall coordinate with the County on any capital improvements desired or major building or site maintenance issues experienced. Contractor shall be responsible for maintaining site and grounds in a manner acceptable to the Agencies, as further described in Section 3.0.

The Contractor shall be responsible for providing any equipment necessary for the proper operation of the Center, including dumpsters, bailing machines, etc.

The Agencies will direct all calls regarding complaints and/or questions related to the Center to the Contractor. The contractor is expected to be reasonably available and responsive to inquiries or complaints from the Agencies and the general public throughout the contract period.

## 2.2 Contract Duration

The initial term of this contract shall be for thirty-~~three (33)~~one (31) months, beginning ~~October~~December 1, 2016, and terminating on June 30, 2019.

## 2.3 Proposal Cost Format

Proposals must be in the following format to be considered as the RFP Cost Format. Rates quoted are expected to cover the Contractor's cost of operating the Center, less the revenue received by the Contractor from sales of recyclables, etc. Contractor may offer the Agencies other offerings or service enhancements as part of the proposal. Proposals shall provide at least the following:

- Monthly rate for recycling operations and collection of miscellaneous waste as described in Section 1.1.
- Monthly rate for collection and disposal of solid waste received from rural residents, keeping in mind that the Contractor is responsible for the payment of all tipping fees at the SEMCO landfill.

## 2.4 Landfill Cost Increase Surcharge

The County will allow a pass-through surcharge for future landfill tipping fee increases at the SEMCO landfill. This tipping fee surcharge applies only to a part of the monthly charges that may be attributable to landfill costs, and any adjustments will only be made upon presentation of acceptable documentation to justify the increase. The same principle will be applied in reverse should landfill tipping fees decrease, in that this decrease in cost will be passed along to the County.

## 3.0 Constraints on Contractor



The Contractor shall perform service in accordance with all applicable state and local laws, and shall be specifically responsible for compliance with DNR regulations related to sites such as the Center. The Contractor shall be responsible for keeping a well-maintained site, including ensuring that the site is properly mowed and trimmed, snow is properly removed and that any loose papers or other debris are picked up promptly.

#### 4.0 Contractor's Personnel Requirements

The Contractor must provide a central point of contact person(s) to ensure coordination of each service and/or program, as well as individuals that have the necessary expertise to "troubleshoot" the provided solution.

#### 5.0 Contractor's Responsibilities

Before submitting a proposal, each Contractor shall make all investigations and examinations necessary to ascertain all conditions and requirements affecting the full performance of the contract. No pleas of ignorance of such conditions and requirements resulting from failure to make such investigations and examinations will relieve the successful Contractor from any obligation to comply with every detail and with all provisions and requirements of the contract documents, or will be accepted as a basis for any claim whatsoever for any monetary consideration on the part of the Contractor.

#### 6.0 Terms and Conditions of Contract for Services

A contract resulting from this RFP shall be subject to the terms and conditions set forth in the attached sample contract for the Operation of Joint City/County Recycling Center & Solid Waste Transfer Station. (*See Exhibit A*).

#### 7.0 Compliance with the RFP

Proposals must be in strict compliance with this Request for Proposals. Failure to comply with all provisions of the RFP may result in disqualification.

#### 7.1 Acknowledgement of Insurance Requirements

By signing its proposal, the Contractor acknowledges that it has read and understands the insurance requirements for the proposal as set forth in the sample contract. The Contractor also understands that the evidence of required insurance must be submitted within fifteen (15) working days following notification of its offer being accepted; otherwise, the Agencies may rescind acceptance of the Contractor's proposal.

#### 7.2 Delivery of Proposals

All proposals shall include Exhibit B completed and shall be addressed, sealed and delivered before 10:00 o'clock a.m. on ~~August 17~~ September 15, 2016 to:

Solid Waste RFP  
ATTN: Dan Widmer, County Auditor  
Washington County  
222 West Main Street  
Washington, IA 52353

The Agencies will not accept any proposals received after the date/time stated herein, and shall request Contractor to make arrangements to retrieve late proposals. The Agencies shall not bear the responsibility for proposals delivered past the stated date and/or time, or to an incorrect address by Contractor's personnel or by the Contractor's outside carrier.

### 7.3 Evaluation of Proposals (Procedure)

The Agencies will first examine proposals to eliminate those that are clearly non-responsive to the stated requirements. Therefore, Contractors should exercise care in reviewing the proposal format required for this RFP.

Officials representing the Agencies shall then score all proposals based upon the evaluation factors detailed herein.

The Agencies reserve the right to withdraw this RFP at any time and for any reason, and to issue such clarifications, modifications, and/or amendments as they may deem appropriate.

Receipt of a proposal by the Agencies or a submission of a proposal to the Agencies offers no rights upon the Contractor nor obligates the Agencies in any manner. The Agencies reserve the right to waive minor irregularities in proposals, provided that such action is in the best interest of the Agencies as determined by their governing bodies.

### 7.4 Ambiguity, Conflict, or Other Errors in the RFP

If a Contractor discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, they shall immediately notify the Agencies of such error in writing and request modification or clarification of the document. Inquiries are to be handled in the manner described in Section 1.2 of this RFP. Representatives of the Agencies will make modifications by issuing a written revision and will give written notice to all parties who have received this RFP.

The Contractor is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error in the Request for Proposals prior to submitting the proposal or it shall be waived.

### 7.5 Proposals and Presentation Costs

The Agencies will not be liable in any way for any costs incurred by any Contractor in the preparation of its proposal in response to this RFP, nor for the presentation of its proposal and/or participation in any discussions or negotiations.

### 7.6 Rejection of Proposals

The Agencies reserve the right to accept or reject in whole or in part any or all proposals submitted. The Agencies shall reject the proposal of any Contractor that is determined to be non-responsive. The unreasonable failure of a Contractor to promptly supply information in connection with respect to responsibility may be grounds for a determination of non-responsibility.

### 7.7 Acceptance of Proposals

The Agencies shall accept all proposals that are submitted properly. However, the Agencies reserve the right to request clarifications or corrections to proposals.

#### 7.8 Requests for Clarification of Proposals

Requests by the Agencies for clarification of proposals shall be in writing. Said requests shall not alter the Contractor's pricing information contained in its proposal. Inquiries are to be handled in the manner described in Section 1.2 of this RFP.

#### 7.9 Validity of Proposals

All proposals shall be valid for a period of ninety (90) days from the submission date.

#### 7.10 Response Format

Proposals should be prepared simply and economically, providing a straightforward concise description of the Contractor's approach and ability to meet the Agencies' needs, as stated in the RFP.

#### 7.11 No Lobbying

To ensure fair consideration for all prospective bidders throughout the duration of the formal solicitation process, the Agencies prohibit communication whether direct or indirect, regarding the subject matter of the bid or specifications by any means whatsoever whether oral or in writing with any elected official from the issuance of specifications until the respective governing bodies of the Agencies make the award. Communications initiated by the bidder may be grounds for disqualifying the offending bidder from consideration of award or any future bid proffered by the Agencies.

**SAMPLE Joint Washington City/County Recycling Center & Solid Waste Transfer Station Agreement**

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2016, by and between the City of Washington, Iowa and Washington County, Iowa, hereinafter called "AGENCIES", and \_\_\_\_\_ hereinafter called "CONTRACTOR".

Both parties hereto agree as follows:

**DEFINITIONS**

AGENCIES— Refers to City Council of the City of Washington and the Board of Supervisors of Washington County, which each governing body will jointly administer this Agreement on behalf of the respective political subdivisions. In performing its administration duties, each entity may name one member as its representative for purposes of this Agreement, however, it shall not be a separate entity as defined in Section 28E.5 of the Code of Iowa.

APPLIANCES – Includes, but is not limited to, refrigerators, freezers, kitchen ranges, air conditioning units, electronics, dehumidifiers, water heaters, furnaces, thermostats, clothes washers, clothes dryers, dishwashers, microwave ovens and commercial coolers.

CONTRACTOR – \_\_\_\_\_, the business performing refuse collection and disposal under Contract with the AGENCIES.

GARBAGE, REFUSE, RUBBISH – Animal or vegetable wastes resulting from the handling, preparation, cooking, serving or consumption of food, including food containers. Discarded waste material in a solid or semi-liquid state and non-putrescible solid waste consisting of noncombustible materials.

RECYCLABLES - For purposes of this Contract, shall constitute #1 - #7 plastics, tin and aluminum in consumer form, newsprint (including magazines, but not the bindings of hardcover books), glass bottles in consumer form (clear, green, and brown), #2 corrugated cardboard.

SERVICE AREA – The unincorporated areas of Washington County and the City of Washington, Iowa.

WASHINGTON ~~COUNT~~COUNTY, IOWA RECYCLING CENTER & SOLID WASTE TRANSFER STATION – From hereinafter, shall be referred to as "Recycling Center", for purposes of this Agreement.



