



AGENDA OF THE REGULAR SESSION OF THE
COUNCIL OF THE CITY OF WASHINGTON, IOWA
TO BE HELD IN THE COUNCIL CHAMBERS
AT 120 E MAIN STREET
AT 6:00 P.M., TUESDAY, DECEMBER 06, 2016

Call to Order

Pledge of Allegiance

Roll call

Agenda for the Regular Session to be held at 6:00 P.M., Tuesday, December 06, 2016 to be approved as proposed or amended.

Consent:

1. Council Minutes 11-15-2016
2. Council Minutes 11-22-2016
3. IMWCA, Installment #6 Work Comp. Premium, \$9,673.00
4. A & R Land Services, Highway 1 Water Main Project, \$130.00
5. Terracon, Geotechnical Engineering Report Water Treatment Plant Improvements, \$8,950.00
6. Neumiller Electric, Well #7 Electrical Upgrades, Pay App #2, \$4,620.80
7. Veenstra & Kimm, Industrial Park Rise Improvements-General Services, \$2,082.25
8. Fox Engineering, Sanitary Sewer Collection System Evaluation, \$6,875.00
9. Ahlers & Cooney, Water Revenue Capital Loan Notes, \$4,277.59
10. Kevin D. Olson, Professional Services – November, \$1,213.38
11. Department Reports.

Consent - Other:

DeLong Construction, Airport Apron Project, Pay App #1, \$256,628.83

Claims and Financial Reports:

Claims as Presented.

SPECIAL PRESENTATION

Fox Engineering - Southeast Basin I/I Investigation Draft Report.

Presentation on Street/Park Tree Inventory – Andy Dahl

Nuisance Abatement Update.

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

NEW BUSINESS

Discussion and Consideration of Application for Tax Abatement – Washington Ag Supply.

Discussion and Consideration of Setting a Public Hearing for FY17 Budget Amendment #1.

Discussion and Consideration of Purchase of a Dump Truck.

CONSIDERATION OF HEARINGS, ORDINANCES & RESOLUTIONS

Discussion and Consideration of Change Order #1 for Well #7 Pump Replacement.

Discussion and Consideration of a Resolution Setting Strategic Priorities.

Discussion and Consideration of Third Reading of an Ordinance – Reserves at Briarwood TIF.

Discussion and Consideration of Resolution Authorizing Levy, Assessment, and Collection of Costs to the Washington County Treasurer.

WORK SESSION

FY18-22 Capital Improvements Plan.

Discussion and Consideration of Setting a Public Hearing on the Proposed Plan.

DEPARTMENTAL REPORT

Police Department
City Administrator
City Attorney

MAYOR & COUNCILPERSONS

Sandra Johnson, Mayor
Brendan DeLong
Steven Gault
Kerry Janecek
Jaron Rosien
Kathryn Salazar
Millie Youngquist

ADJOURNMENT

Illa Earnest, City Clerk

Council Minutes 11-15-2016

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, November 15, 2016. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Absent: none.

Motion by Youngquist, seconded by Gault, that the agenda for the Regular Session to be held at 6:00 P.M., Tuesday, November 15, 2016 be approved as proposed. Motion carried.

Consent:

1. Council Minutes 11-01-2016
2. Bankers Trust, GO Capital Loan Notes, Series 2009, Interest & Fees, \$38,785.00
3. Bankers Trust, GO Refunding Bonds, Series 2016B, Interest & Fees, \$10,525.20
4. Bankers Trust, GO Bonds, Series 2016C, Interest & Fees, \$9,154.66
5. Bankers Trust, GO Capital Loan Note, Series 2015, Interest & Fees, \$30,093.75
6. Federation Bank, 2012 GO Bond Interest, \$358.33
7. Cedar Banks & Trust, TIF Revenue Bond Interest, \$1,558.75
8. Washington State Bank, 2013 GO Bonds Interest, \$370.18
9. Washington State Bank, 2014 GO Bonds Interest, \$1,122.57
10. IA Finance Authority (SRF), West Side Interceptor Project, Interest, \$39,435.00
11. IA Finance Authority (SRF), WWTP Project, Interest, \$194,910.00
12. Fox Engineering, W. 5th Street Water Parallel Water Main Project, \$1,557.40
13. Fox Engineering, Elevated Water Storage Tank, \$1,485.00
14. Fox Engineering, Well #6 Pump Replacement, \$2,226.76
15. Fox Engineering, Well #7 Pump Replacement & Electrical Modifications, \$1,349.25
16. Fox Engineering, WWTP Improvements, \$12,646.00
17. Utility Equipment, Sewer Pipe (W. 3rd Storm Sewer Project), \$5,880.00
18. Bolton & Menk, Design & Construct Aircraft Parking Apron, \$5,542.50
19. Pipeliners Bar & Grill, 331 N. 4th Avenue, Class C Liquor License (LC) (Commercial), Outdoor Service, Sunday Sales. **(Renewal)**
20. Casey's General Store #1624, 1002 W. Madison St., Class C Beer Permit (BC), Sunday Sales, **(renewal)**
21. Casey's General Store #3528, 1730 E. Washington St., Class C Beer Permit (BC), Class B Native Wine Permit, Sunday Sales. **(new)**
22. Department Reports.

Consent - Other:

1. DeLong Construction, Industrial Park Rise Improvements, \$45,673.92

Motion by Salazar, seconded by Rosien, that consent items 1-22 be approved. Motion carried.

Motion by Salazar, seconded by Janecek, that consent – other #1 be approved. Motion carried. DeLong abstained with conflict.

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

Finance Officer Kelsey Brown gave the financial reports for October.

Motion by Rosien, seconded by Youngquist, to approve the financial reports as presented. Motion carried.

Motion by Salazar, seconded by Rosien, to approve Main Street Washington SNOW events request for Saturday, November 26, 2016. Motion carried.

Motion by Rosien, seconded by Gault, to approve Relay for Life - 2017 request for use of the Square for June 24, 2017. Motion carried. This will be Relay's 17th year.

Motion by Rosien, seconded by Janecek, to affirm the mayoral appointment of Jamie Engemen-Evans to the Washington Historic Preservation Commission to a term ending June 30, 2017. Motion carried.

Motion by Rosien, seconded by Youngquist, to approve the R-O-W Services Agreement with A & R Land Services not to exceed \$3,360.00. Motion carried.

Motion by Salazar, seconded by DeLong, to approve the State Financial Report – Fiscal Year Ending June 30, 2016. Motion carried.

Motion by Rosien, seconded by Janecek, to approve Change Order #5 for Washington Business Park in the decreased amount of \$22,355.58. Motion carried. DeLong abstained with conflict.

Motion by Rosien, seconded by Youngquist, to approve the Resolution Accepting Industrial Park Rise Improvements Project as Completed. Roll call on motion as follows: Ayes: Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. DeLong abstained with conflict. **(Resolution No. 2016-106)**

Motion by Rosien, seconded by Salazar, to approve the Resolution Approving a Management Agreement (ending December 31, 2019) with the Washington County YMCA for the Steele Family Aquatic Center. Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-107)**

Motion by Youngquist, seconded by Gault, to approve the Resolution Approving Operations Contract for 28E Recycling Center (December 1, 2016 - June 30, 2019). Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-108)**

Motion by Rosien, seconded by Youngquist, to approve the Resolution Approving a Grant Agreement with Iowa DNR - \$100,000 REAP Grant. Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-109)**

Motion by DeLong, seconded by Salazar, to approve the Resolution Awarding the Contract for Well #6 Improvements to Northway Company in the amount of \$372,755.50. Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Resolution No. 2016-110)**

Motion by Rosien, seconded by Youngquist, to approve the first reading of an Ordinance Amending Code of Ordinances Chapter 68.01, "One-Way Traffic Required", Repeal Paragraph 5, Chapter 65.03, "Special Yield Required", Repeal Paragraph 6, and Chapter 65.02 Special Stops Required", Add Paragraph 269 "S. Ave. B and Sitler Drive (southbound stop). Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Rosien, seconded by DeLong, to suspend the rules. Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

Motion by Rosien, seconded by Salazar, to approve the second and third readings and adopt the ordinance. Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried. **(Ordinance No. 1054)**

Motion by Salazar, seconded by Rosien, to approve the second reading of an Ordinance – Reserves at Briarwood TIF. Roll call on motion as follows: Ayes: DeLong, Gault, Janecek, Rosien, Salazar, Youngquist. Nays: none. Motion carried.

The council will meet in a special/work session Tuesday, November 22, 2016 at 6:00 P.M. in the Nicola-Stoufer Room, 115 W. Washington Street, Washington Public Library.

Motion by Salazar, seconded by Gault, that the Regular Session held at 6:00 P.M., Tuesday, November 15, 2016 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

Council Minutes 11-22-2016

The Council of the City of Washington, Iowa, met in Special Session in the Nicola-Stoufer Meeting Room, in the Washington Public Library, 115 W. Washington Street, at 6:00 P.M., Tuesday, November 22, 2016. Mayor Johnson in the chair. On roll call present: DeLong, Gault, Rosien, Salazar, Youngquist. Absent: Janecek.

Motion by Salazar, seconded by Youngquist, that the agenda for the Special Session to be held at 6:00 P.M., Tuesday, November 22, 2016 be approved as proposed. Motion carried.

Motion by Rosien, seconded by DeLong, to approve the proposal from Simmering Cory, Inc. for Grant Writing and Administrative Services in the amount of \$21,000 for the Water Plant CDBG. Motion carried.

Motion by Salazar, seconded by Rosien, to approve the FY16 State TIF Report. Motion carried.

Motion by Rosien, seconded by Gault, to approve a Resolution Certifying an Internal Debt and Promissory Note – Washington Business Park TIF Repayment. Roll call on motion: Ayes: DeLong, Gault, Rosien, Salazar, Youngquist. Nays: Janecek. Motion carried. **(Resolution No. 2016-111)**

Motion by Rosien, seconded by Youngquist, to approve the Resolution Approving Rebate Closeout Agreements – Washington Preservation, LLC and Insurance on the Avenue, Inc. Roll call on motion: Ayes: DeLong, Gault, Rosien, Salazar, Youngquist. Nays: Janecek. Motion carried. **(Resolution No. 2016-112)**

Motion by Rosien, seconded by Youngquist, to approve a Resolution Obligating TIF Debts for FY18. Roll call on motion: Ayes: DeLong, Gault, Rosien, Salazar, Youngquist. Nays: Janecek. Motion carried. **(Resolution No. 2016-113)**

The council went into a work session and discussed Calendar Year 2017 Strategic Priorities and then discussed the FY18-22 Capital Improvements Plan.

Motion by Salazar, seconded by Rosien, that the Special Session held at 6:00 P.M., Tuesday, November 22, 2016 be adjourned. Motion carried.

Illa Earnest, City Clerk

Sandra Johnson, Mayor

IMWCA**IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSOCIATION**

500 SW 7TH STREET, SUITE 101

DES MOINES, IA 50309-4506

PHONE: 800-257-2708

INVOICE

INV63503

DATE

12/1/2016

PAGE:

1

Washington, City of
215 E WashingtonMbr No: Member Name:
0706 Washington, City of

Washington IA 52353

Please remit payment to: IMWCA, P.O. Box 310009, Des Moines, IA 50331-0009

PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
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WASHI001 AG0075

QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PRICE
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1.00	INSTALL6	Installment 7 of 8 - Work Comp Prem 16-17			9,673.00	\$9,673.00
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This invoice is due by January 1, 2017.

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

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

Subtotal	\$9,673.00
Bond Credit	\$0.00
Misc	\$0.00
Total	\$9,673.00

080756/07-03

1609 Golden Aspen Drive, Suite 104
Ames, IA 50010
515-337-1197

INVOICE ==

Name	City of Washington, Iowa, c/o Brent D. Hinson		
Address	215 East Washington Street		
City	Washington	State	IA ZIP 52353
Phone	319-653-6584		

TOTAL	\$130.00
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Agreed expenses include: mileage at current the Federal rate, lodging at GSA's current rate, per diem at GSA's current rate, postage, copies/printing at 10 cents per black & white page and 50 cents per color page, telephone calls, and any other project-related expenses to be billed to client based on actual expense.

Your Expert Right of Way Resource



INVOICE

2640 12th St SW
Cedar Rapids, IA 52404-3440
319-366-8321

Project Mgr: Tom Sherman

Project: Water Treatment Plant Improvements
SWQ of East 6th Street and North 4th Avenue
Existing WTP site
Washington, IA 52353

To: City of Washington
Attn: Brent Hinson
215 E. Washington Street
PO Box 516
Washington, IA 52353

REMIT TO:

Invoice Number: T847942

Terracon Consultants, Inc.
PO Box 959673
St Louis, MO 63195-9673

Federal E.I.N.: 42-1249917

Project Number:	06165139
Invoice Date:	12/01/2016
For Period:	9/04/2016 to 12/03/2016

For geotechnical engineering services in conjunction with the referenced project.

Description	Total
Geotechnical Engineering Report	
Lump Sum	\$8,950.00
Subtotal	\$8,950.00

If you have any questions regarding this invoice, please call (319) 366-8321 or email anne.davis@terracon.com.

Invoice Total	\$8,950.00
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APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF THREE

PAGES

TO OWNER: PROJECT: Well #7 Upgrades

City of Washington
215 E. Washington Street
Washington, IA 52353

FROM CONTRACTOR:

Neumiller Electric
605 Hwy 1 West
Iowa City, IA 52246

VIA ARCHITECT:

Fox Engineering
414 South 17th St. Suite 107
Ames, IA 50010

APPLICATION NO: 2

PERIOD TO: 11/25/16

JOB #: 641701

Neumiller Project #: 16-108-C

CONTRACT DATE:

Distribution to:
☒ OWNER
☒ ARCHITECT
☐ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 52,439.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 52,439.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 15,055.00
5. RETAINAGE:	
a. % of Completed Work (Column D + E on G703)	\$ 753
b. % of Stored Material (Column F on G703)	\$
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 752.75
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 14,302.25
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ \$9,681.45
8. CURRENT PAYMENT DUE	\$ 4,620.80
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 38,136.75

CONTRACTOR:

By:  Date: 11/23/16

State of: Iowa County of: Johnson

Subscribed and sworn to before me this 23 day of November

Notary Public:

My Commission expires: March 13, 2017

MATTHEW NEUMILLER
Commission Number 783076
My Commission Expires March 13, 2017

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: _____ Date: _____

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

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

AIA DOCUMENT G702 APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - ©1992

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.