~~SERVICE AREA — The unincorporated areas of Washington County and the City of Washington, Iowa.~~

## SCOPE OF AGREEMENT

CONTRACTOR and AGENCIES agree that CONTRACTOR shall operate and manage a Recycling Center, in which residents living in the service area may deposit recyclable materials, oils, batteries, and appliances for processing and recycling. CONTRACTOR agrees to utilize only certified haulers for the recycling of appliances and electronics.

All RECYCLABLES as defined in the definition section of this contract will be accepted from Washington County service area residents free of charge. Addendum A identifies the fees for all other items. -Fee changes may only be made with the express approval of the governing boards of the AGENCIES.

~~The CONTRACTOR waives all tipping fees shall be responsible for de minimus quantities receiving and disposing of recyclables/garbage/refuse/rubbish for the following entities: solid waste dropped off by rural Washington County. — residents or by Washington County staff. CONTRACTOR shall pay all tipping fees and hauling charges.~~

CONTRACTOR is responsible for upkeep and day-to-day operations of facility.

CONTRACTOR agrees with AGENCIES that during the term of this Agreement, CONTRACTOR shall operate, receive and dispose of Recyclable materials transported to the Recycling Center by customers within the service area based on the terms of this agreement.

TERM – The term of this Contract shall be for thirty-~~six (36)~~one (31) months, beginning on ~~October~~December 1, 2016/~~November 1, 2016~~, and terminating on June 30, 2019.

## SERVICE, OPERATIONS AND PERFORMANCE

COLLECTION – CONTRACTOR shall be responsible for sorting, packaging, and transportation all Recyclables, Appliances, oil and batteries brought to the Recycling Center. CONTRACTOR shall be responsible for the management and employment of personnel working in the Recycling Center. CONTRACTOR expressly agrees that it is being engaged as an independent contractor, and therefore solely responsible for the payment of all personnel assigned by CONTRACTOR to provide services at the Recycling Center.

CONTRACTOR agrees to abide by all federal, state, and local regulations, ordinances, and laws applicable to the operating of the Recycling Center and the packaging and hauling away of materials described in this Agreement.

OFFICE HOURS - CONTRACTOR shall operate the Recycling Center and keep Recycling Center open to the public on Mondays thru Fridays, 7:30 am to 4:00pm and Saturdays from 7:00am to 12:00pm. On the following Holiday schedule the Recycling Center shall be closed;

New Year's Day	
President's Day	
Memorial Day	
Independence Day	
Labor Day	Christmas

Appliances, as defined by the DNR, that are delivered to the Center, shall be delivered to a DNR licensed de-manufacturer or holding facility.

CONTRACTOR will work with the AGENCIES to educate the residents of the service area anytime a change in the structure of recycling changes. This would include public notices and the preparation and dissemination of educational materials.

FEES – CONTRACTOR agrees to assume all recycling and processing fees for RECYCLABLES, licensing, [tipping fees](#), [hauling fees](#), and all other applicable fees, and any cost assessed in connection with the operation of the Center.

AGENCIES agrees that in the event contractor becomes subject to any fees, taxes, or surcharges imposed by any governmental entity in connection with operating the Recycling Center, Contractor shall be allowed to add fees in this agreement and Addendum A upon 30 days written notice to the AGENCIES.

NOTIFICATION- Prior to any changes to the terms of this agreement, the CONTRACTOR and AGENCIES shall enter into an Amendment of this Agreement.

NOTICES- All notices contemplated under this Agreement shall be made in writing and delivered to the other part(ies) via hand delivery or via U.S. Mail, postage prepaid, to the addresses below:

WASHINGTON COUNTY  
County Auditor's Office  
PO BOX 889  
222 W. Main Street  
Washington, IA 52353

CITY OF WASHINGTON



c/o City Administrator  
215 E. Washington Street  
Washington, IA 52353

**CONTRACTOR**  
**TBD**

Notices shall be deemed to be given when received by the other parties via hand delivery, and one (1) day after written notice is deposited in the U.S. Mail, postage prepaid, and addressed according to the foregoing information. During the term of this Agreement, each party shall be responsible for updating any contact information.

**INDEMNITY** – CONTRACTOR will indemnify and save harmless the **AGENICES AGENCIES**, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorney's fees, and any other costs of defense resulting from a willful or negligent act or omission of CONTRACTOR, its officers, agents, servants, and employees in the performance of this Agreement; provided, however that CONTRACTOR shall not be liable for any suits, actions, legal proceedings, claims, demands, costs, expenses, and attorney's fees arising out of a willful or negligent act or omission of the **AGENICES AGENCIES**, its officers, agents, servants, and employees.

**DISCRIMINATION** – Neither the CONTRACTOR nor any SUBCONTRACTOR or person(s) acting on their behalf shall discriminate against any person because of race, sex, age, creed, color, religion, national origin, veteran status, or disability.

**INSURANCE** – The CONTRACTOR shall maintain in full force and effect throughout the term of this contract and throughout any extension or renewal thereof the following types of insurance in at least the limits specified below:

Workmen's Compensation

Statutory

General Liability:

Bodily Injury	\$1,000,000 each occurrence \$2,000,000 aggregate
Property Damage	\$1,000,000 each occurrence \$2,000,000 aggregate
Automobile Liability	
Bodily Injury	\$2,000,000 combined
Property Damage	\$1,000,000 each occurrence

Excess Umbrella Coverage

\$2,000,000 each occurrence

Prior to the commencement of work, the CONTRACTOR shall furnish the ~~AGENICES~~AGENCIES with certificates of insurance or other satisfactory evidence that such insurance has been produced and is in force. In addition, said insurance shall name the City of Washington and Washington County as additional insureds under ~~CONTRACTOR'S~~CONTRACTOR'S general liability polic(ies). Said policies shall not thereafter be canceled or be permitted to expire without 30 days written notice of the same to the ~~AGENICES~~AGENCIES.

PERMITS, LICENSES, AND TAXES – CONTRACTOR shall obtain and assume the cost of all licenses and permits and promptly pay all licenses, permits and taxes required by law.

BASIS AND METHOD OF PAYMENT – In consideration of CONTRACTOR'S services in the operation and management of the Recycling Center, hauling of solid waste and solid waste tipping fees, WASHINGTON COUNTY and the CITY OF WASHINGTON shall pay CONTRACTOR a combined fee in the amount of \$ ~~216,000~~ \_\_\_\_\_ annually. Said payments shall be made in twelve (12) equal monthly installments, not later than the 15<sup>th</sup> day of each month after the service is rendered, WASHINGTON COUNTY and the CITY OF WASHINGTON, shall submit a separate payment each month equaling each agency's pro-rata share of the yearly payment.

COST OF SERVICE – The rates submitted by CONTRACTOR and approved and accepted by ~~JOINT BOARD~~AGENCIES shall apply for the first ~~year~~two years of this Contract term; ~~(through June 30, 2018);~~ however, in subsequent years, CONTRACTOR may propose to AGENICES by January 1 to increase the price of the Contract by an amount equal to the percentage increase listed by the Consumer Price Index (CPI); for the month of November, for the Midwest region; ~~annually at Contract anniversary date. Any proposed increase must be forwarded (non-seasonally adjusted), with that change to the AGENICES 60 days in advance of the~~ be effective ~~date~~July 1 of that year.

COMPLIANCE WITH APPLICABLE LAWS – The parties agree that the laws of the State of Iowa shall govern the validity, construction, interpretation, and effect of this Agreement. The CONTRACTOR shall conduct the service of collecting Recycling as provided for by this Agreement in compliance with all applicable federal, state, and local rules, regulations, and laws.

BANKRUPTCY – "Insolvent" for the purposes of this clause shall mean a party's inability to pay its debts as they mature.

A party's insolvency, or voluntary or involuntary bankruptcy, shall not constitute prospective unwillingness and/or inability to perform nor a repudiation of this agreement unless the party fails to give a timely and adequate assurance of its



ability to perform. Until such assurances are received, the demanding party may suspend, if commercially reasonable, any performance due upon its part unless already paid for. If a party is unable to give adequate assurance, the other party may terminate the contract with seven (7) days written notice. Assumption of this Contract by a bankrupt debtor's trustee shall initially give rise only to a reasonable sense of insecurity and shall not operate as an automatic repudiation, prospective unwillingness to perform, or a breach of the contract where the CONTRACTOR is in the process of voluntary or involuntary bankruptcy.

The AGENICES AGENCIES, at their sole discretion, may terminate this Agreement in the event that the CONTRACTOR becomes insolvent as described above by giving written notice of the same to the CONTRACTOR.

In the event of the CONTRACTOR'S bankruptcy the AGENICES AGENCIES will have the same remedies as provided for BREACH of the Agreement.

CONSTRAINTS ON CONTRACTOR—CONTRACTOR shall perform service in accordance with all applicable state and local laws, and shall be specifically responsible for compliance with DNR regulations related to sites such as the Center. The Contractor shall be responsible for keeping a well-maintained site, including ensuring that the site is properly mowed and trimmed, snow is properly removed and that any loose papers or other debris are picked up promptly.

BREACH OF AGREEMENT – If the CONTRACTOR fails to perform, or to perform in a satisfactory manner, or to perform in accordance with applicable ordinances, the AGENICES AGENCIES shall have the right to demand in writing, adequate assurance from the CONTRACTOR that steps have been or are being taken to rectify the situation. The CONTRACTOR must within three (3) days of receipt of such demand, return to the AGENICES AGENCIES, a written statement that explains reasons for nonperformance or delayed, partial or substandard performance during that period and any continuation thereof. The CONTRACTOR also has the option to appear with an explanation before the AGENICES AGENCIES or their designee(s). Upon receipt of the CONTRACTOR'S statement or the failure of the CONTRACTOR to submit one, the AGENICES AGENCIES may immediately terminate this AGREEMENT and seek the services of another CONTRACTOR to provide the services outlined in this Agreement.

FORCE MAJEURE – Neither the CONTRACTOR nor the AGENICES AGENCIES shall be liable for the failure to perform their duties nor for any resultant damage, loss, etc. if such failure is caused by catastrophe, riot, war, governmental order, or regulation, fine, accident, act of God or other similar or different contingency beyond the reasonable control of the CONTRACTOR or AGENICES AGENCIES. In the case of a severe snowstorm, the Contractor has the right to delay the acceptance of materials by one day (more if condition warrants with the JOINT

BOARD'S AGENICES AGENCIES' approval). Notification shall be made to the AGENCIES AGENCIES as soon as possible if such an option is taken.

If such circumstances persist for more than seven (7) days or if after their cessation the CONTRACTOR is unable to render full or substantial performance for a period of seven (7) days, he may terminate this Agreement upon written notice given in seven (7) days in advance to the AGENCIES AGENCIES.

ASSIGNMENT OF AGREEMENT – No assignment of this Agreement or any right accruing under this agreement shall be made in whole or in part by the CONTRACTOR without the express written consent of the AGENCIES AGENCIES, which consent shall not be unreasonably withheld. The delegation of any Agreement duties will not relieve the CONTRACTOR of any liability and/or obligation to perform. In the event of any delegation of a duty, the delegate shall assume full responsibility and liability for performance of that duty without affecting the CONTRACTOR'S liability.

CHANGE OF OWNERSHIP – In the event that the CONTRACTOR'S business assets are sold, the AGENCIES AGENCIES maintains the right to hold the original owner solely liable. If, however, the AGENCIES AGENCIES determines that the new ownership can adequately and faithfully render the services called for in the Agreement for the remaining term of the Contract, then the AGENCIES AGENCIES, at their sole discretion, may elect to execute a novation allowing the new ownership to assume the rights and duties of this agreement and releasing the previous ownership of this Agreement and all obligation and liability.

WAIVERS – A waiver by either party of any breach of any provisions hereof shall not be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provisions itself. No payment or acceptance of compensation for any period subsequent to any breach shall be deemed a waiver of any right or acceptance of defective performance.

Where the condition to be waived is a material part of the Agreement such that its waiver is a material part of the parties, the waiver must be supported by consideration and take the form of an Agreement modification as provided for elsewhere in this section.

ILLEGAL AND INVALID PROVISIONS – Should any term, provision or other part of this Agreement be declared illegal, it shall be excised and/or modified to conform to the appropriate laws or regulations. Should any term, provision or other part of this Agreement be held to be inoperative, invalid, or unenforceable, then such provision or portion thereof shall be formed in accordance with applicable laws or regulations. In both cases the remainder of the Agreement shall not be affected but shall remain in full force and effect.



JOINT AND SEVERAL LIABILITY – If the CONTRACTOR is comprised of more than one individual, corporation or other entity, each of the entities comprising the CONTRACTOR shall be jointly and severally liable.

BINDING EFFECT – The provisions, covenants, and conditions in this agreement apply to bind the parties, their legal heirs, representatives, successors, and assigns.

AMENDMENT TO AGREEMENT – No modification or Amendment of the terms hereof shall be effective unless written and signed by the authorized representatives of all parties entitled to receive a right or obligated to perform a duty under this Agreement. A signed original is to be fastened to the original Agreement with signed copies retained by all parties.

The written modification is not to become effective for a period of sixty (60) business days during which time either party may revoke the writing upon delivery to the other party of a written notice of that effect, dated and signed by a notary. The ~~AGENICES reserves~~AGENCIES reserve the right to consider amendments to this agreement such as fees for garbage pickup.

The agreement is effective from the 1st day of ~~October/November~~December, 2016, and shall expire on the 30<sup>th</sup> day of June, 2019, with the provision, however, that the ~~AGENICES~~AGENCIES may terminate this Agreement upon notice to CONTRACTOR when and if said CONTRACTOR shall cease to be licensed by the provisions set forth above for failure to perform and abide by the terms of this Agreement.

IN WITNESS WHEREOF, the contracting parties have executed this Agreement on the date first written above, executed in duplicate.

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

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

\_\_\_\_\_  
CONTRACTOR Signature

\_\_\_\_\_  
WASHINGTON COUNTY Signature

\_\_\_\_\_  
**CITY OF WASHINGTON Signature**

\_\_\_\_\_  
**Date**

## ADDENDUM A (to Exhibit A of Sample Contract)

### **TIPPING DROP OFF FEES FOR LISTED ITEMS – WASHINGTON CITY/COUNTY RECYCLING RECOVERY CENTER & SOLID WASTE TRANSFER STATION**

#### MISCELLANEOUS WASTE

-----

Car Tires	\$ <u>    </u> \$ <u>    </u>	(off rim)
Car Tires	\$ <u>    </u> \$ <u>    </u>	(on rim)
Heavy Truck Tires	\$ <u>    </u> \$ <u>    </u>	
Appliances	\$ <u>    </u> \$ <u>    </u>	
Car Batteries	\$ <u>    </u> \$ <u>    </u>	
<del>33</del> <del>at</del> <u>Carpet, Mattresses, Household Trash</u>	<u>    </u>	
<u>\$ <u>    </u> Furnishings \$ <u>    </u></u>		
<u>Windows and Doors</u>	\$ <u>    </u>	
<u>Fluorescent Bulbs</u>	\$ <u>    </u>	
Miscellaneous load waste	\$ <u>    </u> \$ <u>    </u>	per pound*
*( <u>\$ <u>    </u></u> minimum to use scale, covers up to 100 pounds)		
Oils	\$ <u>    </u> \$ <u>    </u>	per gallon

#### ELECTRONIC WASTE

-----

Computer monitor	\$ <u>    </u> \$ <u>    </u>
Hard Drive/CPU Unit	\$ <u>    </u> \$ <u>    </u>
Keyboard/Mouse	\$ <u>    </u> \$ <u>    </u>
TV's (27" or smaller)	\$ <u>    </u> \$ <u>    </u>
TV's (28" - 36")	\$ <u>    </u> \$ <u>    </u>
TV's (37" or larger)	\$ <u>    </u> \$ <u>    </u>
VCR's, Stereo components	\$ <u>    </u> \$ <u>    </u>
Desktop Printer	\$ <u>    </u> \$ <u>    </u>
All-In-One Printer/Scanner/Copier	\$ <u>    </u> \$ <u>    </u>
Large Stand Alone Copier	\$ <u>    </u> \$ <u>    </u>
Electronic Waste	\$ <u>    </u> \$ <u>    </u> per pound **
**( <u>\$ <u>    </u></u> minimum to use scale for E Waste, covers first 100 pounds)	

#### ~~OTHER~~

~~Purchase of Yard Waste Bags      \$      (Pack of 5)~~

RECYCLING ~~RESOURCE~~ CENTER WILL NOT ACCEPT:

Yard Waste

Railroad ~~Tires~~ Ties

Large Metal Objects- Cars, Feeders, Fencing, etc.~~...~~.

EXHIBIT B

## RECYCLING CENTER/SOLID WASTE TRANSFER STATION SERVICES PROPOSAL

Name of Contractor:

Address:

Phone Number:

Name of Principal and  
email address::

### PROPOSED CHARGES

	Effective <del>10/12/16</del> <u>12/1/2016*</u>	Effective <del>7/1/2017</del>	Effective <del>7/1/2018</del>
Monthly rate for recycling operations and collection of miscellaneous waste as described in Section 1.1.	\$	\$	\$
Monthly rate for collection and disposal of solid waste received from rural residents, keeping in mind that the Contractor is responsible for the payment of all tipping fees at the SEMCO landfill. <del>.</del> <u>**</u>	\$	\$	\$
<u>Please also complete proposed list of charges in Addendum A to the sample contract.</u>			

~~NOTE:~~\* Price may be increased annually by Midwest CPI subject to the limitations & guidelines stated in the “Cost of Service” section of the contract for services.