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

November 18, 2016
Project No: 24645
Invoice No: 10

Project Manager Leland Belding III

Engineering services for Industrial Park Rise improvements - General Services:

Professional Services from October 16, 2016 to November 12, 2016

Professional Personnel

	Hours	Rate	Amount	
Clerical III	3.00	43.00	129.00	
Engineer III-A	14.00	119.00	1,666.00	
Engineer X	3.00	69.00	207.00	
Technician III	1.00	69.00	69.00	
Totals	21.00		2,071.00	
Total Labor				2,071.00

Unit Billing

Duplication-8.5 X11 Color	9.35	
Duplication	1.90	
Total Units	11.25	11.25

Billing Limits

	Current	Prior	To-Date	
Total Billings	2,082.25	25,195.69	27,277.94	
Limit			36,000.00	
Remaining			8,722.06	
Total this Invoice				\$2,082.25

Billings to Date

	Current	Prior	Total
Labor	2,071.00	24,249.00	26,320.00
Expense	0.00	682.81	682.81
Unit	11.25	263.88	275.13
Totals	2,082.25	25,195.69	27,277.94



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

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

Invoice number 40735
Date 10/30/2016

Project **204515A Washington Sanitary Sewer
Collection System Evaluation**

Professional Services for the Period of 10/01/2016 to 10/29/2016

Lump Sum Phases

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Data Collection & Kickoff Meeting	5,500.00	94.00	5,170.00	5,170.00	0.00
Southeast Drainage Basin Sanitary Sewer Mapping	12,500.00	100.00	12,500.00	12,500.00	0.00
Southeast Drainage Basin Sanitary Sewer Modeling	12,000.00	95.00	11,400.00	11,400.00	0.00
Southeast Drainage Basin Rehabilitation Report	27,500.00	75.00	13,750.00	20,625.00	6,875.00
Total	57,500.00	86.43	42,820.00	49,695.00	6,875.00

Invoice total **\$6,875.00**

Approved by: _____

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



AHLERS & COONEY, P.C.
100 COURT AVENUE, SUITE 600
DES MOINES, IOWA 50309-2231
515-243-7611

FEDERAL ID 42-1323559

November 28, 2016

CITY OF WASHINGTON, IOWA
CITY CLERK
224 W. MAIN STREET
P.O. BOX 516
WASHINGTON, IA 52353

Invoice #: 720965
Client #: 11307
Matter #: 55
Billing Attorney: RMC

INVOICE SUMMARY

RE: WATER REVENUE CAPITAL LOAN NOTES
ANTICIPATION PROJECT NOTE (DWSRF)

For professional services rendered and costs advanced through November 19, 2016:

Total Professional Services	\$ 4,200.00
Total Expenses	<u>\$ 77.59</u>
TOTAL THIS INVOICE	\$ 4,277.59

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

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

December 1, 2016

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

NOVEMBER, 2016 INVOICE

For legal services rendered to the City of Washington, Iowa

TOTAL HOURS	12.25 hours (reg)
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TOTAL MILEAGE	198 miles
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Hourly Rate	\$90/hour- Reg
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Mileage Rate	\$0.56 per mile
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TOTAL FOR THIS INVOICE	\$1,213.38
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Washington Volunteer Fire Department
November 9, 2016

September Fires

2 City fires	290.00
0 rural fires	.00
1 Drill	480.00
2 fires and 1 drill	670.00

Meeting opened Chief Wide in charge

Minutes of the previous meeting were read and approved.

Treasure report was read.

Seth Glandon made a motion to pay all bills against the department. Seconded by Scott Bartholomew. Motion passed

Committees; Social ; snacks after meeting

Pancake; new grills are here.

Rescue

applications: We are still short one member.

Old business: Physicals. Nov. 15 & 16.

County meeting will be in Ainsworth Nov. 22 at 6:45pm

Phil Morris has a box made up for rehab.

Pipeline meeting at 5:30pm at the KC hall Nov. 10.

Training hours were read.

Training Nov. 12 at 8am. House burn at Glen Martin place.

Veterans Day is Nov. 11. Thank you to those who have served.

Election is next month; Secretary- Tom Beauchamp. 2nd. Asst.- Jim Williams. 1st. Asst.- Craig Rembold and Randy Tisor. Chief- Tom Wide and Bruce McAvoy.

Everyone needs to work on training hours all year.

Everyone needs to get direct deposit.

No other business, roll call taken meeting adjourned.

Secretary

Tom Beauchamp

Maintenance and Construction Report

11/5/16-11/18/16

STREETS: M/C Personnel continued with the leaf vac program, staying on schedule compiling 225 loads of leaves. The leaf crew may get behind a little with Thanksgiving Holiday. Personnel continued pouring concrete on West 3rd St storm project including sidewalks and driveways, 31 yards the last two weeks to complete the paving end of the project. Personnel worked on street signs for Sitler Drive newly paved road.

WATER DISTRIBUTION: M/C Personnel worked many water boxes for plumbers to work inside residential houses. Personnel repaired a water main break located at South 3rd Ave-East Harrison St, where a tee in a service sprung a leak. Personnel also repaired a water main break in the 600 block of South Ave C, where two service saddles became faulty. That marked the 15th leak of the year.

SEWER COLLECTION: M/C Personnel jetted a few areas deemed necessary. Personnel completed taking photos of the remaining manholes in the SE Basin and loaded onto PipeTech.

STORM SEWER COLLECTION: M/C Personnel finished up concrete work and backfilled the sidewalk and driveways along West 3rd St storm project. Personnel also compiled some information to FOX Eng in the SE Basin.

MECHANIC/SHOP: M/C Personnel repaired the leaf vac, PD 79 (serviced), 131 loader (serviced) and FD truck (switch replacement). Began work on 103, 106 and PD 96.

OTHER: M/C Personnel responded to 38 One Call Locates. Personnel continued yard waste and bag pick up YTD bag total 15,030.

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

Maintenance and Construction Report

11/19/16-12/2/16

STREETS: M/C Personnel continues to vac leaves, which have slowed down considerably, total loads to date 215. Personnel cold mixed some areas of previous excavation. Personnel installed all three salt spreaders (119, 301 & 601) plus installed the brine tank in 611. The street sweeper has been operating the curb and gutters.

WATER DISTRIBUTION: M/C Personnel had 14 water shut offs for nonpayment. Personnel repaired two water boxes located at 815 South Iowa and 1511 Highland Ave.

SEWER COLLECTION: M/C Personnel jetted and televised a sanitary line where there was a plug for a customer on West 5th St, the plug was in the service line and was repaired with new PVC. Personnel jetted City Hall sewer service for the second time in two weeks, issue is just inside the south foundation near the west side of the building.

STORM SEWER COLLECTION: M/C Personnel investigated a few areas on storm lines in the east end of town. The leaf vac cleaned leaves off intakes on their way around town.

MECHANIC/SHOP: M/C Personnel serviced snow plows, 601 (checked battery), 402 (installed back cab glass) and Case backhoe.

OTHER: M/C Personnel finished up both the leaf vac and yard waste program, but will continue one more round through town if needed. Personnel responded to 25 One Call Locates.

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.

*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*

*Park Board Members:
Kevin Caldwell
Donald Pfeiffer
Larry Bartlett*

*Parks Superintendent:
Nick Pacha*

November City Council Update – Parks Department

- The fountain cover is on along with the Christmas display.
- Worked with Chamber of Commerce installing Christmas banners and decorations around square.
- Inspected Downtown lights on buildings changed bulbs and repaired wires.
- We removed flowers and debris around Central Park & Sunset park
- Assisted with several events at Central Park
- Rocket slide Restroom is winterized and closed. New Dawn and Central park restrooms are still open
- Plumbing repairs at New Dawn restroom.
- Picnic tables have been stored in main pavilion for the winter
- The silt barrier and T-posts have been removed around the soccer fields
- The wetlands area off of Hwy 1 near the business park have been sprayed for invasive weeds.
- Attended two Parks Board meetings and weekly Department head meetings.
- A lot of leaf pickup at all locations.
- Part Time staff is done working for the winter.

*Please note, this is a summary of work completed this month and does not include everything completed by the Department.

**WWTP report
December 6, 2016
Council meeting**

- **After hour alarm and dog call outs –**
11th dog call, Paws & More called a dog from town to be picked up at their shelter, 12:05 p.m. Parker
26th WWTP, elevated TSS alarm, 12:00 a.m. Parker
26th animal call, Safety Center reported Police asked for assistance removing a raccoon from Family Medicine, 9:05 a.m. Parker
- **Dept Head meetings –** I attended the meetings on the 15th, 22nd, and 29th.
- **WWTP October 2016 Discharge Monitoring Report (DMR) –** Average daily flow **1.096** million gallons (mg), maximum daily flow **1.705** mg, minimum daily flow **0.934** mg. There were **no** violations of the WWTP's NPDES discharge permit. Total precipitation for October 2016 = **>1.87"** (recorded at the WWTP).

CBOD5 removal 85% required	result = 99.3%
Influent CBOD5 monthly average =	112.6 mg/L
Effluent CBOD5 monthly average =	0.8 mg/L

TSS removal 85% required	result = 95.9%
Influent TSS monthly average =	150.3 mg/L
Effluent TSS monthly average =	6.2 mg/L
- **UV modules –** We removed the two (2) UV modules from the effluent channel on November 16, 2016 for the winter season. The modules will be stored inside the UV control room. We're required to have them back in service by March 15, 2017. We're continuing to have UV lamps fail prematurely (< 9,000 hours of run time) in UV module #2. I have emailed Ozonia asking to have the ten (10) burnt lamps replaced under warranty. I'm still waiting for a response from Ozonia.
- **Parkside Estates lift station –** Jason replaced an electric solenoid on pump #2 at this lift station on November 15, 2016. A new solenoid was ordered to have in stock.
- **CEU training class –** Jason attended a free CEU training class in Eldridge, IA on November 17th. This free class was sponsored by Iowa Rural Water Association and Electric Pump. Jason earned 0.5 CEU's for this class. The topics were submersible pump tear down and pump control panel troubleshooting.
- **Bio-solids storage basin (BSB) sub drain pumps –** Jason and Parker pulled these two (2) pumps for inspection and to make sure the ball valves were working properly on November 9th. These pumps pump the ground water away from BSB footings.
- **Bio-solids load out pump –** Jason inspected this pump after the bio-solids land application was completed. He adjusted the pump wear plate, cleaned the solids out of the pump, and got the pump house ready for winter.
- **Saturday mornings –** Saturday, November 19, 2016 was the last day we were open from 7:00 a.m. to 10:00 a.m. so Washington residents could haul their yard waste to the Yard Waste Center.
- **WWTP chain link fence –** Iowa Grow, Inc (IGI) damaged our chain link on the south side of the WWTP during the land application of our bio-solids. I have submitted two (2) repair quotes to IGI's insurance company. The repair work is expected to begin sometime soon.

- **East EQ pump #1** –Iowa Pump Works (IPW) was at the WWTP on the 29th to install the old WWTP pump that was rebuilt and retrofitted to work for this application. This saved the City several thousand dollars by using the old pump instead of buying a new one.
- **City of Charles City** – Dan and Mark of the Charles City WWTP came for a tour of our WWTP on November 29th. Charles City will be upgrading their WWTP in the near future. Dan and Mark were interested in seeing our SBR treatment basins and the preliminary treatment equipment (stair screen, wash press, grit pump, grit tank, & grit washer. They were here for over two (2) hours. They had several questions about our operations and equipment. This kind of information is so helpful to operators when they can actually see the equipment and get feedback from the operators that operate it on a daily basis. I know it helped us when we visited other WWTPs and talked to the operators during our design stage.

Fred E. Doggett
12/2/2016 9:04 AM

CONTRACTOR'S PAY REQUEST

Washington Municipal Airport, Washington, Iowa
Construct Apron
BMI PROJECT NO.T51.109617

DISTRIBUTION:

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

BONDING CO. (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$640,527.99
TOTAL, COMPLETED WORK TO DATE	\$270,135.62
RETAINED PERCENTAGE (5%)	\$13,506.78
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$256,628.83
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$0.00
PAY CONTRACTOR AS ESTIMATE NO. 1 (One)	\$256,628.83

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: DeLong Construction, Inc
PO Box 488
Washington, IA 52353

By _____ Name Title

Date _____

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 855 WRIGHT BROTHERS BLVD. SW, SUITE 2A, CEDAR RAPIDS, IA 52404

By Carl L. Byers, PROJECT MANAGER
Carl L. Byers, P.E.

Date 11/4/2016**APPROVED FOR PAYMENT:****OWNER:**

By _____ Name Title Date

And _____ Name Title Date

CITY OF WASHINGTON, IOWA

CLAIMS REPORT FOR DECEMBER 6, 2016

POLICE	ACE-N-MORE	SUPPLIES	10.94
	ALLIANT ENERGY	ALLIANT ENERGY	210.99
	ARAMARK UNIFORM SERV INC.	RUG SERVICE	243.42
	BARRON MOTOR SUPPLY	PARTS	186.12
	CUSTOM IMPRESSIONS INC	SHIPPING	20.95
	EVIDENT INC	FINGERPRINT SUPPLIES	85.00
	GALLS LLC	MOURNING BANDS	9.78
	HIWAY SERVICE CENTER	PART	28.71
	IGRAPHIX, INC	SHIPPING	20.49
	JOHN DEERE FINANCIAL	DOG FOOD	21.99
	KCTC	INTERNET PROVIDER	95.00
	MARCO TECHNOLOGIES LLC.	COPIER LEASE	81.50
	MARCO, INC.	COPIER	103.00
	MOORE'S BP AMOCO INC	TOW AND STORAGE	275.00
	POLICE LEGAL SCIENCES	YEARLY TRAINING	1320.00
	QUILL	SUPPLIES	72.25
	SITLER'S SUPPLIES INC.	BATTERIES	16.20
	THE GUN SHOP	SUPPLIES AND EQUIP	2850.70
	VISA	OFFICE SUPPLIES	1010.41
	WAL-MART	SUPPLIES	133.29
		TOTAL	6795.74
FIRE	ALLIANT ENERGY	ALLIANT ENERGY	421.97
	GALLS LLC	EQUIPMENT	540.57
	KELTEK	WHELEN LIGHTS	943.92
	RELIANT FIRE APPARATUS	PARTS	393.04
	SITLER'S ELECTRIC	FAN FOR FIRE DEPT	129.52
	SITLER'S SUPPLIES INC.	BATTERIES	152.85
	VISA	FUEL	54.00
	WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	172.55
		TOTAL	2808.42
DEVELOP SERV	BRUNS, DAVID	MILEAGE REIMBURSEMENT	42.12
	CUSTOM IMPRESSIONS INC	SAFETY STICKERS/YELLOW TAGS	806.34
	MARK'S SANITATION	ABATE TRASH	55.00
	SITLER'S SUPPLIES INC.	BATTERIES	10.80
	VISA	BACKUP PROGRAM/LODGING/MEALS	226.92
		TOTAL	1141.18
LIBRARY	ACE-N-MORE	PIANO LOCK	16.98
	ALL AMERICAN PEST CONTROL	PEST CONTROL	44.00
	AMAZON	LIBRARY MATERIALS & SUPPLI	630.90
	CENTER POINT LARGE PRINT	LP BOOK	27.71
	EBERT SUPPLY CO.	JANITORIAL SUPPLIES	179.16
	GALE/CENGAGE LEARNING	WESTERNS	102.85
	KCTC	ELEVATOR LINE	34.80
	MEDIACOM	SERVICE- LIBRARY	305.87
	PROQUEST LLC	GENEALOGY DATABASES	2250.00
	RECORDED BOOKS LLC	AUDIO BOOKS	141.30