\*\* Landfill tipping fee increases are subject to additional surcharge as per Section 2.4 of the Request for Proposals and the contract for services.

### **NARRATIVE**

Please include the following information in your proposal:

- Describe your Company’s experience and qualifications.
- Provide references of other cities, if available, or other customers. Include the contact name, position, phone number, and email address.

## EXHIBIT C

Washington County 28E Recycling Center  
 Budget Analysis FY12 thru FY15  
 4-Year Averages as of 6/30/15

	<u>FY2011-2012</u>	<u>FY2012-2013</u>	<u>FY2013-2014</u>	<u>FY2014-2015</u>	<u>4-Year FY Average</u>
<b><u>Revenues</u></b>					
<b>4020-1-99-0500-541000</b>					
<b>RECYCLABLE DISPOSAL FEE</b>	\$ 8,421.60	\$ 10,166.00	\$ 9,935.40	\$ 8,704.30	\$ 9,306.83
Of Which:					
- Appliances	\$ 2,710.00	\$ 1,735.00	\$ 1,897.00	\$ 1,030.00	
- Carpet	\$ 325.00	\$ 305.50	\$ 195.00	\$ 330.00	
- Electronics	\$ 3,120.00	\$ 5,090.00	\$ 4,590.00	\$ 4,732.00	
- Furniture	\$ 1,037.00	\$ 1,107.00	\$ 1,616.00	\$ 752.00	
- Oil	\$ 164.85	\$ 168.30	\$ 198.65	\$ 40.50	
- Tires	\$ 535.75	\$ 580.00	\$ 548.25	\$ 417.75	
- Trash	\$ 225.00	\$ 480.00	\$ 653.00	\$ 364.00	
- Miscellaneous/Mixed	\$ 304.00	\$ 700.20	\$ 237.50	\$ 1,038.05	
<b>4020-1-99-0500-559000</b>					
<b>OTHER MISC FEE</b>		\$ -	\$ -	\$ -	\$ -
<b>4020-1-99-0500-839200</b>					
<b>SALE OF RECYC MATERIAL</b>	\$ 17,612.06	\$ 14,688.47	\$ 18,163.08	\$ 13,653.04	\$ 16,029.16
Of Which:					
- Cardboard	\$ 16,403.76	\$ 13,441.23	\$ 13,362.22	\$ 11,379.74	
- Glass	\$ 835.80	\$ 713.63	\$ -	\$ -	
- Metal	\$ -	\$ 206.11	\$ -	\$ -	
- Oil	\$ 372.50	\$ 327.50	\$ 175.00	\$ 630.00	
- Plastic	\$ -	\$ -	\$ -	\$ -	
- Mixed*	\$ -	\$ -	\$ 4,625.86	\$ 1,643.30	
<b>4020-1-99-0500-843000</b>					
<b>INSURANCE SETTLEMENTS</b>	\$ -	\$ -	\$ -	\$ -	
<b>4020-2-99-0500-254910</b>					
<b>OTH CONT SRVC- WASH CO</b>	\$ 8,499.99	\$ 4,800.00	\$ 4,800.00	\$ 12,300.04	\$ 7,600.01
<b>4020-2-99-0500-254911</b>					
<b>OTH CONT SRVC- CITY</b>	\$ 8,499.33	\$ 4,050.00	\$ 4,800.00	\$ 12,300.04	\$ 7,412.34
<b>4020-4-99-0500-920000</b>					
<b>SALES OF CAPITAL ASSETS</b>	\$ 500.00	\$ -	\$ -	\$ -	\$ 125.00
<b>Total Revenues</b>	\$ 43,532.98	\$ 33,704.47	\$ 37,698.48	\$ 46,957.42	\$ 40,473.34
<b><u>Expenditures</u></b>					
<b>4020-99-0500-000-25000</b>	\$ 1,494.93	\$ 2,034.78	\$ 2,739.78	\$ 1,449.63	\$ 1,929.78



Washington County 28E Recycling Center  
 Budget Analysis FY12 thru FY15  
 4-Year Averages as of 6/30/15

	<u>FY2011-2012</u>	<u>FY2012-2013</u>	<u>FY2013-2014</u>	<u>FY2014-2015</u>	<u>4-Year FY Average</u>
<b>FUEL/MV</b>					
<b>4020-99-0500-000-29900</b>					
<b>MISC SUPPLIES</b>	\$ 1,070.24	\$ 1,568.34	\$ 1,456.40	\$ 1,077.99	\$ 1,293.24
Of Which:					
- Ace-N-More	\$ 453.83	\$ 400.33	\$ 537.66	\$ 405.71	
- Bruty/Wash Lumber & Home Center	\$ 446.25	\$ 808.45	\$ 904.02	\$ 453.05	
- Other Vendor	\$ 170.16	\$ 359.56	\$ 14.72	\$ 219.23	
<b>4020-99-0500-000-41400</b>					
<b>TELEPHONE &amp; FAX SRVCS</b>	\$ 640.28	\$ 665.15	\$ 679.83	\$ 693.61	\$ 669.72
<b>4020-99-0500-000-42900</b>					
<b>OTHER PROF SRVCS</b>	\$ 35,692.73	\$ 30,532.07	\$ 34,794.05	\$ 36,708.31	\$ 34,431.79
Of Which:					
- Mark's Sanitation	\$ 27,999.96	\$ 27,999.96	\$ 27,999.96	\$ 27,999.96	
- Coleman Construction	\$ -	\$ -	\$ -	\$ 1,650.00	
- Greiner Tire	\$ 1,957.45	\$ 951.40	\$ 992.00	\$ 1,822.30	
- Haifley Truck Repair	\$ -	\$ 628.20	\$ 63.72	\$ 376.84	
- Ideal Ready-Mix	\$ 578.13	\$ -	\$ 1,998.75	\$ -	
- James Redlinger	\$ 96.34	\$ 350.00	\$ -	\$ -	
- Marie Electric	\$ 3,517.14	\$ 98.10	\$ 390.81	\$ -	
- Sinclair Tractor	\$ -	\$ -	\$ -	\$ 3,109.92	
- Stan Jones Welding	\$ 130.12	\$ 504.41	\$ 113.64	\$ 671.86	
- All Other	\$ 1,413.59	\$ -	\$ 3,235.17	\$ 1,077.43	
<b>4020-99-0500-000-43000</b>					
<b>UTILITY SRVCS</b>	\$ 3,001.40	\$ 4,067.78	\$ 4,357.49	\$ 4,059.06	\$ 3,871.43
Of Which:					
- Alliant	\$ 2,386.88	\$ 3,437.78	\$ 3,679.11	\$ 3,423.89	
- City of Washington	\$ 614.52	\$ 630.00	\$ 678.38	\$ 635.17	
<b>4020-99-0500-000-44700</b>					
<b>MISC MAINTENANCE</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4020-99-0500-000-47500</b>					
<b>SANITATION &amp; DISPOSAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4020-99-0500-000-47700</b>					
<b>RECYCLING SRVCS</b>	\$ 11,534.90	\$ 11,080.58	\$ 12,957.79	\$ 19,047.38	\$ 13,655.16
Of Which:					
- Mark's Sanitation	\$ 6,937.50	\$ 5,890.00	\$ 7,212.50	\$ 11,510.00	
- Adrian Trucking	\$ 700.00	\$ 700.00	\$ 1,400.00	\$ 3,675.00	
- Midwest Electronics	\$ 2,402.40	\$ 2,348.85	\$ 2,415.30	\$ 1,770.20	

Washington County 28E Recycling Center

Budget Analysis FY12 thru FY15

4-Year Averages as of 6/30/15

	<u>FY2011-2012</u>	<u>FY2012-2013</u>	<u>FY2013-2014</u>	<u>FY2014-2015</u>	<u>4-Year FY Average</u>
- City Carton	\$ 1,335.00	\$ 876.00	\$ 923.00	\$ 1,634.98	
- Liberty Tire Recycling	\$ -	\$ 1,265.73	\$ 813.24	\$ 457.20	
- Other	\$ 160.00	\$ -	\$ 193.75	\$ -	
<b>4020-99-0500-000-48900</b>					
<b>OTHER SRVCS</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4020-99-0500-000-63800</b>					
<b>OTH MACHINERY &amp; EQUIP</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 53,434.48</b>	<b>\$ 49,948.70</b>	<b>\$ 56,985.34</b>	<b>\$ 63,035.98</b>	<b>\$ 55,851.13</b>
<b>Revenues/Expenditures</b>	<b>\$ (9,901.50)</b>	<b>\$ (16,244.23)</b>	<b>\$ (19,286.86)</b>	<b>\$ (16,078.56)</b>	<b>\$ (15,377.79)</b>
<b>Starting Fund Balance</b>	<b>\$ 61,870.92</b>	<b>\$ 51,969.42</b>	<b>\$ 35,725.19</b>	<b>\$ 16,438.33</b>	
<b>Ending Fund Balance</b>	<b>\$ 51,969.42</b>	<b>\$ 35,725.19</b>	<b>\$ 16,438.33</b>	<b>\$ 359.77</b>	

\* For these transactions, no data is available on the exact amount received for each type of recyclable. These include:

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
07/29/2013	Strategic Materials	Sale of Glass & Plastic	\$804.28
02/12/2014	Strategic Materials	Sale of Glass & Plastic	\$551.75
06/11/2014	Mark's Sanitation	Sale of Plastic/Cardboard	\$3,269.83
09/02/2014	Strategic Materials	Sales of Glass & Plastic	\$804.86
05/07/2015	Strategic Materials	Sales of Glass & Plastic	\$838.44

(This Notice to be Posted)

NOTICE AND CALL OF MEETING

Governmental Body: City Council  
City of Washington, Iowa

Date of Meeting: August 1, 2016

Time of Meeting: 6:00 p.m.