SITLER'S ELECTRIC	LIGHTBULB	2.43
STAPLES ADVANTAGE	OFFICE SUPPLIES	152.55
THE WASHINGTONIAN	ADS- LIBRARY	150.00
VISA	SUBS, MEALS, POSTAGE, CONF	584.80
WASHINGTON EVENING JOURNAL	WASHINGTONIAN ADS	48.00
WCDC INC	WINDOW WASHINGS	30.00
WEST MUSIC	PIANO SERVICE	120.00
	TOTAL	4821.35

PARKS

ACE-N-MORE	SUPPLIES	28.53
ALLIANT ENERGY	ALLIANT ENERGY	1368.83
AQUA-PRO	WINTERIZE SPRINKLER SYSTEM	268.00
ARNOLD MOTOR SUPPLY	PARTS	80.80
CARSON PLUMBING & HEATING SRVS INC	URINAL REPAIR	9.89
CENTRAL IOWA DISTRIBUTING	BATHROOM SUPPLIES	79.70
CINTAS FIRST AID & SAFETY	1ST AID KIT	54.50
JOHN DEERE FINANCIAL	SUPPLIES/MOWER REPAIR	800.99
SITLER'S ELECTRIC	ELECTRICAL SUPPLIES	27.61
STOUTNER PROPERTY MAINTENANCE	FOUNTAIN COVER & BUCKET TR	225.00
VISA	BULBS	31.08
	TOTAL	2974.93

CEMETERY

ALLIANT ENERGY	ALLIANT ENERGY	24.20
ACE-N-MORE	SNOW FENCE/MOLE KILLER	61.94
ALLIANT ENERGY	ALLIANT ENERGY	91.15
ATCO INTERNATIONAL	SNOW PLOW SUPPLIES	240.00
LOWRY EQUIPMENT	PART	2.54
PONTEM SOFTWARE	SOFTWARE MAINT	1059.00
TIFCO INDUSTRIES	HEAT SHRINK	180.74
	TOTAL	1659.57

FINAN ADMIN

ALLIANT ENERGY	ALLIANT ENERGY	521.45
BAKER PAPER CO.	COPY PAPER	88.05
BERRY	WINDSTREAM DIRECTORY	23.20
CINTAS CORP LOC. 342	RUG & TOWEL SERVICE	241.85
IMPRESSIONS COMPUTERS, INC	COMPUTER MAINTENANCE	225.00
KCTC	INTERNET PROVIDER	94.99
POSTMASTER	PERMIT RENEWAL	215.00
QUILL	SUPPLIES	33.47
THE LOCK DR	OLD LIBRARY KEYS & SRVC CA	101.00
VISA	SOFTWARE ANTIVIRUS	134.14
WINDSTREAM IOWA COMMUNICATIONS	TELEPHONE SERVICE	154.12
	TOTAL	1832.27

AIRPORT

ALLIANT ENERGY	ALLIANT ENERGY	789.88
CARSON PLUMBING & HEATING SRVS INC	STOOL REPAIR	96.48
JAMIESON, JEAN	CLEANING	196.00
MARIE ELECTRIC INC.	ELECTRICAL SERVICE	512.99
ROE, MIKE	MILEAGE & MEAL- ANKENY IPA	147.01
VISA	UPS CHARGES	9.40
	TOTAL	1751.76

ROAD USE	ACE-N-MORE	PAINT	102.22
	ARNOLD MOTOR SUPPLY	BATTERIES	313.32
	BARRON MOTOR SUPPLY	TOOLS	98.85
	BRUTY, FRANK	REMOVE & REPLACE GUTTER	740.00
	DOUDS STONE LLC	ROAD STONE	732.05
	GREINER DISCOUNT TIRES	TIRES & REPAIR	1348.52
	HIWAY SERVICE CENTER	SUPPLIES	535.39
	HY-VEE	MTG	36.33
	IOWA PRISON INDUSTRIES	SIGNS	558.85
	JOHN DEERE FINANCIAL	SUPPLIES	536.99
	LAWSON PRODUCTS INC	PARTS	683.20
	STAN JONES WELDING	PLATE AND LABOR SNOW PUSHE	726.55
	WASHINGTON LUMBER	SUPPLIES	189.24
	WELLINGTON, EARL	TOOLS	472.75
		TOTAL	7074.26
STREET LIGHTING	ALLIANT ENERGY	ALLIANT ENERGY	9307.75
	FRANZEN, DENNIS	TRAFFIC LIGHT	886.00
	MARIE ELECTRIC INC.	ELECTRIAL SERVICE	82.53
		TOTAL	10276.28
TIF 7 - DOWNTOWN	WASHINGTON PRESERVATION, LLC	LLC TIF REBATE	1131.75
	MARSHALL'S PROPERTIES, LLC	LLC TIF REBATE	4214.63
		TOTAL	5346.38
DANGEROUS BUILDINGS	WASH CO TREASURER	415 W MADISON TAX CERT	25.00
	WASH CO RECORDER	415 W MADISON DEED RECORDING FEES	32.00
		TOTAL	57.00
SIDEWALK REPAIR	KRAMME, MICHAEL	SIDEWALK REIMBURSEMENT	728.32
		TOTAL	728.32
TREE REMOVAL	DAHL, ANDREW	TREE INVENTORY, SOFTWARE SE	4750.00
		TOTAL	4750.00
TREE COMMITTEE	IOWA CITY LANDSCAPING	TREE COMMITTEE SUPPLIES	7.49
		TOTAL	7.49
LIBRARY GIFT	AMAZON	LIBRARY MATERIALS & SUPPLI	194.00
		TOTAL	194.00
WATER PLANT	ACE-N-MORE	SUPPLIES	97.16
	ALLIANT ENERGY	ALLIANT ENERGY	12827.52
	CARROLL, SUSAN	MILEAGE REIMBURSEMENT	14.04
	CARSON PLUMBING & HEATING SRVS INC	METER INSTALL-TRAILER PRK	179.85

CINTAS FIRST AID & SAFETY	SAFETY SUPPLIES	43.62
FERGUSON WATERWORKS# 2516	METERS	1260.00
IOWA RURAL WATER ASSOC.	COMMUNITY MEMBERSHIP DUES	375.00
JENNINGS, ELAINE	MILEAGE REIMBURSEMENT	14.58
POSTMASTER	BULK MAILING WATER BILLS-	795.23
STREFF, ROSE	MILEAGE REIMB	2.70
TYLER TECHNOLOGIES	SOFTWARE SUPPORT- ONLINE B	1125.00
WAL-MART	SUPPLIES	168.48
WATER SOLUTIONS UNLIMITED	CHEMICALS	5835.65
WINDSTREAM IOWA COMMUNICATIONS	SERVICE	51.83
	TOTAL	22790.66

WATER DIST

ACE-N-MORE	BLADE	43.98
ALLIANT ENERGY	ALLIANT ENERGY	87.03
CERTIFIED LABORATORIES	SUPPLIES	586.35
GILLUND ENTERPRISES	SUPPLIES	102.10
HIGH PERFORMANCE PRODUCTS	PARTS	425.67
IOWA ONE CALL	SERVICE	122.60
LAWSON PRODUCTS INC	PARTS	35.76
UTILITY EQUIPMENT CO	SUPPLIES	1675.52
WAL-MART	SUPPLIES	146.79
	TOTAL	3225.80

SEWER PLANT

ALLIANT ENERGY	ALLIANT ENERGY	869.55
ATCO INTERNATIONAL	PLANTCHEMICALS	369.00
IOWA PUMP WORKS INC	E EQ PUMP REBUILD	2581.10
JOHN DEERE FINANCIAL	SUPPLIES	482.88
SITLER'S ELECTRIC	SUPPLIES FOR BUILDING	268.70
SMITH & LOVELESS INC.	PUMP VAC	1372.26
STATE HYGIENIC LAB	TESTING	81.00
TESTAMERICA LABORATORIES INC	TESTING FEES	2405.71
TYLER TECHNOLOGIES	SOFTWARE SUPPORT- ONLINE B	1125.00
VISA	SUPP, LODGING & MEALS	350.73
WASHINGTON LUMBER	SUPPLIES	11.99
	TOTAL	9917.92

SEWER COLLECT

ACE-N-MORE	BOOTS, RAINSUITS, HEADSET, GO	271.16
ALLIANT ENERGY	ALLIANT ENERGY	464.02
ARNOLD MOTOR SUPPLY	SUPPLIES	14.99
DOUDS STONE LLC	CLEAN STONE	232.00
GREINER DISCOUNT TIRES	TIRES & REPAIR	301.08
HIWAY SERVICE CENTER	PARTS	71.97
IDEAL READY MIX	W 3RD ST STORM SEWER	6915.26
JOHN DEERE FINANCIAL	LIGHT FOR 303	28.99
MIDWESTERN CULVERT, DTD	RETURN	73.29
TIFCO INDUSTRIES	SUPPLIES	244.75
TRANS IOWA EQUIPMENT	LEAF VAC REPAIR	2914.52
WELLINGTON, EARL	TOOLS	829.35
	TOTAL	12361.38

SEWER CAP PROJ

SITLER'S ELECTRIC	COURTHOUSE SEWER SEPARATION	57.39
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		TOTAL	57.39
SANITATION	LUKE WASTE MANAGEMENT	RECYCLING & REFUSE PICKUP/22 BULKY	28525.50
	WASH CO HUMANE SOCIETY	COLLECTIONS FOR NOVEMBER 1	406.01
	WEIKERT IRON & METAL	APPLIANCE DISPOSAL	190.00
		TOTAL	29121.51
		TOTAL	129693.61

CITY OF WASHINGTON, IA
VISA Card Charges - 2016

CLAIMS REPORT 12/6/2016

POLICE
 UPTOWN AUTO WASH - CAR WASH
 ITUNES - TACTIAL NAV FOR MILITARY & FIRST RESPONDERS, DRAWING MODE
 UPTOWN AUTO WASH - CAR WASH
 STAPLES - CHARGER, CABLE, PENS, PEN REFILLS
 CAR DOCTOR - COMPLETE CLEAN AND WAX/BUFF INSIDE AND OUT OF 2008 TAHOE
 AMAZON - EQUIPMENT BAG FOR VEHICLE
 UPTOWN AUTO WASH - CAR WASH
 DMI* DELL AR8 BUS - DELL COMPUTER TO REPLACE RHONDA'S

LIBRARY
 AMAZON - FAMILY FUN MAGAZINE SUBSCRIPTION
 AMAZON - GLAMOUR MAGAZINE SUBSCRIPTION
 ENDICIA FEES - POSTAGE FEE
 WALMART - EARLY OUT PROGRAM
 WALMART - JANITORIAL SUPPLIES
 THE MANDOLIN INN DUBUQUE - IIA CONFERENCE HOTEL 2 NIGHTS DEBBIE
 WALMART - TRICK OR TREAT AROUND THE SQUARE
 AMAZON - NEW YORKER SUBSCRIPTION
 HOBBY LOBBY - FALL-OWEEN PROGRAM SUPPLIES
 WALMART - STORY TIME PROGRAM SUPPLIES
 DODICIS SHOP - ADULT PUMPKIN FEST WINNER
 USPS - STAMPS
 USPS POSTAGE - INTERNET POSTAGE

1,010.41

FINAN ADMIN
 DRI*KASPERSKY.COM - COUNCILMAN GUALT 1 YR COMPUTER SECURITY
 EB WASHINGTON COUNTY - REALTOR LUNCHEON- MAYOR, YOUNQUIST, HINSON

SEWER PLANT
 WENDYS - MEALS FOR TURNER WHILE AT WW CLASS
 COUNTRY INN AND SUITES - TURNER LODGING WHILE AT WW CLASS
 CHINA BUFFET - MEAL FOR TURNER WHILE AT WW CLASS
 COUNTRY INN AND SUITES - TURNER LODGING WHILE AT WW CLASS
 WENDYS - MEAL FOR TURNER WHILE AT WW CLASS
 WALMART - PRINTER INK AND GENERAL SUPPLIES

584.80

74.14
 60.00

FIRE
 SPARKEY'S ONE STOP - FUEL TO TAKE TRUCK TO BRED

ENGINEERING
 DROPBOX - BACKUP
 CASEYS - MEAL HENKEL WHILE AT OSHA 300 LOG CLASS
 AMERICINN ANKENY - HENKEL LODGING WHILE AT OSHA 300 LOG CLASS

134.14

54.00

350.73

99.00
 19.07
 108.85

54.00

226.92

PARK
 1000BULBS.COM - XMAS LIGHT BULBS

AIRPORT
 USPS - POSTAGE

31.08

9.40

31.08

9.40

-

-

-

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



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

Memorandum

December 1, 2016

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

From: Brent Hinson
City Administrator

Re: Draft Report for Southeast Sanitary Sewer Basin Evaluation

Steve Soupir from FOX Engineering will be present at the meeting to give a presentation on the findings of draft report (see attached for the Executive Summary). While the Executive Summary is just 10 pages of a 111-page report, a much more concise synopsis of the findings is that our primary issue, in the southeast basin at least, is a lack of long-term system maintenance. Very few actual direct connections to the sanitary sewer were found, but the condition of our infrastructure in this basin needs significant work, primarily manhole rehabilitation and sewer lining & point repairs. While not technically part of the Executive Summary, I have provided a map of the proposed pipe segments for rehabilitation over a 20-year period for your information.

The draft report funding analysis showed funding on the basis of the \$200,000-300,000 per year funding we can responsibly produce through the sewer budget. However, FOX did not have the information about the additional General Obligation bond issuances we are planning for this purpose. Therefore, should we be able to do a bond issuance of \$1.1 million in Fiscal Year 2018, coupled with a CDBG grant and the already identified funding from the sewer fund, we could very conceivably do all of the work identified through Year 5 shown on Page 7 in the first year. Hopefully by doing a couple of larger projects in the next few years, we can work quickly toward elimination of basement backups in all but the most extreme circumstances, which is undoubtedly the top goal of I/I reduction efforts.

Southeast Basin Sanitary Sewer System Evaluation

City of Washington
Iowa

November 2016



FOX Engineering Associates, Inc.
File No. 2045-15A.360
November 2016



1. EXECUTIVE SUMMARY

1.1 Introduction

In a letter dated July 24, 2007 from the Iowa Department of Natural Resources (IDNR), the City of Washington was informed they must reduce inflow and infiltration (I&I) or eliminate sanitary sewer overflows.

In October of 2015, the City of Washington contracted with FOX Engineering Associates, Inc. to complete a study to provide an analysis of a portion of the sanitary sewer system that includes the eastern part of the City known as the southeast basin. The scope of this work included performing a study and preparing a summary report of the conditions and capacity of the existing sanitary sewer system in the southeast drainage basin including:

- Completing mapping of the sanitary sewer system.
- Complete smoke testing and other additional field services authorized by the City.
- Using mapping information, FOX will create a sanitary sewer model to assist in evaluating the system conditions.
- Provide a report that will summarize the information gathered, documentation, modeling efforts, as well as provide a prioritized list of capital improvements and approximate budget costs for the highest priority improvements.
- Provide additional engineering and field services related to the storm sewer flooding and sanitary sewer dye testing as approved by the city.

1.2 Project Approach

In completing this study, FOX gathered data from the city of Washington, compiled the data, constructed maps, and developed a sanitary sewer model of Washington's southeast basin sanitary sewer system. Data that was gathered included:

- Existing maps
- Historical sanitary flow information
- Field survey of manhole locations
- Field survey to measure sanitary sewer sizes and elevations at manholes
- Visual sanitary sewer manhole observations
- Sanitary sewer smoke testing
- Review of televised pipe inspections

From the data that was collected, FOX built a model of the sanitary sewer system using *Storm and Sanitary Analysis 2016* software by Autodesk. The model was used to place estimate the response of the collection system in response to the flows into the sanitary sewer system network for a base condition, and evaluate projected flows under increased wet weather conditions. Modeling shows that the sanitary sewer system can accommodate average wet weather flows. However, during relatively small storm events, it's not uncommon for flows reaching the wastewater treatment facility to be 41 times as much as the average dry weather flow. It is likely that most this flow can be attributed to I&I sources.

Through modeling efforts, locations of “trouble spots” within the Southeast Basin sanitary sewer system were confirmed as identified by City staff. These are locations where pumping may be required during storm events to reduce the effects of surcharging and potential basement backups. This confirmation was also used as a calibration tool, in lieu of having actual flow monitoring data at these locations, to replicate severity of surcharging based on field observations.

Information from the City of Washington was used to develop an analysis of the collection system pipes, manholes, and the southeast interceptor and review improvement options. Figure 1.1 and 1.2 illustrate the existing sanitary sewer system network and basins. The study limits for this report generally include the southeast basin.

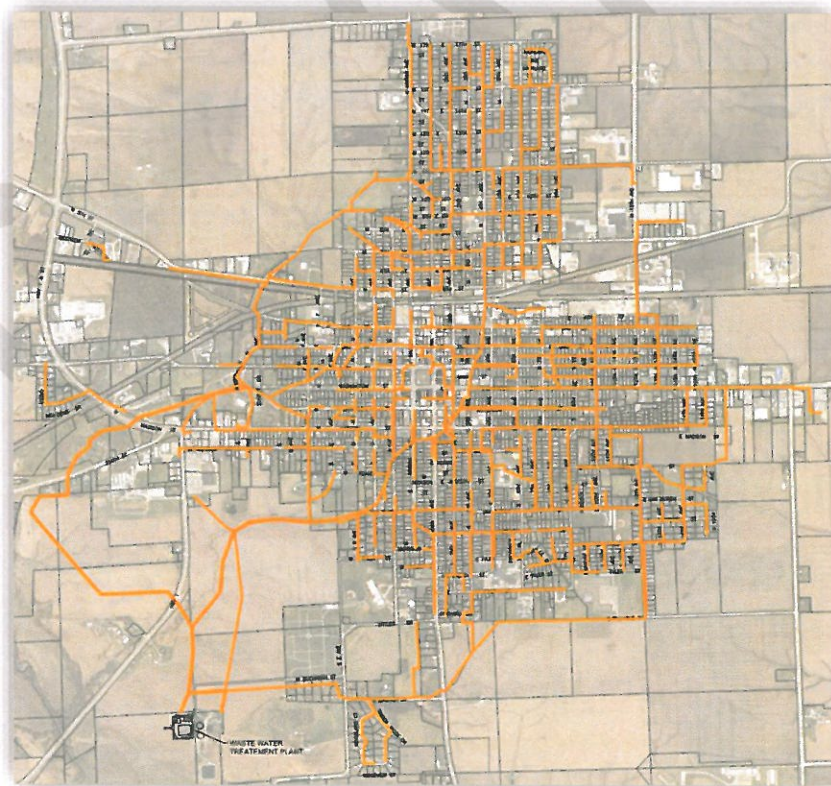


Figure 1.1. Existing Sanitary Sewer System

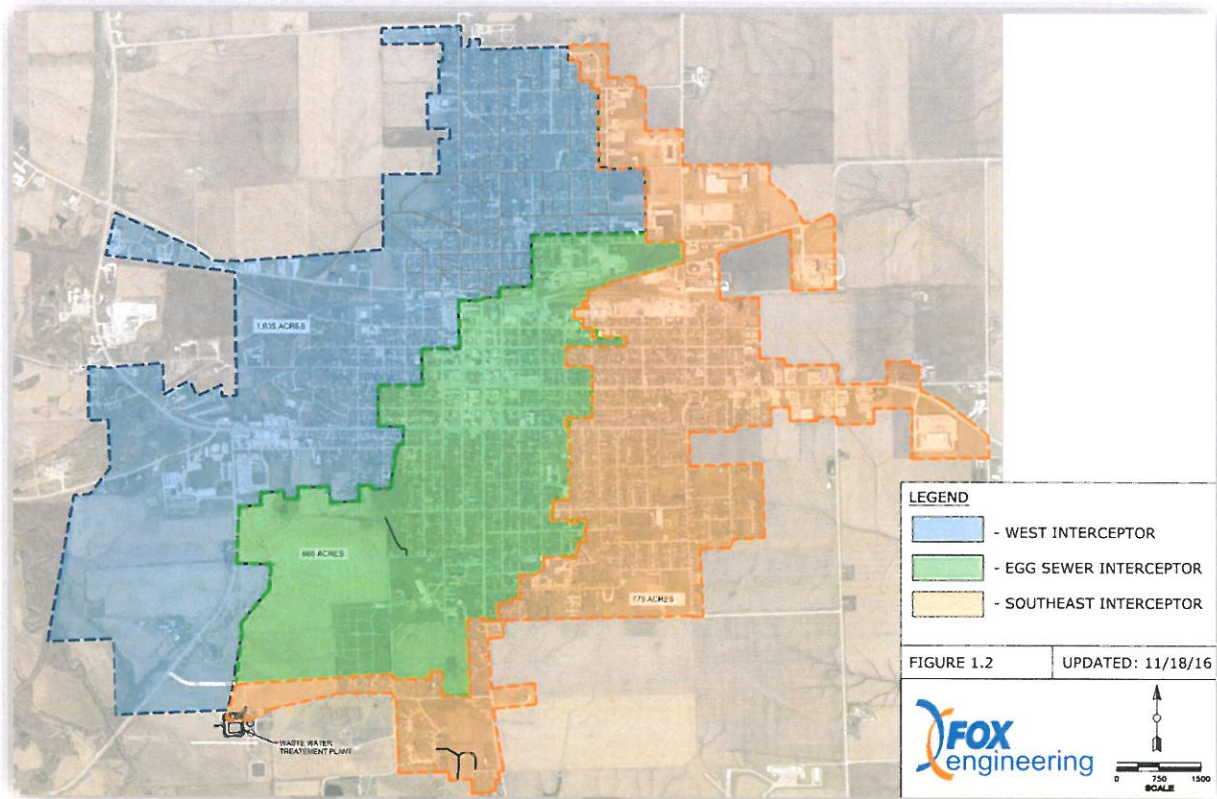


Figure 1.2. Existing Sanitary Sewer System Basins

1.2.1 Basis for Analysis

Design criteria for the proposed sanitary sewer system improvements were based on an evaluation of available recorded flow data and bypass pumping records for the existing sanitary sewer system. The peak hour wet weather (PHWW) flow at the Wastewater Treatment plant (WWTP) and portable bypassing were totaled to develop a PHWW flow in the system of approximately 36,800 gpm for the September 2014 storm event.

Several areas of the system are important in allowing for the sanitary sewer flows to be conveyed from the Southeast Basin, through the interceptors, and to the WWTP. These include the following:

- West Interceptor
- Egg Sewer Interceptor
- Southeast Interceptor

- WWTP Capacity
- Equalization Overflow Capacity

While complete information is not available for this study from all of these components of the city's wastewater collection system, information has been obtained from the southeast basin. In addition, information from previous work completed for the West Interceptor project and the WWTP facility plan allows for an approximation of the flow from the southeast basin area for evaluation purposes.

As a result of previous studies, Table 1.1. provides an approximate determination of the sanitary sewer flows from the cities collection system to the WWTP.

Table 1.1. Sanitary Sewer System Flow Distribution

Sanitary Sewer Basin	Average Dry Weather Flows (MGD)	Peak Wet Weather Flows (MGD)	Percent of System
West Interceptor	0.175	7.192	14%
Egg Sewer Interceptor	0.736	30.225	57%
East Interceptor	0.379	15.582	29%

The total developed area served by the collection system for the Southeast Basin was determined to be approximately 638 acres. Therefore, a flow of **17 gpm/acre** was used to analyze the sanitary sewer system. Based on IDNR design standards, a PHWW flow, for the southeast basin, of 10,820 gpm is expected. This indicates severe infiltration and inflow in the sanitary sewer collection system.

As the information provided in Table 1.1 is based on observed sanitary sewer flow levels in the collection system during key events, this information may need further evaluation by flow monitoring as projects proceed within the collection system. Flow monitoring at key locations within each basin will allow for a targeted distribution of flows to the collection system based on data collection and will provide a more detailed analysis of the collection systems response to storm events.

1.3 Recommendations

For the City's sanitary sewer system to accommodate wastewater flows during larger storm events, sources of inflow and infiltration must be removed or capacity improvements made within the system. The Iowa Department of Natural Resources (IDNR) consent order requires that city work to remove storm water flows from their sanitary sewer collection system. Identifying and eliminating all sources of I/I can be difficult and expensive for cities to accomplish. A more practical approach often is to eliminate sources of I/I where feasible and cost effective while making a limited number of capacity improvements to reduce surcharging that can cause basement backups.

For the sources of I/I that have been identified as part of this study, methods to reduce or eliminate these could include:

- Pipe rehabilitation
- Manhole rehabilitation
- Replacement of manhole castings
- Installation of manhole chimney seals
- Elimination of possible storm sewer cross connections

Capacity improvements within a sanitary sewer system designed to operate under gravity flow may include:

- Sanitary sewer pipe replacement
- Relief Sewers

For planning purposes, concept level opinion of probable project costs has been created for general sanitary sewer system improvements for the Southeast Basin collection system and have been extrapolated to the entire sanitary sewer system to provide an order of magnitude of possible future expenditures as a result of the improvements needed in the southeast basin. Total capital expenditures for collection system rehabilitation that may be expected over the next 20 years are included in Table 1.2.

Table 1.2. Southeast Basin Summary of Total Capital Expenditures

Item No.	Description	Quantity	Units	Unit Price	Total Price
1	Televised Pipe Inspection and Cleaning	17,102	LF	\$ 3.5	\$ 59,857
2	Cured-In-Place Pipe (CIPP) Rehabilitation	16,602	LF	\$ 38	\$ 627,540
3	Point Repairs	500	LF	\$ 644	\$ 322,000
4	Service Reinst. and Sealing Laterals to Main	247	EA	\$ 1,500	\$ 370,500
5	Sealing Laterals from Main to Structure	-	EA	\$ 3,500	\$ -
6	Manhole Lining, w/Casting and Chimney Seal	68	EA	\$ 5,500	\$ 374,000
7	Replace Manhole Casting and Chimney Seal	80	EA	\$ 1,500	\$ 120,000
8	Install Chimney Seal	159	EA	\$ 750	\$ 119,250
9	Replace Manhole	8	EA	\$ 5,000	\$ 80,000
10	Eliminate storm sewer cross connections	6	EA	\$ 50,000	\$ 150,000
11	Capacity Improvements (sanitary sewer and street restoration)	1,200	LF	\$ 625	\$ 750,000

Sub-Total \$ 2,973,147

Contingency (30%) \$ 891,944

Engineering, Survey, and Construction Administration (20%) \$ 773,018

Total Opinion of Probable Project Costs \$ 4,638,109

Annual Costs Over a 20 Yr Planning Period \$ 231,905

In planning a systematic approach for major capital expenditures, it's often helpful to use short-term, mid-term, and long-term time horizons. For purposes of this report, we've broken down possible capital expenditures into 0 to 5 year, 5 to 10-year, and beyond 10-year planning periods. Concept level costs for each of the planning periods are included in Tables 1.3, 1.4, and 1.5 below.