Place of Meeting: City Hall, Council Chambers  
120 E. Main Street  
Washington, IA 52353

PUBLIC NOTICE IS HEREBY GIVEN that the above-mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

1. Public Hearing and Resolution Approving Proceeding with the Issuance and Sale of not to Exceed \$6,400,000 Aggregate Principal Amount of Revenue Bonds (United Presbyterian Home Project) Series 2016, of the City of Washington, Iowa, and related matters.
2. Such additional matters as are set forth on the additional 2 page(s) attached hereto (attach copy of agenda).

This Notice is given at the direction of the City Council, pursuant to Chapter 21, Iowa Code, as amended, and the local rules of said governmental body.

  
\_\_\_\_\_  
ILLA EARNEST, City Clerk

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

PUBLIC HEARING AND RESOLUTION APPROVING  
PROCEEDING WITH THE ISSUANCE AND SALE OF NOT TO  
EXCEED \$6,400,000 AGGREGATE PRINCIPAL AMOUNT OF  
REVENUE BONDS (UNITED PRESBYTERIAN HOME PROJECT)  
SERIES 2016 OF THE CITY OF WASHINGTON, IOWA, AND  
RELATED MATTERS.

WHEREAS, the City of Washington, Iowa, (the "City"), is authorized by Chapter 419 of the Iowa Code, as amended (the "Act"), to issue revenue bonds for the purpose of constructing, equipping and furnishing a 2,560 square foot, two story addition adding skilled nursing units, and wellness, fitness and therapy facilities located at 1203 East Washington Street, Washington, Iowa (hereinafter "Project") and to loan the proceeds from the sale of such bonds, pursuant to a Loan Agreement, to The United Presbyterian Home of Washington, Iowa, an Iowa nonprofit corporation (hereinafter referred to as the "Borrower"), to be used for the aforesaid purposes; and

WHEREAS, Borrower is an organization described in section 501(c)(3) of the Internal Revenue Code which is exempt from tax under section 501(a) of the Internal Revenue Code (a "Tax Exemption Organization"); and

WHEREAS, the City has determined said Project will create and maintain additional opportunities for residents of the City and the surrounding area, and will provide and induce other public benefits flowing from the conduct of enhanced operations which will add to the welfare and prosperity of the City and its inhabitants; and

WHEREAS, a notice of hearing on the proposal to issue not to exceed \$6,400,000 aggregate principal amount of Revenue Bonds (United Presbyterian Home Project) (the "Bonds"), of the City of Washington, Iowa, has been published as required by law; and

WHEREAS, a public hearing has been held at the time and place as specified in said notice of hearing and any and all objections or other comments relating to such Bonds have been heard and it is deemed to be in the best interests of the City, that said Bonds be issued as proposed.

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

Section 1. That the publication of the Notice of the Public Hearing in The Washington Evening Journal on July 15, 2016, is hereby ratified and confirmed.

Section 2. That it is hereby determined that it is necessary and advisable that the City proceed with the issuance of the Bonds all as authorized and permitted by the Act and Sections 103 and 141-150 of the Internal Revenue Code of 1986, as amended, and to loan the proceeds of the sale of the Bonds to the Borrower, all upon terms and conditions mutually satisfactory to the City and the Borrower.

Section 3. That at the public hearing conducted by this Council as required by the Act and Section 147(f) of the Internal Revenue Code of 1986, as amended, and pursuant to published notice, all persons who appeared were given an opportunity to express their views for or against the proposal to

issue said Bonds and it is hereby determined that any and all objections to the issuance of the said Bonds, are hereby overruled.

Section 4. This Resolution increases the amount of Bonds to be issued for Borrower by \$740,000 and no amount above \$6,400,000 shall be issued in 2016.

Section 5. That the City Council shall proceed with the necessary proceedings relating to the issuance of said Bonds upon reasonable advance notice from the Borrower that satisfactory financing terms have been agreed upon with the proposed purchasers and the required documentation has been prepared by Bond Counsel, and approved by all other parties, including the City Attorney of the City of Washington, Iowa.

Section 6. That said Bonds, if issued, and the interest thereon, will be payable solely out of the revenues derived from the financing of said Project and shall never constitute an indebtedness of the City of Washington, Iowa, within the meaning of any state constitutional provision, or statutory limitation, and shall not constitute nor give rise to a pecuniary liability of said City of Washington, Iowa, or a charge against its general credit or taxing powers.

Section 7. All Resolutions and Orders or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed and this Resolution shall be in full force and effect immediately upon its adoption.

Adopted and approved this \_\_\_\_\_ day of August, 2016.

CITY OF WASHINGTON, IOWA,

(Corporate Seal)

\_\_\_\_\_  
SANDRA JOHNSON, Mayor

Attest:

\_\_\_\_\_  
ILLA EARNEST, City Clerk



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

**A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT**

WHEREAS, the construction project known as "Electrical Modifications at Municipal Well No. 7" has been designed and publicized for competitive quotations under the process allowed by Iowa law, and said quotations were received on July 27, 2016:

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

Section 1. That the following quotation for the construction of certain public improvements described in general as "Electrical Modifications at Municipal Well No. 7" be and is hereby accepted, the same being the lowest responsible quotation received for said work, as follows:

Contractor: \_\_\_\_\_ Neumiller Electric, Inc. \_\_\_\_\_

Amount of Bid: \_\_\_\_\_ \$52,439.00 \_\_\_\_\_

Section 2. That the Mayor and Clerk are hereby directed to execute the necessary contract & bonds with the contractor for the construction of said public improvements.

PASSED AND APPROVED, this 1<sup>st</sup> day of August, 2016.

\_\_\_\_\_  
Sandra Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk



July 28, 2016

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

RE: Electrical Modifications at Municipal Well No. 7 and Controls Upgrades at Wells 5 & 6  
FOX P.N. 3424-16B.440

Dear Mr. Hinson and City Council:

The purpose of this letter is to summarize the results of the recent quotations received for the subject named project and to provide our recommendation for consideration.

Two (2) quotations for the project were received and opened on July 27, 2016 at 2:00 p.m. by the City Clerk. The Clerk did not find that any of the quotation proposals were unresponsive upon initial opening of documents. Quotation proposals were submitted by Primex of Plymouth, Minnesota, and Neumiller Electric, Inc. of Iowa City, Iowa. Both companies were in contact with the Engineer during the bidding period and were expected to submit a proposal. The quotation amounts were \$52,439.00 (Neumiller) and \$66,312.00 (Primex). The engineer's opinion of probable construction cost was \$57,700.00. A bid tabulation summary is enclosed for your reference.

The quotation documents established that the contract will be awarded to the lowest responsive, responsible Bidder whose quotation is in the best interest of the Project. Neumiller Electric, Inc. of Iowa City, Iowa, submitted the apparent low bid.

Based on information provided by the Contractor who submitted the lowest quotation and our own cost opinion, we did some further investigation into the difference in cost, especially Quotation Item 1. The cost submitted by Neumiller for Item 1 was roughly half of the amount of the other bid and our opinion of cost. Neumiller stated by phone that only the cost provided by their pre-approved subcontractor, Automatic Systems of St. Paul, Minnesota (with an office in Ames, Iowa) was included under Item 1 on their quotation form. With the assistance of our electrical engineer, Brian Riesberg, we contacted Mr. Travis Moran of Automatic Systems and we verified that only the equipment specified will be provided and he is not seeking to get another similar, but more economical, product approved as an equal. Travis mentioned that he was very comfortable with the quotation submitted. He believes he has a competitive advantage over other integrators since Automatic Systems supplied the original controls for the Washington Water Treatment Plant and wells.

Another reason for the variability in the costs for quotation items 2 and 4 is that one team of contractors may not have the same work under the same quotation item. For example, the

---

electrician may have included all the field wiring labor under item 5 and the controls integrator may be lumping all of the programming hours under one of the other items. In addition, general work items, such as shop drawing submittals, mobilization, bonding, and insurance may be lumped under one item in one contractor's quotation or may be spread evenly across multiple items within the other contractor's quotation.