Table 1.3. Southeast Basin 0 to 5 Years Capital Expenditures

Item No.	Description	Quantity	Units	Unit Price	Total Price
1	Televised Pipe Inspection and Cleaning	2,050	LF	\$ 3.5	\$ 7,175
2	Cured-In-Place Pipe (CIPP) Rehabilitation	1,800	LF	\$ 32	\$ 57,160
3	Point Repairs	250	LF	\$ 644	\$ 161,000
4	Service Reinst. and Sealing Laterals to Main	32	EA	\$ 1,500	\$ 48,000
5	Sealing Laterals From Main to Structure	-	EA	\$ 3,500	\$ -
6	Manhole Lining, w/Casting and Chimney Seal	28	EA	\$ 5,500	\$ 154,000
7	Replace Manhole Casting and Chimney Seal	50	EA	\$ 1,500	\$ 75,000
8	Install Chimney Seal	159	EA	\$ 750	\$ 119,250
9	Replace Manhole	5	EA	\$ 8,000	\$ 40,000
10	Eliminate storm sewer cross connections	3	EA	\$ 25,000	\$ 75,000
11	Capacity Improvements (sanitary sewer and street restoration)	600	LF	\$ 625	\$ 375,000
Sub-Total					\$ 1,111,585
Contingency (30%)					\$ 333,476
Engineering, Survey, and Construction Administration (20%)					\$ 289,012
Total Opinion of Probable Project Costs					\$ 1,734,073
Annual Costs Over a 5 Yr Planning Period					\$ 346,815

Table 1.4. Southeast Basin 5 to 10 Years Capital Expenditures

Item No.	Description	Quantity	Units	Unit Price	Total Price
1	Televised Pipe Inspection and Cleaning	7,326	LF	\$ 3.5	\$ 25,641
2	Cured-In-Place Pipe (CIPP) Rehabilitation	7,076	LF	\$ 34	\$ 238,520
3	Point Repairs	250	LF	\$ 644	\$ 161,000
4	Service Reinst. and Sealing Laterals to Main	113	EA	\$ 1,500	\$ 169,500
5	Sealing Laterals From Main to Structure	-	EA	\$ 3,500	\$ -
6	Manhole Lining, w/Casting and Chimney Seal	25	EA	\$ 5,500	\$ 137,500
7	Replace Manhole Casting and Chimney Seal	30	EA	\$ 1,500	\$ 45,000
8	Replace Manhole	3	EA	\$ 8,000	\$ 24,000
9	Eliminate storm sewer cross connections	2	EA	\$ 25,000	\$ 50,000
10	Capacity Improvements (assume sanitary sewer and street restoration)	300	LF	\$ 625	\$ 187,500
Sub-Total					\$ 1,038,661
Contingency (30%)					\$ 311,598
Engineering, Survey, and Construction Administration (20%)					\$ 270,052
Total Opinion of Probable Project Costs					\$ 1,620,311
Annual Costs Over a 5 Yr Planning Period					\$ 324,062

Table 1.5. Southeast Basin Beyond 10 Years Capital Expenditures

Item No.	Description	Quantity	Units	Unit Price	Total Price
1	Televised Pipe Inspection and Cleaning	7,726	LF	\$ 3.5	\$ 27,041
2	Cured-In-Place Pipe (CIPP) Rehabilitation	7,726	LF	\$ 43	\$ 331,860
3	Point Repairs	-	LF	\$ 800	\$ -
4	Service Reinst. and Sealing Laterals to Main	102	EA	\$ 1,500	\$ 153,000
5	Sealing Laterals From Main to Structure	-	EA	\$ 3,500	\$ -
6	Manhole Lining, w/Casting and Chimney Seal	15	EA	\$ 5,500	\$ 82,500
7	Replace Manhole Casting and Chimney Seal	-	EA	\$ 1,500	\$ -
8	Replace Manhole	2	EA	\$ 8,000	\$ 16,000
9	Eliminate storm sewer cross connections	1	EA	\$ 25,000	\$ 25,000
10	Capacity Improvements (assume sanitary sewer and street restoration)	300	LF	\$ 625	\$ 187,500
				Sub-Total	\$ 822,901
				Contingency (30%)	\$ 246,870
				Engineering, Survey, and Construction Administration (20%)	\$ 213,954
				Total Opinion of Probable Project Costs	\$ 1,283,726
				Annual Costs Over a 10 Yr Planning Period	\$ 128,373

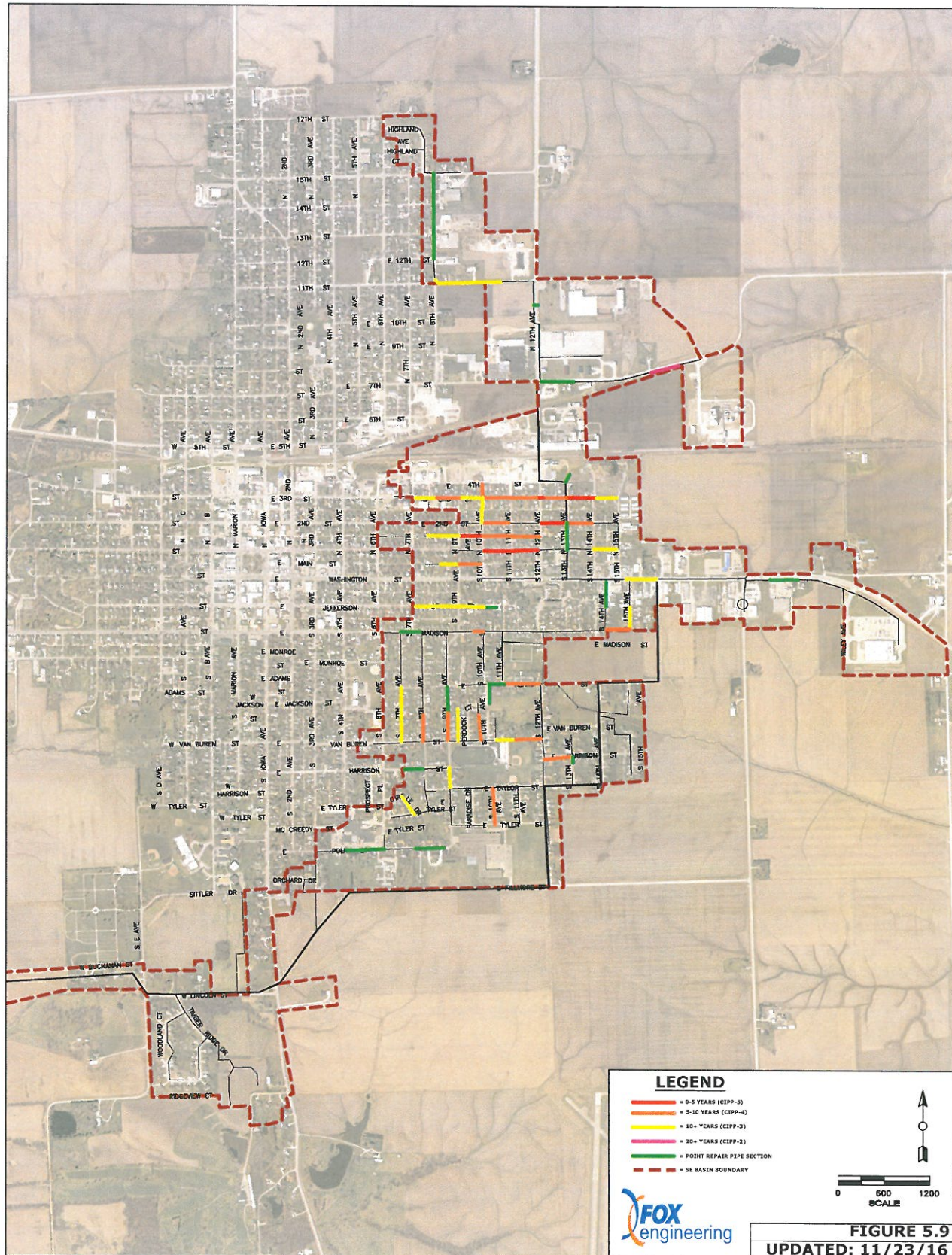
A complete listing of sanitary sewer pipe sections and manholes recommended for rehabilitation are included in Appendix B and C.

To assist the city in developing a planning program for rehabilitation improvements, Tables 1.3 to 1.5 have been further divided in to projects based on project year as included in Table 1.6 as an example of how the projects can be further divided for a specific target cost per year of approximately \$200,000 to \$250,000 per year for a 5 and 10-year planning period. The goal would be to complete any necessary manhole lining and replacements, along with any additional inflow sources discovered during additional evaluation, prior to completing pipe lining projects.

Table 1.6. Southeast Basin Example Project List

Year	Project	Construction Costs	Project Costs	Comments
1	2017 Southeast Basin Rehabilitation Project	\$229,000	\$274,800	MH Lining and Replacement
2	2018 Southeast Basin Rehabilitation Project	\$168,700	\$202,440	MH Lining and Replacement
3	2019 Southeast Basin Rehabilitation Project	\$182,130	\$218,556	Point Repairs
4	2020 Southeast Basin Rehabilitation Project	\$233,870	\$280,644	Point Repairs
5	2021 Southeast Basin Rehabilitation Project	\$235,801	\$282,961	Point Repairs
5 Year Total			\$1,259,401	
6	2022 Southeast Basin Rehabilitation Project	\$242,801	\$291,361	Grade 5 CIPP and Internal Point Repairs
7	2023 Southeast Basin Rehabilitation Project	\$207,486	\$248,983	Grade 4 CIPP
8	2024 West and Egg Sewer Basin Evaluation		\$225,000	Basin Evaluation
9	2025 Southeast Basin Rehabilitation Project	\$192,803	\$231,363	Grade 4 CIPP
10	2026 Southeast Basin Rehabilitation Project	\$190,138	\$228,165	Grade 4 CIPP
10 Year Total			\$2,484,272	

WASHINGTON SEVENTH BASIN COLLECTION SYSTEM TELEVISION REHABILITATION



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



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

Memorandum

December 1, 2016

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

From: Brent Hinson
City Administrator

Re: Tree Inventory Report

As previously discussed with the Council, an ad-hoc committee composed of various stakeholders has met to discuss the City's response to the emerald ash borer. This pest is expected to kill all the ash trees in Washington over perhaps the next 5 or so years.

We started setting money aside to deal with this nuisance in the current budget, but the committee felt the top priority in dealing with the issue was to conduct an inventory of all of the right-of-way, park and cemetery trees we have, and thus to determine how big of problem we have. We were fortunate to have the help of certified arborist Andy Dahl in doing the inventory, as we were able to get the inventory done at a small fraction of the "retail" price of conducting such a survey.

The survey found that we have approximately 260 ash trees that will be City responsibility to address. Again at "retail" price, this would suggest something like \$250,000 in expense over the next 5 years. However, as the report discusses, there may be options such as purchasing a used bucket truck to allow City staff to safely remove small to medium-sized trees in the right-of-way. This truck could presumably easily pay for itself in savings from the retail price of removal of a portion of the affected trees, as well as allow for quicker deployment in hazardous cases.

Andy Dahl will be present at the meeting to discuss the report. At this point in time, our recommendation is that the City Council refer the issue back to the ad-hoc committee for further study and recommendation to the Council.

City Tree Inventory



**City of Washington
December 2016**

Introduction

My name is Andrew Dahl, campus arborist at the University of Iowa and International Society of Arboriculture certified arborist/municipal specialist. I have been involved in arboriculture since 1990 and have performed several municipal tree inventories, including the University of Iowa and Augustana College. I have also been a member of the Washington Tree Committee since 1993 and am currently a members of the City's Forestry commission. I was asked to inventory the city's trees after it was learned we would not be able to utilize a grant program, for such, through the Iowa DNR.

This plan was developed to assist Washington with the management, budgeting, and future development of their urban forest, with the arrival of Emerald Ash Borer (EAB) it is time to prepare for increased costs of tree removal and replacements. With proper planning and management of the current trees in Washington. In addition, the last tree inventory which dates from the early 1990's is now obsolete, very little was known about species composition, age, and overall health of the trees comprising Washington's urban forest. It would be difficult to make sound management decisions without this information.

Inventory

Over the last few months I collected data from all city owned trees. These included trees found along streets, in city right of ways, parks, and cemeteries. Information such as species, size, overall health, as well as any other pertinent information was entered into ARC/GIS system which Keith Henkel set up. A system very similar to what is being used at the University of Iowa. In time this information will be uploaded to i-tree. This is software developed by the U.S. Forest Service that quantifies the environmental services, such as storm water retention, O₂ production and carbon sequestration that trees provide and gives a monetary value for them.

Urban Forest Species Composition

From most to least commonly found.

Apple, Crab 341

Maple, Sugar 298

Cedar, Northern White (Arborvitae) 216

Ash, Green 212

Spruce, Blue 183

Cedar, Eastern Red 142

Maple, Silver 141

Pine, White 114

Maple, Norway 104

Oak, Red 99

Oak, Pin 83

Maple, Red 79

Spruce, Norway 78

Cypress, Bald 67

Spruce, Black Hills 67

Walnut, Black 53

Locust, Honey 52

Spruce, White 51

Linden, Littleleaf 49

Lilac, Japanese Tree 45

Birch, River 42

Tulip-tree 42

Linden, American (Basswood) 38

Oak, Swamp White 36

Ash, White 35

Hackberry, American 34

Maple, Hybrid 32

Oak, Bur 32

Sycamore 28

Oak, White 26

Redbud 26

Serviceberry, Downy (Juneberry) 25

Ginkgo 22

Maple, Ginnala 22

Plum, unknown species 21

Pear, Bradford Callery 20

Kentucky Coffee-tree 19

Zelkova, Japanese 19

Tupelo, Black 18

Elm, Siberian 16

Viburnum, Blackhaw 15

Mulberry, White 14

Ash, Black 13

Pine, Austrian 12

Elm, American 11

Fir, Douglas 11

Maple, Black 11

Maple, Miyabe 11

Apple, domestic species 10

<No value> 10

Buckeye, Bottlebrush 8

Sweetgum 8

Beech, European 7

Fir, White (Concolor Fir) 7

Oak, Shingle 7

Seven Sons Tree 7

Beech, American 6

Buttonbush Buttonbush 6

Cherry, Black 6

Dogwood, Pagoda 6

Hickory, Shagbark 6

Hop Hornbeam, Eastern 6

Hawthorn 6

Maple, Japanese 6

Oak, Black 6

Pecan, Sweet 6

Cottonwood, Eastern 6

Yellowwood 6

Yew, American 6

Catalpa, Northern 5

Fir, Balsam 5

Hornbeam, American (Ironwood) 5

Magnolia, Saucer 5

Plum, Purple leaf 5

Alder, European 4

Burning bush, Winged 4

Larch, European 4

Maackia, Amur 4

Oak, English 4

Aspen, Quaking 4

Persimmon, Common 4

Spruce, Serbian 4

Tree-of-Heaven 4

Birch, Paper 3

Cherry, Choke 3

Dogwood, Cornelian Cherry 3

Dogwood, Flowering 3

Hazel, Turkish 3

Pawpaw 3

Pear, Bartlett 3

Pine, Japanese White 3

Pine, Scotch 3

Burning bush, Eastern (Wahoo) 2

Buckeye, Ohio 2

Dogwood, Kousa 2

Elm, Hybrid 2

Hickory, Bitternut 2

Hornbeam, European 2

Juniper, Common 2

Katsura-tree 2

Maple, Ashleaf (Boxelder) 2

Magnolia, Star 2

Oak, Chinkapin 2

Oak, Hybrid 2

Oak, Scarlet 2

Parrotia, Persian 2

Pine, Mugo 2

Willow, Black 2

Buckeye, Yellow 1

Cedar, Weeping Alaskan 1

Cherry, Weeping 1

Chestnut, American 1

Elm, Chinese 1

Falsecypress, Sawara 1

Fir, Korean 1

Hemlock, Eastern 1

Locust, Black 1

Maple, Hedge 1

Magnolia, Cucumber 1

Mountain-ash, European (Rowan) 1

Mulberry, Red 1

Oak, Overcup 1

Oak, Sawtooth 1

Pine, Red (Norway Pine) 1

Redwood, Dawn 1

Serviceberry, Autumn Brilliance 1

Smoketree, American 1

Smoketree, Common 1

Spruce, Oriental 1

Spruce, Red 1

Modern arboriculture dictates the following:

1. No more than 10% of any single tree species.
2. No more than 20% of any genus.
3. No more than 30% of any family.

As seen from the results of the survey Washington is in pretty good shape. The only species that achieves 10% is crabapple with 341 (10%). The rest of the top five most common species are; Sugar Maple 298 (8%), Arborvitae 216 (6%), Green Ash 212 (6%), and Blue Spruce 183 (5%).