Item 5 includes an industrial fan and automatic louver at Well 7. Contractors have said that this type of fan is only available through distributors, and some contractors may receive favorable pricing due to the volume of equipment purchased each year. Design engineers attempted to specify more readily available ventilation equipment, but the required airflow was too high to do this. The purpose of this new, larger fan is to exhaust the heat given off by the new VFD during hot days.

As a review, the work included in this project involves replacing the 100 HP electric motor starter at Well 7 with a VFD. Due to the distance between the VFD and submersible electric motor (about 415 ft) and the electric motor manufacturer's recommendations for output filters, a sine wave output filter will be provided with the VFD to protect the motor. Currently, the control system interface at the water treatment plant cannot display when the well pumps are running, or the flow rate being pumped, or any alarms being reported. The modems at each well house, which use leased land lines, are no longer functional and the product is obsolete. A new radio-based communications system, which is starting to be implemented under the new North Water Tower project, will be extended to Wells 6 & 7 under this Contract. In order to include alarms, pump running signals, flow meter readings and well water level readings, the small PLC in each well house will be replaced with a slightly larger PLC with more communication ports. This project also includes the necessary programming of the plant's PLC. This project will finally provide the water treatment plant operators with the information they need to operate the wells with the treatment plant without physically going to each well to verify operation.

The scope of work involved in this project is well within the capabilities of the Contractor team submitting the apparent lowest quotation. Neumiller Electric was the electrical contractor for the recently completed and successful water treatment plant project in Hills, Iowa. FOX Engineering was the lead consultant on that project. This project included a new reverse osmosis water treatment plant, water tower, and a major water distribution system upgrade. Automatic Systems is a contractor that FOX Engineering and Riesberg Engineering have worked with in the recent past on water treatment plant projects. FOX Engineering has no reason to believe that Neumiller Electric and Automatic Systems will not deliver a successful project.

After review of the quotation and discussions with Craig Merchant of Neumiller Electric and Travis Moran of Automatic Systems, we believe they have the practical knowledge of the work, adequate equipment, and personnel to complete the project. Performance of the work will be backed with a 100% performance and payment bond, along with a two-year maintenance bond. While the proposal is lower than the Engineer's Opinion of Probable Cost, it is not uncommon to see a wide range in bids and higher percent differences for projects below the State's bid threshold. FOX Engineering recommends that the City award the Contract to Neumiller Electric for the quoted amount. Please feel free to contact us if you have any questions or comments regarding this recommendation.

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If the Council approves of awarding the contract, we also ask the Council to consider authorizing the Mayor, or other designated individual, to approve the Agreement once the performance, payment, and maintenance bond and insurance certificates are verified to be in accordance with the Contract Documents. Signing the Agreement prior to the next Council meeting will permit the construction period to be started sooner.

Sincerely,  
FOX ENGINEERING ASSOCIATES, INC.

Robbie J. Baker, P.E.  
Project Manager



# TABULATION OF QUOTATIONS

## Electrical Modifications at Municipal Well No. 7 Washington, Iowa

Quotation DATE: July 27, 2016 @ 2:00 PM

FOX PN: 3424-16B.440

		Engineer's Cost Opinion	Primex	Neumiller
Item	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
1	Provide New VFD for Well Pump at Well 7	\$27,477.00	\$26,506.00	\$13,389.00
2	Provide New Radio Telemetry and Controls System at Well 7	\$10,990.00	\$18,061.00	\$12,305.00
3	Provide New Radio Telemetry and Controls System at Well 6	\$10,990.00	\$8,286.00	\$7,599.00
4	Provide Controls System Upgrade at Well 5	\$5,495.00	\$4,515.00	\$13,343.00
5	Provide New Light Fixture, Building Ventilation Fan and Motorized Louver in Well 7	\$2,748.00	\$8,944.00	\$5,803.00
	Total	\$57,700.00	\$66,312.00	\$52,439.00
	Subcontractor	-	WASHINGTON ELECTRIC	AUTOMATIC SYSTEMS
PREPARED BY:				
FOX ENGINEERING ASSOCIATES, INC.				
MES, IOWA				



City of Washington  
Well #6 & #7 Improvements Project Budget  
As of July 27, 2016

<u>Sources</u>		<u>Amount</u>
Water Fund	\$	571,478.10
Insurance Settlement	\$	15,989.00
Estimated Total RV	\$	587,467.10

<u>Uses</u>		<u>Amount</u>
Well #7 Improvements	\$	60,945.00
Well #7 Electrical	\$	52,439.00
Well #7 Engineering	\$	22,189.00
Well #7 Contingency	\$	13,557.30
Well #7 Subtotal	\$	149,130.30
Well #6 Improvements	\$	345,000.00
Well #6 Engineering	\$	53,488.00
Well #6 Contingency	\$	39,848.80
Well #6 Subtotal	\$	438,336.80
Estimated Total XP	\$	587,467.10
RV/XP	\$	-

*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*

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## **Memorandum**

July 29, 2016

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

From: Brent Hinson  
City Administrator

Re: Council Vacancy

Ward 2 Councilor Russ Zieglowsky has announced his intent to resign due to moving out of his ward. The Council needs to consider its approach for filling this vacancy. Under Iowa law, the Council needs to initiate action within 60 days. The choices are basically as such: 1) Appoint someone to fill the vacancy; or 2) Call for a special election to fill the seat.

If the Council makes an appointment, that person would serve through the end of next year, and the seat would be on the ballot in November 2017, which also happens to be the same time the seat would normally be up for election. This appointment could end up being shortened if the City called a special election on a different issue prior to November 2017- in this case, the seat would also have to be on the ballot. Also, citizens could theoretically petition for a special election if they do not agree with the decision to appoint to fill the vacancy at this time. In order to appoint for the position, the City would need to publish a notice in the newspaper and then vote at a future meeting to determine the person to be appointed to the position.

If the Council calls for a special election, or a petition forces it, this would present several thousand dollars in cost to the City. This would also mean the position would be vacant for several months longer than in the appointment route. I thought this special election could be held in conjunction with the general election in November, but the initial response I have received from the County Auditor's office is that this may have to wait until the first special election date next year. They are confirming and I expect to have more firm guidance by meeting time.

Appointing to fill the vacancy is the most common route. In the meeting packet, I have provided the information necessary to move forward with appointing to fill the vacancy, but the Council could certainly choose to call for a special election if that was preferred. My thought process is that we operate best with a full City Council, and it is in our interest to proceed with due speed to fill the vacancy.

If you choose to proceed with appointing to fill the vacancy, here is a projected schedule:

August 1	Council approves Resolution of Intent to Appoint to Fill Vacancy
August 4	City begins advertising in Journal and on KCII for vacancy
August 18	City Clerk publishes Notice of Council Intent to Appoint to Fill Vacancy (notice must be published not less than 4 nor more than 20 days before appointment)
August 25	Deadline for expressions of interest
September 6	Council meets with interested candidates and approves Resolution Appointing to Fill Vacancy

Theoretically, if interested candidates have already been identified, we could restructure this process to consider the appointment at the August 16 meeting, but I believe the schedule I have presented above gives interested parties time to consider and gives the public more than adequate notice of the Council's intent.

For your information, I have also provided additional guidance from the Iowa Secretary of State on filling vacancies, as well as a proposed expression of interest form for parties interested in the potential appointment.

## **Vacancies on City Councils**

### **Laws Related to City Council Vacancies**

*Iowa Code* section 372.13 applies to vacancies in city offices.

### **Filling Vacancies**

The city council must decide whether to fill a vacancy in an elective city office by appointment or by calling for a special election.

[§372.13(2)]

### **Extra or Special Publication Requirements**

There are extra or special publication requirements if the council decides to appoint a replacement. The council must publish notice of its intention to appoint at least four but no more than 20 days before the appointment is scheduled to occur. The publication must also notify city residents of the right to request a special election by filing a petition. The publication must occur once and must be published in a newspaper of general circulation in the city, unless the city has a population of fewer than 200 and has an ordinance designating three public places for posting of such notices.

[§372.13(2)(a), 362.3]

There are no extra or special publication requirements if the council decides to call for a special election.

[§372.13(2)(b)]

### **Appointing Replacements**

#### **Deadline**

The appointment must be made within 60 days after the vacancy occurs.

[§372.13(2)(a)]

#### **Appointment not Made Before Deadline**

If the city council fails to appoint a replacement within 60 days, the city clerk must give notice of the vacancy to the county auditor. The county auditor must call for a special election at the earliest practicable date but no sooner than 32 days after the notice from the city clerk was received. If the city has a primary election provision, the county auditor must call for a special election at the earliest practicable date but no sooner than 60 days after notice from the city clerk was received.

[§372.13(2)(a)(1)]

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

**A RESOLUTION PROVIDING FOR NOTICE OF INTENT TO FILL  
COUNCIL (WARD 2) VACANCY BY APPOINTMENT**

WHEREAS, Councilor Russ Zieglowsky has announced his intent to resign his position;  
and

WHEREAS, the Council wishes to proceed with due speed to fill this vacancy.