The top five genera are; Maple (Acer) 623 (18%), Spruce (Picea) 384 (11%), Apple (Malus) 352 (10%), Oak (Quercus) 305 (9%), and Ash (Fraxinus) 260 (7%).

All these are within recommended levels. Diversity is the key to a healthy urban forest. Care should be taken to continue these efforts. There are 134 different species on city property, this should be increased with future plantings.

Urban Forest Age Composition

Diameter at breast height (DBH) is used to ascertain age class of trees. The larger the DBH the older the tree. Washington's most common DBHs are as follows:

8"-332

1"-253

10"-240

12"-234

16"-226

What this tells us is, the majority of Washington's trees are 20 years or younger. Not surprising due to the tree committee's commitment to planting in the last 25 years. This means, while demanding less attention due to storm damage and the like, we should strive to conduct structural pruning on these youngsters, eliminating structural flaws now to avoid problems as they mature.

Urban Forest Condition

Inventoried trees were also rated on their condition. Vigorous, moderately vigorous, slight decline in vigor, in decline, and severe decline were the five categories. 3046 (89%) scored in the vigorous categories. 347 (11%) were deemed declining, 70 of which were in severe decline. A list of recommended trees for removal from these 70 has been given to Steve Donnelly.

Overall the health of Washington's urban forest is above average. Consideration should be given to future maintenance to ensure these trees remain healthy, strong, and safe for the future.

Recommendations

Risk Management- Hazardous trees pose a risk to both people and property. Trees that have been deemed as such due to structural flaws or severe decline should be the first order of business. A list of these have been given to the city.

Emerald Ash Borer- While there are fewer ash trees than initially thought, 260 trees to remove in the next 3-5 years still poses a formidable task, both fiscally and in even finding tree companies to remove that many trees.

Hazard, and declining ash should be removed first, generally these are the largest. Younger trees could be left for the time being. Reasoning for this is the fact that once infected the larger trees will become much more hazardous, quicker than the younger ones. A "clear-cut" policy need not be enacted at present as many of these trees still offer benefits normal trees do.

Care should be taken when replacing these trees, making sure species diversity is of upmost importance.

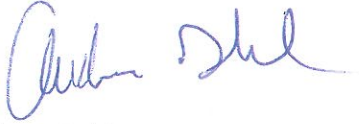
Insecticidal treatment of these trees would be discouraged, due to expense and possible contamination or damage to non-target species.

Other related items to this topic would include hazard ash trees on private property and what to do if someone wants to treat a city tree near their home.

Also, of concern, is the lack of qualified tree personnel in the area and then the difficulty in getting companies to come in and do the work. A certified arborist would be preferable for the city. An asset such as our urban forest needs knowledgeable stewards to care for it.

Another suggestion would be to train city staff in the knowledge of proper tree care and tree removal. Additionally, the purchase of a used bucket truck would be very helpful with tree needs but it could be helpful to the city in other projects. Having the ability to respond promptly to tree needs, particularly dangerous or damaged trees, would certainly be in the city's best interest. The training of city staff and the purchase of a bucket truck may be a cost effective way to solve the upcoming situation requiring ash tree removals, as well as other tree concerns and removals in the years to come.

Please contact me with any questions you may have.

A handwritten signature in blue ink, appearing to read "Andrew Dahl". The signature is fluid and cursive, with the first name "Andrew" written in a larger, more prominent script than the last name "Dahl".

Andrew Dahl

ISA Certified Arborist/Municipal Specialist

Mw-3938

NOVEMBER 2016												
JOB #	ADDRESS	Ward	Complainant	Nuisance/Complaint/Concern	Complaint Date	Warning Date	Method of Warning	Clean up deadline	Pics	Action/Results	City Official	Status
1	1503 N Marion Ave	1	city	junk and junk vehicles in back of lot	1-Nov	1-Nov	letter	30-Nov	*		MH	open
2	321 W Main St	1	citizen	junk mowers behind bushes	1-Nov	1-Nov	letter	15-Nov	*		MH	CLOSED
3	616 N Marion	1	city	recliner in yard	1-Nov	1-Nov	verbal			property owner says will remove promptly	MH	CLOSED
4	718 E Main St	2	city	trash bags around house junk on rear porch	1-Nov	8-Nov	letter	17-Nov	*		MH	CLOSED
5	732 E 3rd St	2	city	cabinet at curb	1-Nov	1-Nov	hanger				MH	CLOSED
6	113 W 7th St	1	city	trash bags at curb	2-Nov	2-Nov	hanger				MH	CLOSED
7	620 N Marion Ave	1	city	oversize trash bag at curb	2-Nov	2-Nov	hanger				MH	CLOSED
8	701 S Ave B	4	city	trash bag at curb	2-Nov	2-Nov	48 hr hanger				MH	CLOSED
9	903 N 2nd Ave	1	city	tv at streetside	3-Nov	3-Nov	hanger				MH	CLOSED
10	720 N Iowa Ave	1	city	gas grill bicycle at streetside	3-Nov	3-Nov	hanger			11-10 called landlord says it will go away	MH	CLOSED
11	806 N Marion Ave	1	city	truck on grass	3-Nov	3-Nov	letter				MH	CLOSED
12	511 S. Marion Ave.	4	city	trash all over property	4-Nov		called landlord			cleaned up 11-11-16	SED	CLOSED
13	1528 N 6th Ave	2	citizen	vehicles all over property	3-Nov					11-8 checked property looks ok to me	MH	CLOSED
14	1508 N 6th Ave	2	citizen	vehicles on grass -weeds junk	9-Nov	9-Nov	hanger			11-8 checked property looks ok to me	MH	CLOSED
15	533 S Marion Ave	4	city	oversize trash bag at curb	9-Nov	9-Nov	48 hr hanger				MH	CLOSED
16	616 N Marion Ave	1	city	trash bags by house	9-Nov	9-Nov	letter	21-Nov			MH	CLOSED
17	1024 N 5th St	2	city	brush piled by street	10-Nov	10-Nov	phone				MH	CLOSED
18	220 N 2nd Ave	1	city	6 trash bags at curb	10-Nov	10-Nov	hanger	17-Nov	*	11-10 called landlord	MH	CLOSED
19	325 E Madison St	3	city	couch at curb	10-Nov	10-Nov	letter	17-Nov	*	PD served step 3 letter-Will get dumpster December 1	MH	CLOSED
20	601 N 7th Ave	2	city	construction material, junk by garage	10-Nov	10-Nov	letter	28-Nov	*		MH	open
21	1000 E 2nd St	2	city	car on grass	15-Nov	15-Nov	letter				MH	CLOSED
22	908 N Iowa Ave	1	city	trash bag at curb	15-Nov	15-Nov	hanger				MH	CLOSED
23	620 N Marion Ave	1	city	trash bag at curb	15-Nov	15-Nov	hanger				MH	CLOSED
24	1109 E 3rd St	2	city	tires, inop/junk vehicles in rear yard	15-Nov	15-Nov	letter	15-Dec	*		MH	CLOSED
25	319 E 2nd St	2	city	trash bags by house	17-Nov	17-Nov	hanger	19-Nov			MH	open
26	720 N Marion Ave	1	city	4 tv's behind garage	21-Nov	21-Nov	hanger			11-30 sent letter 12-9-16 DL	MH	open
27	902 E Main St	2	city	trash bag by garage	21-Nov	21-Nov	hanger				MH	CLOSED
28	508 N Ave D	1	city	couch at curb	21-Nov	21-Nov	hanger				MH	CLOSED
29	603 S Ave B	4	city	springs and mattress by driveway	21-Nov	21-Nov	hanger				MH	CLOSED
30	415 S Ave C	4	city	tv at streetside	22-Nov	22-Nov	hanger				MH	CLOSED
31	907 S 4th Ave	3	city	trash behind house	23-Nov	23-Nov	phone				MH	CLOSED
32	721 S. 6th Ave.	3	citizen	weeds and general messy	23-Nov	23-Nov	phone			called Mike R. at school. He will talk to the bus barn	SED	CLOSED
33	414 W Jefferson St	1	city	tv at streetside	23-Nov	23-Nov	phone			talked to owner he will get it cleaned up	MH	CLOSED
34	414 W Jefferson St	1	city	mattress and dryer on porch	23-Nov	23-Nov	phone			talked to owner he will get it cleaned up	MH	CLOSED
35	621 W. 2nd St.	1	citizen	trash left at curb	21-Nov	23-Nov	repeat offender		*	emergency abatement-trash getting ripped up by animals	SED	ABATED
36	319 S Ave C	1	city	trash bag at curb	23-Nov	23-Nov	hanger				MH	CLOSED
37	602 N 6th Ave	1	city	trash bags on porch and behind garage	29-Nov	29-Nov	hanger				MH	open
38	219 E 3rd St	1	city	cabinet by porch	29-Nov	29-Nov	hanger				MH	open
39	220 N 2nd Ave	1	city	trash bags by house	29-Nov	29-Nov	phone				MH	CLOSED
40												

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

____ Prior Approval for Intended Improvements

____ Approval of Improvements Completed

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

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

Residential

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

Commercial/Industrial

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

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

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

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

This application must be filed with the City by February 1 of the assessment year for which the exemption is first claimed, but not later than 2 years after the February 1st following the year that the improvements are first assessed for taxation. Unless the City Council extends the timeframe or repeals the revitalization ordinance, the final date that applications will be accepted by the City is December 31, 2022.

Address of Property: 702 E 4th ST E

Legal Description: E Smiths NE Add Lot 13

Title Holder or Contract Buyer: Washington Ag Supply or Marc Peck

Address of Owner (if different than above): 702 E 4th Washington

Phone Number (to be reached during the day): 319-653-1998

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

Existing Property Use: ____ Residential ____ Commercial ____ Industrial X Vacant

Proposed Property Use: shop & Storage of Equipment

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

Specify: Building a new Building

Permit Number(s) from the City of 14-039 Building Department

Date Permit(s) Issued: 3/18/14

Permit(s) Valuation: 1 / 265,000. [Attach approved Building Permit to this application]

Estimated or Actual Date of Completion: 6/15/2015
Estimated or Actual Cost of Improvements: 350,000 to 400,000
Signature: Marc Pect
Name (Printed) Marc Pect
Title: Pres.
Company: Washington Ag Supply
Date: 11/29/16

FOR CITY USE

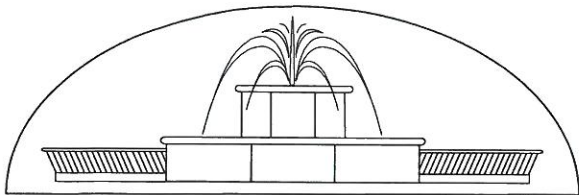
CITY COUNCIL	Application Approved/Disapproved _____
	Reason (if disapproved) _____
	Date _____ Resolution No. _____
	Attested by the City Clerk _____
ASSESSOR	Present Assessed Value of Structure _____
	Assessed Value with Improvements _____
	Eligible or Noneligible for Tax Abatement _____
	Assessor _____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

* Example: To receive a full 3 or 5 year exemption on Improvements that were first fully assessed on 1-1-2012, the property owner must file the application with the City no later than 2-1-2014.

This Application is a summary of some of the Plan terms; for complete information, read a copy of the WASHINGTON URBAN REVITALIZATION PLAN, available at City Hall or on City of Washington Website www.washingtoniowa.net.

ATTACHMENTS: ATTACH YOUR APPROVED BUILDING PERMIT TO THIS APPLICATION

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



WASHINGTON

Building Permit Application

*** DO NOT START ANY CONSTRUCTION PRIOR
TO RECEIVING A BUILDING PERMIT***

Applicant's Signature: _____

Permit Amount: \$ 1,246.54 Permit #: 14-039

Valuation = \$ 265,000.00

Date Issued: 3 / 18 / 20 14

Authorized By: _____

Digitally signed by Steve Donnelly
DN: cn=Steve Donnelly, o=City of Washington,
ou=Building Official,
email=sdonnelly@washingtonia.net, c=US
Date: 2014.03.18 16:46:16 -0500

GENERAL INFORMATION

Property Owner: Washington Ag Supply Phone Number (319) 653 - 2257

Mailing Address of Property Owner: 702 E. 4th St., Washington, IA 52353

SITE & CONSTRUCTION INFORMATION

Zoning District I-1

Address of site: same as listed above Use of Property Industrial

Class of work: ☒ New ☐ Addition ☐ Alteration ☐ Repair ☐ Move ☐ Remove

Setbacks: Front yard 98 Side yard (1) 133 (2) 106 Rear yard 82

Height of structure 26 ft. Construction Dimensions 80 x 180 = 14400 SF/LF

Describe Work: build new storage for equipment and office space

Fire Sprinkler Required: ☐ Yes ☒ No

CONTRACTOR INFORMATION

Architect/Engineer: Nel-Stuct, LLC License # 11033

Contact Name: Dennis S. Nelson

Phone Number () -

General Contractor: W-3 Construction LLC

License #

Contact Name: Craig Wiggins

Phone Number (319) -

Plumbing: License #

Contact Name: Phone Number () -

Electrical: License #

Contact Name: Phone Number () -

Mechanical: License #

Contact Name: Phone Number () -

Concrete: License #

Contact Name: Phone Number () -

Sewer/Water: License #

Contact Name: Phone Number () -

Excavation: License #

Contact Name: Phone Number () -

ZONING ADMINISTRATOR

Does the proposed construction and use of it comply with ordinances: ☒ yes ☐ no

If "no" explain: _____

Date : 3 / 18 / 20 14 Signed: _____

PLUMBING INSPECTOR

Does the proposed construction adhere to the plumbing code: ☐ yes ☐ no

If "no" explain: _____

Date : _____ / _____ / 20 Signed: _____

ELECTRICAL INSPECTOR

Does the proposed construction adhere to the electrical code: ☒ yes ☐ no

If "no" explain: _____

Date : _____ / _____ / 20 Signed: _____

FIRE INSPECTOR

Does the proposed construction adhere to the fire code: ☐ yes ☐ no

If "no" explain: _____

Date : _____ / _____ / 20 Signed: _____

SETBACK INFORMATION

Setback/pin verification: Preconstruction by: Steve Donnolly Date : 3 / 14 / 20 14

Construction by: _____ Date : _____ / _____ / 20

Note: _____

OTHER PERMITS/FORMS REQUIRED

(Check ALL that apply)

☒ Electrical ☒ Plumbing ☒ Mechanical ☐ Excavation ☐ Demolition
☐ Water Tap ☐ Sewer Tap ☐ Survey Waiver

NOTES/INFORMATION

CONTACT INFORMATION

Building/ Plumbing/Footing Questions: Steve Donnolly 319/653-6584 X24 or 319/458-0190

Electrical Questions: Dave Bruns 319/461-6283

Permits and related information available online at www.washingtoniowa.net

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2016-2017 CITY BUDGET**

The City Council of WASHINGTON in WASHINGTON County, Iowa
will meet at 120 E MAIN STREET, WASHINGTON, IOWA
at 6:00 on 12/20/2016
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2017
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	3,409,212		3,409,212
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	3,409,212	0	3,409,212
Delinquent Property Taxes	4	0		0
TIF Revenues	5	194,720		194,720
Other City Taxes	6	794,082		794,082
Licenses & Permits	7	122,775		122,775
Use of Money and Property	8	135,754		135,754
Intergovernmental	9	1,478,402	1,832,146	3,310,548
Charges for Services	10	4,931,659		4,931,659
Special Assessments	11	20,000	36,000	56,000
Miscellaneous	12	258,686	70,248	328,934
Other Financing Sources	13	1,849,300	3,627,237	5,476,537
Transfers In	14	4,901,426	1,309,039	6,210,465
Total Revenues and Other Sources	15	18,096,016	6,874,671	24,970,687
Expenditures & Other Financing Uses				
Public Safety	16	1,841,167		1,841,167
Public Works	17	1,384,759	72,492	1,457,251
Health and Social Services	18	0		0
Culture and Recreation	19	845,273		845,273
Community and Economic Development	20	38,639		38,639
General Government	21	881,154		881,154
Debt Service	22	1,292,235		1,292,235
Capital Projects	23	1,153,639	1,866,577	3,020,216
Total Government Activities Expenditures	24	7,436,866	1,939,069	9,375,935
Business Type / Enterprises	25	6,589,908	4,790,874	11,380,782
Total Gov Activities & Business Expenditures	26	14,026,774	6,729,943	20,756,717
Transfers Out	27	4,901,426	1,309,039	6,210,465
Total Expenditures/Transfers Out	28	18,928,200	8,038,982	26,967,182
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-832,184	-1,164,311	-1,996,495
Beginning Fund Balance July 1	30	5,600,967	1,678,645	7,279,612
Ending Fund Balance June 30	31	4,768,783	514,334	5,283,117

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

Carry over capital projects from FY16

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

Kelsey Brown
City Clerk/ Finance Officer Name

Offsetting RV	RV Source
0.00	0.00
0.01	0.01
0.02	0.02
0.03	0.03
0.04	0.04
0.05	0.05
0.06	0.06
0.07	0.07
0.08	0.08
0.09	0.09
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0.11	0.11
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0.96	0.96
0.97	0.97
0.98	0.98
0.99	0.99
1.00	1.00

1

- FY16/FY17 overlap project \$673,484 in FAA Grant (90% funded); \$70,760 local match
- Additional design expenses approved by FAA; FAA Grant \$33,298.33(90% funded); Airport Trsf \$3,689.82
- Carry over project, \$500,000 Ind. Develop Transfer, 525,364.38 DOT Grant, 66,250.75 Riverboat Grant
- Funded by \$250,000 Go Debt, \$72,900 Road Use, \$110,000 Riverboat, \$36,000 Special Assessment
- Carry over project from FY16, offset by TIF revenues

-Carry over project from FY16 \$129,237 GO Debt, 4,880,000 SRF Debt, \$600,000 Grant, \$390,763 Water Transfer In

-Carry over project from FY16

\$6,874,671.07

In Amount	Purpose
-----------	---------

In Amount	Purpose
30,163.00	Airport Apron Ext/Ramp
40,597.00	Airport Apron Ext/Ramp
3,669.82	Airport Runway
500,000.00	Airport Business Park
58,218.51	Oakwood Village/Countryside
72,900.00	Sitter/H Ave Recon
38,477.06	Elm Grove Columbarium
1,357.10	Tow Lot
390,763.00	Water Plant Upgrades
98,000.00	Well #6 and #7 Repairs
74,873.82	Courthouse sewer sep

1,309,039.31

Business Park expenses include	\$918,791.71 to Delong
	\$175,374.71 to Alliant for Gas/Electric Installation
	\$2,368.08 to A & R for Right of Way services
	\$22,800 to V & K

*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*

Memorandum

December 2, 2016

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

From: Brent Hinson
City Administrator

Re: Purchase of Dump Truck

In the FY17 budget, Council approved \$33,000 for the purchase of a used automatic diesel dump truck. We have been trying to remove the gas-powered models from our fleet (the unit to be sold off is a 2000 GMC, which is also a manual transmission), as they are not nearly as reliable, and we have lots of problems burning out clutches with the low speeds and start & stop driving we tend to do, especially in the winter months.

The M/C department has spent a considerable amount of time seeking out a dump truck to meet our specifications. As Assistant Superintendent Tim Kleese has outlined in the attachments, we found an excellent 2003 International 4400 that is available for \$37,000. He has provided documentation of comparable (but inferior) models that are also currently available on the market.

We will plan to reuse the plow on the GMC for this International unit, and we believe we can get \$4,000 sale value for the GMC on the public surplus auction site we utilize. For comparison, a very similar unit we sold last year went for \$5,500 (with a plow). Therefore, we believe it is reasonable to suggest that we will likely be at or below the \$33,000 budget for the truck once you factor in the sale price of the old truck.

2003 International 4400

Zimmerman Truck Sales

Zimmerman, Minnesota

After searching the Midwest for six months, we finally found this truck at the same dealership we bought our last truck in Zimmerman, Minnesota. This truck comes from New Mexico from a utility COOP , so there is no body, or frame rusting from salt products. It comes with a DT466 engine, identical to the 4 others in our fleet. It also includes an Allison automatic transmission, both of which we have had great luck with. We have gone to automatic transmissions in the town environment to eliminate never ending clutch issues with the constant start and stop driving.

This truck has new tires all around, and the box has been sandblasted and repainted. Zach made the trip up there with Seth, to look the truck over, and was very impressed with the condition overall.

Ron , the owner has agreed to bring the price down to \$37000 from \$38950, since we are repeat customers. This is \$2000 above the budgeted amount we asked for, but a truck in this good of condition, will be a long term investment for the City, and finding these units in this good of condition, with the automatic transmission , is getting to be more difficult.

Zach asked for a trucking quote from him to deliver it to us, but I haven't received it at this time. I have added examples of two other

trucks, one is a manual transmission with 150,000 miles on it, and the other is a 10000 higher mile unit for about the same price. Thank you for your consideration.

*Recommendation***2003 INTERNATIONAL 4400****For Sale Price: USD \$38,950****Contact Information****ZIMMERMAN TRUCK SALES**

ZIMMERMAN, Minnesota

Phone: (763) 856-2121

Contact: Ron Molney

**Description**

2003 INTERNATIONAL 4400, DT-466 @ 225HP, ALLISO MD 3060 5SPD TRANS, 5.557 GEAR RATIO, 31,000 GWW, 10FT DUMP BODY WITH ROLL TARP, HOT SHIFT CHELSA PTO, AIR BRAKES AND AIR TO THE REAR, BENDIX AIR DRYER, TWO TRAILER RECEPTACLES, HD PINTLE HITCH, AIR COND, CRUISE, TILT WHEEL, 55 GAL FUEL TANK, , ALL NEW RUBBER, CLEAN RUST-FREE, WELL MAINTAINED SOUTHERN MUNICIPAL TRUCK WITH 81,809 ORIGINAL MILES FOR \$38,950

****NATIONWIDE DELIVERY AVAILABLE****

Cruise Control, Tilt/Telescope

Specifications

Quantity	1	Year	2003
Manufacturer	INTERNATIONAL	Model	4400
Location	ZIMMERMAN, Minnesota	Condition	Used
Mileage	81,809 mi	Horsepower	225
Engine Manufacturer	International	Engine Type	DT-466
Fuel Type	Diesel	Transmission	Automatic
Gross Vehicle Weight	31,000 lb	Drive Side	Left Hand Drive
Cab	Standard Cab		

2002 INTERNATIONAL 4400

Comparable Model

For Sale Price: USD \$38,750

Contact Information

DTI Trucks

Wheat Ridge, Colorado

Phone: (888) 508-0522

Contact: Truck Sales



Description

2002 International 4400 Dump Truck, International 7.6L DT466 Turbo Diesel Engine With 250 HP, Allison MD3560 6 Speed Automatic Transmission, 4X2-Rear Wheel Drive, 33,000 Lbs. GVWR, 12,000 Lb. Front Axle, 21,000 Lb. Rear Axle, Air Brakes, Spring Suspension, Standard Cab, A/C, Cruise Control, Tilt Steering, AM/FM Radio, Manual Windows, Mirrors And Locks, Driver & Passenger Vinyl Air Seats, Rubber Floors, 55 Gallon Steel Fuel Tank, 22.5" Steel Wheels With Good Tires, 10' Steel Dump Body w/Cab Shield, Strobe Light, Directional Light Board, PTO Driven Hoist, Dual Action Air Tail Gate, Dual Coal Chutes, Pintle Plate With Hook & D-Rings, Air Glad Hands, Electrical Connectors, 29" Under Body Mounted Tool Box, Strong Running Dump Truck With Only 98K Miles! This Dump Truck Is For Sale @ DTI Trucks On 44th Ave In Wheat Ridge, Colorado.

Power Steering, Tilt/Telescope, A/C: Excellent, Cruise Control, Heated Mirrors, Turbo; 4x2

Specifications

Quantity	1	Stock Number	10016
Year	2002	Manufacturer	INTERNATIONAL
Model	4400	Location	Wheat Ridge, Colorado
Condition	Used	VIN	1HTMKAAN02H547417
Mileage	98,767 mi	Horsepower	250
Engine Manufacturer	International	Engine Type	7.6L DT466 Turbo Diesel
Fuel Type	Diesel	Transmission	Automatic
Suspension	Spring	Number of Rear Axles	Single
Length	10 ft	Tires	22.5"
Wheels	All Steel	Gross Vehicle Weight	33,000 lb
Front Axle Weight	12,000 lb	Rear Axle Weight	21,000 lb
Composition	Steel	Drive Side	Left Hand Drive
Cab	Standard Cab		

*Comparable Model***2003 INTERNATIONAL 4400 SBA****For Sale Price: USD \$35,500****Contact Information****CTE Equipment**

Kansas City, Missouri

Phone: (888) 489-7907

Contact: Sales Dept CTE-Equipment

**Description**Fuller FS-6406N 6 Speed Manual Transmission...

Air Brakes W/Trailer Supply

50 Gallons Steel Fuel Tank

Pull Plate, Pintle Hitch, Air & Electric Connections

33K LBS. GVW; 12K LBS. Front Axle; 21K LBS. Rear Axle; Diff. Lock

11R22.5 Tires, Steel Wheels

150 Inch Wheelbase

Single Frame

Standard Daycab

3 Piece F/G Tilt Hood; Aerodynamic Mirrors

Manual Windows; Manual Door Locks

Deluxe Trim Interior

Cruise Control, Tilt Steering Column

High Back Fixed Driver Seat; 2 Passenger Bench

Davis FMT 6-10 Dump Body, 6-8 Cubic Yards

10'L x 8'W; 27" Sides W/10" Painted Pine Wood Extensions

1/2 Cab Protector; Air Operated APSCO Tailgate Lock; Asphalt Apron; Air Shift PTO

Davis FMT 53-84 (3)-Stage Front Mount Telescopic Hoist, 26 Ton Lift Capacity

US Tarp 11528 Heavy Duty Arm Type Tarp System; Ground Level Crank, Chain Guard And Mesh Tarp

60K LB. Rated Capacity Towing Package

Differential Lock; 4x2

Specifications

Quantity	1	Stock Number	3H600839
Year	2003	Manufacturer	INTERNATIONAL
Model	4400 SBA	Location	Kansas City, Missouri
Condition	Used	VIN	1HTMKAAN53H600839
Mileage	<u>150,906 mi</u>	Horsepower	215
Engine Manufacturer	International	Engine Type	DT466
Transmission	6 Spd	Suspension	Spring
Number of Rear Axles	Single	Ratio	4.88
Tires	11R22.5	Wheels	All Steel
Wheelbase	150 in	Gross Vehicle Weight	33,000 lb
Front Axle Weight	12,000 lb	Rear Axle Weight	21,000 lb
Composition	Steel	Drive Side	Left Hand Drive
Cab	Standard Cab		

Date of Issuance:
 Owner: City of Washington, Iowa
 Contractor: Cahoy
 Engineer: FOX Engineering
 Project: Well 7 Pump Replacement

Effective Date:
 Owner's Contract No.:
 Contractor's Project No.:
 Engineer's Project No.: 3424-16B
 Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description:

Item 1: Use electric submersible motor furnished by the Owner on the new submersible pump. (Deduct \$7,588.58).

Item 2: Replace new silent check valve upstream of the flowmeter to replace valve which has reached the end of its service life. (Add \$4,321.00).

Item 3: Replace butterfly isolation valve to replace the existing dysfunctional valve, and add a sample tap and ball valve which meets current design standards. (Add \$1,535.00)

Item 4: Replace the ductile iron tee downstream of the flow meter with a new painted tee fitting and blind flange fitted to receive the new sample tap assembly. (Add \$1646.00)

Item 5: Add 43 days to the original contract completion dates because of a delay in filling the tank due to a major water main leak in July/August 2016.

Attachments: n/a

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ 60,945.00	Original Contract Times: Substantial Completion: August 2, 2016 Ready for Final Payment: n/a days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ 0.00	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: 0 Ready for Final Payment: 0 days
Contract Price prior to this Change Order: \$ 60,945.00	Contract Times prior to this Change Order: Substantial Completion: August 2, 2016 Ready for Final Payment: n/a days or dates
[Increase] [Decrease] of this Change Order: \$86.58	[Increase] [Decrease] of this Change Order: Substantial Completion: 20 Ready for Final Payment: n/a days or dates
Contract Price incorporating this Change Order: \$ 60,858.42	Contract Times with all approved Change Orders: Substantial Completion: August 22, 2016 Ready for Final Payment: n/a days or dates

RECOMMENDED:
 By: [Signature]
 Engineer (if required)
 Title: R. J. Baker, P.E.
 Date: 12/1/2016

ACCEPTED:
 By: _____
 Owner (Authorized Signature)
 Title: _____
 Date: _____

ACCEPTED:
 By: [Signature]
 Contractor (Authorized Signature)
 Title: President
 Date: 12/22/16

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



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

Memorandum

December 2, 2016

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

From: Brent Hinson
City Administrator

Re: Strategic Priorities for 2017 and 2018

Attached is a proposed goals resolution for calendar years 2017 and 2018. While I had originally planned an additional worksession to discuss the priorities, it seemed like based on the level of consensus at the last meeting that you might be ready to consider the goals resolution at this meeting. I have tried my best to organize the resolution and to reflect the discussion held at the November 22 meeting.

If you are not ready for formal consideration, you can always use the time in this meeting for discussion, and provide direction as to changes you would like to see for formal consideration at the December 20 meeting.