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

Section 1. The City Council has determined it to be in the best interest of the City to fill the Council Member Ward 2 vacancy created by the resignation of Russ Zieglowsky by appointment of the Council members in accordance with Iowa Code Section 372.13(2)(a).

Section 2. The City Clerk is authorized and directed to publish Notice of Intent to Appoint in the time and in the manner as required by law.

PASSED AND APPROVED this 1<sup>st</sup> day of August, 2016.

\_\_\_\_\_  
Sandra Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk



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



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

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### City Council Expression of Interest

Name \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Address \_\_\_\_\_  
Street Apt. # City State Zip

Telephone Number(s): Home \_\_\_\_\_ Work \_\_\_\_\_

Mobile \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_ Years Resided in Washington \_\_\_\_\_

Office applied for: \_\_\_\_\_ Washington City Council, Ward 2

Have you previously served as an elected official, here or elsewhere? \_\_\_\_\_ Yes \_\_\_\_\_ No

Office and years served: \_\_\_\_\_

Have you previously participated in any City committees or boards? If so, please list:

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Please list other community activity involvement in the past five years, especially any participation in committee decision-making:

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What makes you interested in serving on City Council?

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What do you see as the most important issues the City Council is dealing with currently? What additional issues do you think may need to be addressed?

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Please list any other personal experiences, background or attributes that you believe would make you an effective elected official:

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**\*\*\*\*\* Interested candidates will be provided a copy of the City of Washington's New Councilor Handbook, and are strongly encouraged to review this prior to formally seeking appointment. \*\*\*\*\***

**Applicant's Statement**

I certify that I am legally eligible for appointment to the office for which I am applying, including residency requirements. I agree, if appointed, to fairly and impartially, to the best of my ability, discharge all the duties of the office as required by law.

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Signature

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Date

*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*

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## **Memorandum**

July 29, 2016

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

From: Brent Hinson  
City Administrator

Re: Willow Pond Trail REAP Grant Application

As the Council is aware, we have been awarded \$342,000 in funding from the regional Transportation Alternatives Program (TAP) for improvements along the Kewash Trail and also construction of a new trail segment along Willow Pond to the Kirkwood Regional Education Center. In order to further the aims of this project, it now makes sense to move to secure additional grant funds through the DNR Resource Enhancement and Protection (REAP) program. We are eligible for up to \$100,000 in grant funds. The Council should not need to obligate any additional funds for this application beyond what has already been obligated for the TAP application.

The grant application is due August 15. We did not get the entire application completed for your review at this meeting, but ask for your approval to move forward with the application, within the general framework presented.

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

**A RESOLUTION ENDORSING APPLICATION FOR GRANT FUNDS**

WHEREAS, the City Council recognizes the importance of amenities such as pedestrian trails in the community; and

WHEREAS, the City of Washington and the Washington County Conservation Board are partnering to create a new trail segment between the Kewash Trail and the Kirkwood Regional Education Center ("Willow Pond Trail"); and

WHEREAS, the Council wishes to apply for funds from the Iowa DNR Resource Enhancement and Protection (REAP) program to further these aims.

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

Section 1. The City Council endorses the submission of an application for grant funds to the Iowa Department of Natural Resources' Resource Enhancement and Protection (REAP) program for the Willow Pond Trail.

PASSED AND APPROVED this 1<sup>st</sup> day of August, 2016.

\_\_\_\_\_  
Sandra Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Illa Earnest, City Clerk



IOWA DEPARTMENT OF NATURAL RESOURCES  
Resource Enhancement and Protection



REAP GRANT APPLICATION

Email application to [tammie.krausman@dnr.iowa.gov](mailto:tammie.krausman@dnr.iowa.gov) by August 15<sup>th</sup> by 4:30 P.M.

Please use the following format for the electronic application:

- Application should be one file (including all appendices, letters, etc.), saved as a pdf.
  - Name file: ApplicantName.Shortprojectname.FY17.pdf
- File cannot exceed 20MB or 20,480KB. Compressed pdfs will be accepted.

1. GRANT PROGRAM

☐ Private/Public Open Space ☐ County Conservation ☒ City Parks and Open Spaces

(For Private/Public - Name of DNR Field Staff involved in project: )

2. APPLICATION CONTACT

APPLICANT: City of Washington CONTACT PERSON: Brent Hinson, City Administrator

EMAIL: [bhinson@washingtونيowa.net](mailto:bhinson@washingtونيowa.net) TELEPHONE: 319-653-6584 ext 134

APPLICANT MAILING ADDRESS: 215 East Washington St. CITY & ZIP CODE: Washington 52353

PROJECT 911 ADDRESS (if available): COUNTY: Washington

LATITUDE/LONGITUDE COORDINATES: 41.305640,-91.720928

(To find Lat/Long Coordinates: Go to [Google Map](#). Right-click on the *primary public access point* for the project. Select **What's here?** In the search box at the top of the page, the coordinates will appear.)

3. PROJECT DESCRIPTION & COSTS

a. TITLE: Willow Pond Trail

b. PROJECT SUMMARY: (Maximum of 75 words summarizing the REAP Grant request)

Construct 1,900 linear foot trail to connect existing Kewash Trail to Willow Pond County Park and Kirkwood Regional Center.

c. TYPE OF PROJECT AND COSTS: (For activities associated with **this grant request only**).

☐ Land acquisition\*

Costs related to land acquisition: \$

☒ Development

Costs related to development: \$ 245,130

☐ Other, please describe: \_\_\_\_\_

Costs related to other activities: \$

AMOUNT OF REAP GRANT REQUESTED: \$ 100,000

d. Amount of local or match money\*: \$145,130

\*25% minimum match is required for Private/Public Program only. No match is required for city and county grants.

4. PROJECT TIMELINE

a. Is the project a portion of a larger, overall project to be implemented over a multi-year period?

☐ No ☒ Yes, Number of years: 8 Estimated overall cost: \$3,000,000

b. ESTIMATED PROJECT DATES

Start: 9/1/17 Completion: 6/30/18



**5. ACQUISITION SCHEDULE (Acquisition Projects Only)**

Code*	Parcel Number on Map or Photo	# of Acres	Estimated Date of Acquisition	Average Price Per Acre	Estimated Value of Land Acquisition without incidentals	Estimated Value of Existing Improvements to be Acquired	Total Cost
TOTAL Parcels & Acres						TOTAL	
		Appraisal Costs					
*Code: 1. Negotiated Purchase 2. Condemnation 3. Donation		Survey Costs					
		Other Incidental Costs					
		Grant Total Land Acquisition Cost					
		Overall Cost per Acre Including Incidental					

**6. SIGNATURES**

Upon signing in the space provided below, the applicant agrees to conform with the requirements in the following two paragraphs pertaining to ADA/Section 504 accessibility guidelines and civil rights assurance. (City and County Projects Only)

**ASSURANCE OF COMPLIANCE WITH AMERICANS WITH DISABILITIES AND CIVIL RIGHTS ACTS**

I, the undersigned, certify that the City of Washington or \_\_\_\_\_ County Conservation Board] has reviewed Section 504 of the Rehabilitation Act of 1975, Title II of the American with Disabilities Act of 1990, the Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, and the Iowa Civil Rights Act of 1965, each Act as amended, and agrees to abide by all requirements from the Acts, associated regulations, guidance documents, and to any other related requirement imposed by federal or state law or the Iowa Department of Natural Resources, related to this project. Applicant-Recipient further agrees and gives full assurance that it will immediately take any and all measures necessary to effectuate the referenced laws and shall not, on the basis of race, color, creed, national origin, age, physical or mental ability, sex, sexual orientation, gender identity, religion, or retaliation, allow any person to be excluded from participation in, be denied the benefits of, or otherwise subject to discrimination under or from any project or activity undertaken by the Applicant-Recipient for which the Applicant-Recipient receives REAP grant dollars or other assistance from the Iowa Department of Natural Resources.

This assurance is binding on the Applicant-Recipient, its successors, transferees, and assignees, and the person or persons whose signature appears below are authorized to sign this assurance on behalf of the Applicant-Recipient.

<b>Applicant's Signature and Date</b>	City Administrator <b>Applicant's Title</b>
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**PRIVATE/PUBLIC GRANTS ONLY**

<b>Applicant's Signature and Date</b>	<b>Applicant's Title</b>
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**CITY COUNCIL OR COUNTY CONSERVATION BOARD APPROVAL** (City and County Projects Only)

I, the undersigned, certify that the city council of Washington or \_\_\_\_\_ County Conservation Board has on the date of August 1, 2016 reviewed this proposed project and approved its submittal for Resource Enhancement and Protection (REAP) grant consideration.

August 1, 2016

\_\_\_\_\_  
**Signature of Mayor or County Conservation Board Chair**

\_\_\_\_\_  
**Date**

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**COUNTY RESOURCE ENHANCEMENT COMMITTEE REVIEW/COMMENTS** (Required for all grants) I, the undersigned, verify that the \_\_\_\_\_ County Resource Enhancement Committee reviewed the proposed project for which this application is submitted. If the committee provided comments, a summary of those comments has been signed and dated by me and attached to this application.

\_\_\_\_\_  
**Signature of Chair, County Resource Enhancement Committee**

\_\_\_\_\_  
**Date**

For information on County REAP Committees, visit the [REAP County Committee webpage](#).

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**MINORITY IMPACT STATEMENT** (Required for all grants)

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code Section 8.11, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009 shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s).

☒ The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

- Describe the positive impact expected from this project:

- Indicate which group is impacted:

☐ Women

☐ Latinos

☐ American Indians

☒ Persons with a Disability

☐ Asians

☐ Alaskan Native Americans

☐ Blacks

☐ Pacific Islanders

☐ Other

☐ The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

- Describe the negative impact expected from this project:
- Present the rationale for the existence of the proposed program or policy:
- Provide evidence of consultation of representatives of the minority groups impacted:
- Indicate which group is impacted:

☐ Women

☐ Latinos

☐ American Indians

☐ Persons with a Disability

☐ Asians

☐ Alaskan Native Americans

☐ Blacks

☐ Pacific Islanders

☐ Other

☐ The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact:

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge:

\_\_\_\_\_  
**Applicant's Signature and Date**

\_\_\_\_\_  
**City Administrator**

**Applicant's Title**

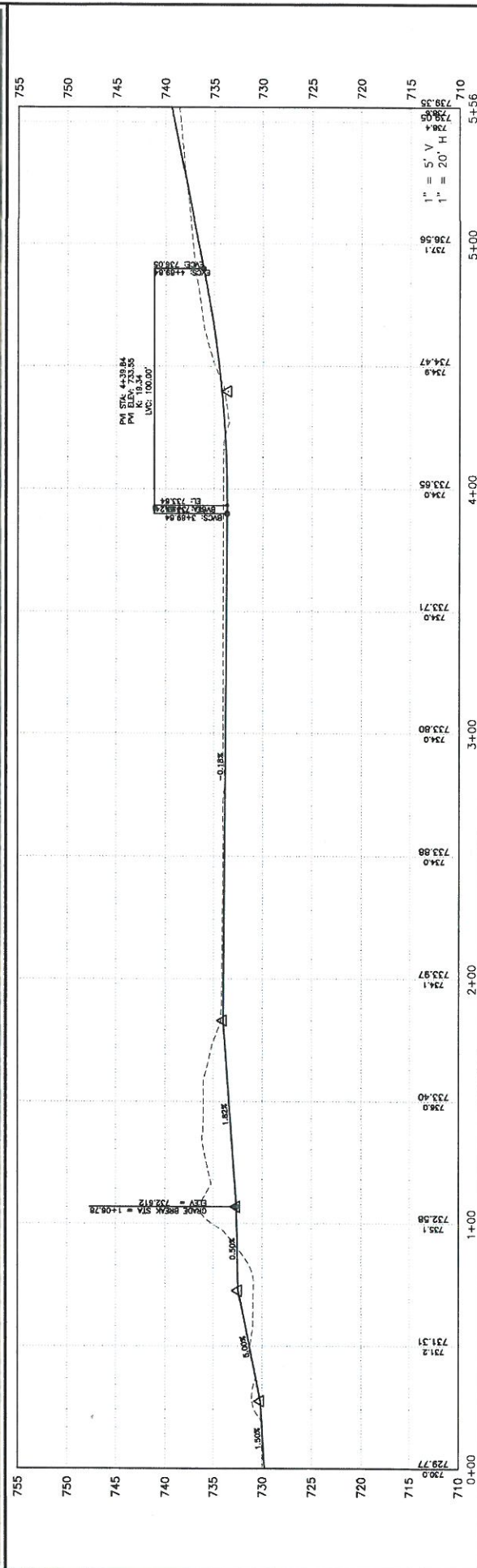
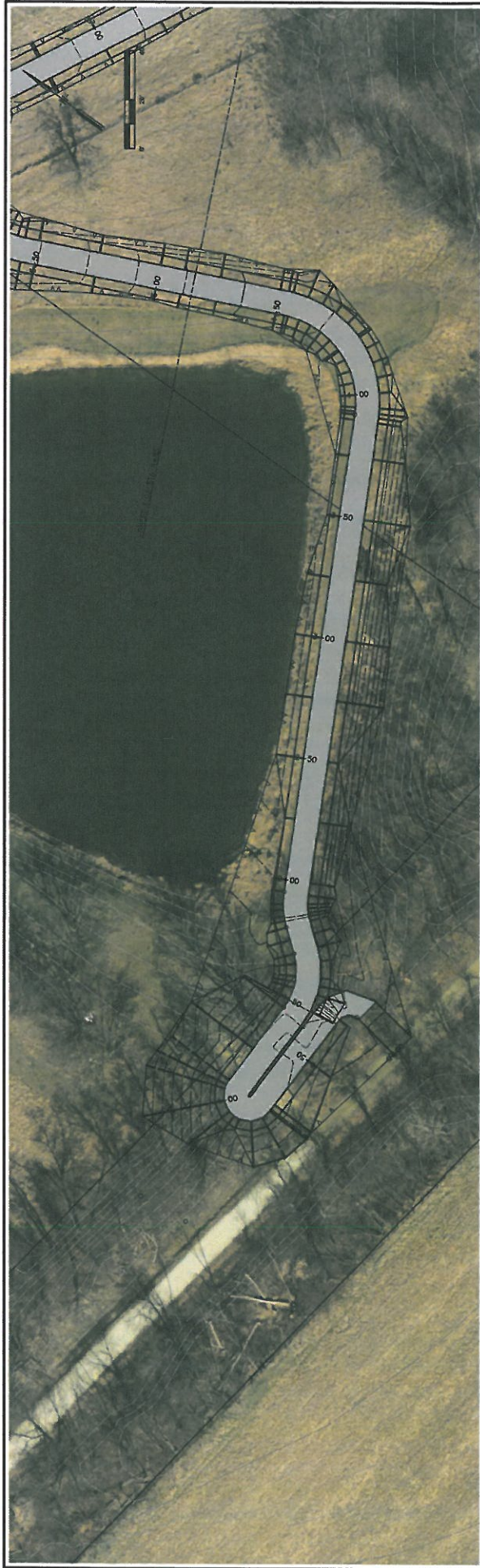
**DEFINITIONS**

"Disability" as defined in Iowa Code § 15.201(12)"b"(1) means "with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual. "Disability" does not include any of the following:

City of Washington  
Willow Pond Trail Estimate of Cost  
July 29, 2016

No.	Description	Unit	Unit Price	Quantity	Extended Price
1	CLEAR + GRUBB	UNIT	\$ 100.00	50	\$ 5,000.00
2	EXCAVATION, CL 10, RDWY + BORROW	CY	\$ 11.00	1300	\$ 14,300.00
3	TOPSOIL, STRIP, SALVAGE + SPREAD	CY	\$ 12.00	990	\$ 11,880.00
4	MODIFIED SUBBASE	CY	\$ 45.00	231	\$ 10,395.00
5	APRON, CONC, 24"	EA	\$ 2,000.00	2	\$ 4,000.00
6	STORM SWR G-MAIN, TRENCHED, RCP 24"	LF	\$ 65.00	70	\$ 4,550.00
7	RECREATIONAL TRAIL, PCC, 6"	SY	\$ 35.00	2090	\$ 73,150.00
8	PCC RETAINING WALL	CY	\$ 1,000.00	60	\$ 60,000.00
9	CONSTRUCTION SURVEY	LS	\$ 5,000.00	1	\$ 5,000.00
10	MOBILIZATION	LS	\$ 5,000.00	1	\$ 5,000.00
11	MULCH, BONDED FIBER MATRIX	ACRE	\$ 1,000.00	2	\$ 2,000.00
12	SEED + FERTILIZE	ACRE	\$ 1,000.00	2	\$ 2,000.00
13	SILT FENCE	LF	\$ 3.00	1000	\$ 3,000.00
14	RMVL OF SILT FENCE/DITCH CHECK	LF	\$ 2.00	1000	\$ 2,000.00
15	MAINT OF SILT FENCE/DITCH CHECK	LF	\$ 2.00	1000	\$ 2,000.00
Subtotal					\$ 204,275.00
Contingency					\$ 20,427.50
Engineering					\$ 20,427.50
					\$ 245,130.00





DATE	REVISIONS	SCALE	ANNOTED	VERIFY SCALE	VEENSTRA & KIMM, INC.	KIEWASH TRAIL CONCEPTS CITY OF WASHINGTON	DWG. NO.
							H.01
							PROJECT 24634-015