RESOLUTION NO. _____

**A RESOLUTION SETTING STRATEGIC PRIORITIES
FOR THE CITY OF WASHINGTON**

WHEREAS, the City Council sees the importance of strategic planning as a method for confronting the many challenges and opportunities presented our community; and

WHEREAS, the City Council met in special session on November 22, 2016 to update its top strategic priorities for 2017 and 2018:

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

Section 1. The City Council establishes the following as strategic priorities for 2017 and 2018:

- Construct major sewer inflow/infiltration (I/I) improvements in southeast sewer basin.
- Promote placing of a hotel/motel tax referendum on the ballot by the end of 2017.
- Make final decisions regarding direction of Police, Fire and City Hall building improvements, with the goal of having the first improvements project under construction contract by the end of calendar year 2018.
- Promote improvements to parks & recreation, through construction projects and broadening community support & engagement.
- Actively promote residential housing development, including proposed South 15th Avenue subdivision.

Section 2. While keeping in mind the broad range of important priorities the City may have, the City Council establishes its intent that the following long-term priorities and projects will receive continued emphasis:

- Strongly emphasize efforts toward eliminating sources of inflow/infiltration (I/I) of stormwater into the sanitary sewer system
- Continue \$600,000 annual street program, emphasizing improvement of collector routes and street connectivity as top priorities
- Continue development of West Buchanan Street corridor to Highway 1
- Maintain/improve existing parks and develop Wellness Park
- Actively promote increased housing development
- Complete Police/Fire/City Hall building improvements

Section 3. The City Council recognizes the following items as organizational values that it will seek to uphold in its deliberations and actions:

- Maintain public trust
- Maintain public safety
- Maintain strong financial condition
- Support economic development efforts & programming

- Strategic and cost-effective deployment of resources, based on strong long-range planning, including implementation of the 2012 Comprehensive Plan and the 2013 Water Facility Plan.

Section 4. The City Council commits to seeing that all of the above goals remain top priorities for the coming years and that continuing progress be made toward on-going commitments and priorities. The City Administrator is directed to provide regular updates to allow for proper benchmarking. Strategic Priorities are to be reviewed regularly.

PASSED AND APPROVED this 6th day of December, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

ORDINANCE NO. _____

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

WHEREAS, pursuant to Resolution No. 2013-093, the City Council of Washington declared the City's intent to enter into a Development Agreement with Briarwood Partners, LLC (the "Developer") if the Developer was granted tax credits from the Iowa Finance Authority ("IFA") under the Section 42 Housing Program to build housing (comprising two buildings) of low to moderate income housing and market rate housing units within the City (the "Project"); and

WHEREAS, pursuant to Resolution No. 2014-055, the City Council of Washington authorized the making of tax increment payments to the Developer and the execution of a development agreement with regard to the Project; and the City and the Developer previously entered into such a Development Agreement dated as of June 17, 2014 (the "Original Agreement"); and

WHEREAS, pursuant to the Resolution No. 2014-104, the City Council of Washington approved a change of site of the Project and amendment of the Original Agreement; and

WHEREAS, IFA awarded the Developer funds through the State HOME program in the amount of \$999,000 and tax credits in the amount of \$389,355 for the Project; and

WHEREAS, the Project is located within the Unified Washington Urban Renewal Area (the "Urban Renewal Project Area"); and

WHEREAS, it is now necessary for the City to pass an ordinance setting the base value of the Project and directing incremental revenues into a special project fund to pay rebates required under said Development Agreement.

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

Section 1: For purposes of this Ordinance, the following terms shall have the following meanings:

"Project Area" means the following described real property in the City of Washington:

Auditor's Parcel C, which is a part of Lot 3 of the Irregular Survey of the NE ¼ of Section 19, Township 75 North, Range 7 West of the 5th P.M., as shown in Plat Book 27 at page 0041, Records of the Washington County Recorder (collectively the "Property");

Section 2: The taxes levied on the taxable property in the Project Area located in the Urban Renewal Project Area, legally described in Section 1 hereof, by and for the benefit of the State of Iowa, City of Washington, County of Washington, Washington Community School District, and all other taxing

districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 3: As to the Project Area, base period taxes on this Property shall be computed in the same manner using the total value shown on the assessment roll as of January 1, 2015, being the assessment roll applicable to the Property in the Project Area as of January 1 of the calendar year preceding the effective date of this Ordinance.

Section 4: That portion of the taxes each year in excess of base period taxes for the Project Area shall be allocated to and when collected be paid into the special tax increment fund previously established by the City of Washington to pay the principal of and interest on loans, monies advanced to, or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under authority of Section 403.9 or Section 403.12 of the Code of Iowa, incurred by the City of Washington, Iowa to finance or refinance, in whole or in part, urban renewal projects undertaken within the Unified Washington Urban Renewal Project Area pursuant to the Urban Renewal Plan, as amended, except that taxes for the payment of bonds and interest of each taxing district shall be collected against all property within the Urban Renewal Project Area without any limitation as hereinabove provided.

Section 5: Unless or until the total assessed valuation of the taxable property in the areas of the Urban Renewal Project Area exceeds the total assessed value of the taxable property in said areas shown by the assessment rolls referred to in Section 3 of this Ordinance, all of the taxes levied and collected upon the taxable property in the Project Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 6: At such time as the loans, monies advanced, bonds and interest thereon and indebtedness of the City of Washington referred to in Section 4 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the Urban Renewal Project Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 7: All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to continue the division of taxes from property within the Urban Renewal Project Area enacted prior to this Ordinance and to fully implement the provisions of Section 403.19 of the Code of Iowa with respect to the division of taxes from property within the Project Area described above. In the event that any provision of this Ordinance shall be determined to be contrary to law it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the Urban Renewal Project Area and the territory contained therein.

Section 8: This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed and approved this _____ day of November, 2016.

Sandra Johnson, Mayor

ATTEST:

Illa Earnest, City Clerk

Approved on First Reading: November 1, 2016
Approved on Second Reading: November 15, 2016
Approved on Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2016.

Illa Earnest, City Clerk

RESOLUTION NO.

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

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

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

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

The property of Linda L. (McFarland) Govednik at 1101 N. Iowa Ave. for the amount of \$51.42. Legal Description (04 41 Highland Park). Parcel Number (11-08-390-006).

The property of Nichalous Luke at 517 S. Ave. C. for the amount of \$609.16. Legal Description (03 ORRS SD LOT 3 & ADJ AVC ALY). Parcel Number (11-17-359-014).

The property of Nichalous Luke at 820 S. Marion Ave. for the amount of \$46.26. Legal Description (06 06 S WASH EXC E 16.5 FT). Parcel Number (11-20-134-005).

and,

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

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

Passed and Approved this 6th day of December, 2016.

Sandra Johnson, Mayor

Attest:

Illa Earnest, City Clerk

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



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

Memorandum

December 2, 2016

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

From: Brent Hinson
City Administrator

Re: Capital Improvements Plan (CIP) Update

As per our discussion last time, I have filled out the proposed CIP. I attempted to get the most projects possible done within the resources we project to have available.

The big gluts of projects are envisioned to be in Fiscal 2018 and Fiscal 2020. This is when we will have G.O. bond money available to assist in major projects. As per our discussion last time, I did move the Wellness Park back from FY18 to FY20, as that is probably more realistic given the unclear direction of the project at the current time. However, I did program (and show in the CIP) \$25,000 for both FY18 and FY19 to assist in conceptualizing and designing this project.

I have included \$50,000 toward the Woodlawn Cemetery gates and building improvement. This structure was recently placed on the National Register of Historic Places, and is a rare example of the Egyptian Revival style. I really have no idea of the cost of any improvements, but thought we could at least use this as a placeholder. We have requested that architect Doug Steinmetz from Cedar Rapids conduct a technical assistance evaluation of the structure. This service is paid by the State of Iowa, with the exception of mileage and reimbursables, and should yield much better design ideas and cost estimates for next year's CIP update and budget.

I have tried to include either a major I/I project or major I/I evaluation activities in each year of the proposed CIP. I envision doing a full evaluation of the egg and west side basins within the next five years, in the same manner as we did the southeast basin this past year.

I thought I would mention that in the Water Plant design meeting today, I discussed with FOX the street/water/sewer project we are planning on North 4th Avenue in Fiscal 2021. They felt that if we could somehow figure out how to get that done within the next two fiscal years, we could realize some savings and operational improvement on the discharge for the Water Plant. This site is apparently a more significant sewer separation project than I had previously understood, as well, due to a number of intakes in this area that go to the sanitary on North 4th. We will have to examine in the near future to see what we can make work.

I have included \$300,000 for a Parks Maintenance facility in FY22. This assumes that this structure would be placed at the Wellness Park, and would also house the concession stand and restrooms for the park. Should we come up with a different concept, it is possible we could end up with a significantly less expensive Parks shop but the cost of a separate concessions/restrooms building.

Finally, I have programmed the installation/upsizing of the water main on South 4th from Washington to Jackson in FY22. If we do not have enough money to do the project in FY22, we can wait a year and should have the additional resources to do the project in FY23, or alternatively, could put in the water main from Washington to Madison in FY22, and construct the rest of it in a future year.

Council Previously Approved/Discussed Projects

FY17 Budgeted/Council Approved/Carryover

Proj #	Proj Type	Amount Budgeted	GO Debt	SRF Debt	Water	Sewer	Road Use	TIF	Quarterly Riverboat	Special Assess	Grant	Other	Notes
Fiscal 2017													
027	R	\$468,900	\$250,000				\$72,900		\$110,000	\$36,000			Incl with Siller (B to Iowa)
029	W	\$6,000,000	\$129,237	\$4,880,000	\$390,763						\$600,000		Apply for \$600k CDBG
044	A	\$817,528					\$51,590				\$735,775	\$30,163	Airport 002 match
045	A	\$300,000									\$150,000	\$150,000	Incl with Taxiway Project
	W	\$618,000			\$618,000								Airport 002 match
FY17 Totals		\$8,204,428	\$379,237	\$4,880,000	\$1,008,763	\$0	\$124,490	\$0	\$110,000	\$36,000	\$1,485,775	\$180,163	
Fiscal 2018													
014	W	\$487,108											Bore Line & Patch Brick
024	B	\$2,488,694	\$700,000		\$487,108				\$914,827		\$250,000	\$623,867	Land Owner reimb \$75k
	R/SS/SSW	\$825,000	\$250,000			\$120,000	\$100,000		\$250,000	\$30,000		\$75,000	Incl w/S. 15th Subdiv.
026	SS												In-House Project
034	W	\$35,000			\$35,000						\$540,000	\$25,000	Phase 2
043	A	\$600,000					\$35,000				\$25,000	\$25,000	
	P	\$25,000									\$17,000	\$17,000	
	P	\$17,000									\$100,000	\$60,000	Joint with WCCB
	P	\$160,000				\$200,000					\$890,000	\$825,867	
FY18 Totals	S	\$1,300,000	\$1,100,000	\$0	\$522,108	\$320,000	\$135,000	\$0	\$1,164,827	\$30,000			
		\$5,937,802	\$2,050,000	\$0									
Additional Funds Available													
Fiscal 2019													
023	R/SS	\$603,200	\$250,000				\$123,200		\$390,000	\$40,000			In-House FY19
032-1	W	\$25,000			\$25,000						\$25,000	\$25,000	
	B	\$50,000										\$25,000	
	P	\$25,000											
	S	\$200,000				\$200,000							
FY19 Totals		\$1,103,200	\$250,000	\$0	\$25,000	\$200,000	\$123,200	\$0	\$390,000	\$40,000	\$25,000	\$50,000	
Additional Funds Available													
Fiscal 2020													
039	R/SS	\$626,000	\$250,000				\$96,000		\$250,000	\$30,000			
042	B	\$1,474,437	\$700,000						\$150,000		\$100,000	\$524,437	
	A	\$200,000									\$160,000	\$40,000	Airport 002 match- FY20?
	P	\$50,000										\$50,000	
	P/RSW	\$1,000,000	\$1,000,000										
	S	\$1,000,000	\$1,000,000										
	W	\$75,000			\$75,000								In-House FY20-22
FY20 Totals		\$4,425,437	\$2,950,000	\$0	\$75,000	\$0	\$96,000	\$0	\$400,000	\$30,000	\$260,000	\$614,437	
Additional Funds Available													
Fiscal 2021													
02/25/30	R/SW	\$600,000	\$250,000		\$50,000	\$100,000			\$200,000				
Additional Funds Available													

N 4th Street/Water/Sewer Rep- 5th to 7th

Proj #	Proj Type	Amount Budgeted	GO Debt	SRF Debt	Water	Sewer	Road Use	TIF	Quarterly Riverboat	Special Assess	Grant	Other	Notes
022	W	\$400,000			\$400,000								
037	R/S/S/W	\$2,558,289						\$731,851			\$1,826,438		
	P	\$75,000										\$75,000	
	S	\$125,000					\$125,000						
FY21 Totals:		\$3,758,289	\$250,000	\$0	\$450,000	\$100,000	\$125,000	\$731,851	\$200,000	\$0	\$1,826,438	\$75,000	
	<i>Additional Funds Available</i>												
	Fiscal 2022												
	P	\$30,000										\$30,000	
	P	\$300,000											
	R/S/S	\$754,400	\$250,000				\$154,400		\$300,000				Wellness Concess/BR
	S	\$200,000				\$200,000			\$300,000	\$50,000			
	W	\$302,500			\$302,500								
FY22 Totals:		\$1,586,900	\$250,000	\$0	\$302,500	\$200,000	\$154,400	\$0	\$600,000	\$50,000	\$0	\$30,000	Top Priority in Fac Plan
	<i>Additional Funds Available</i>												
Prev Appr Totals		\$25,016,056	\$6,129,237	\$4,880,000	\$2,383,371	\$820,000	\$758,090	\$731,851	\$2,864,827	\$186,000	\$4,487,213	\$1,775,467	
<i>Add Funds Available</i>		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Future Years or Unscheduled												
021	S	\$200,000											Programmed for FY24
033	R/S/S/W	\$3,000,000											
	W	\$2,333,000											
036	S	\$100,000											
038	R/S/S	\$596,800											
040	R/S/S	\$468,000	\$250,000						\$195,000	\$23,000			Proposed for FY23 Future years (City match)
046	A	\$400,000											Stays in future years Main Possible In-House
047	A	\$2,563,845											
032-2	W	FOX											
041-2	S	\$180,000											
	P	\$30,000											
S. 4th Mill & Overlay-	R	\$285,000											
N. Iowa Mill & Overlay-	R	\$260,000											
S. Ave B Mill & Overlay-	R	\$430,000											
North 2nd Underpass Evaluation	R	\$25,000											
S. 6th Paving- Van Buren to Monroe +SRTS	R/S/S	\$436,000											
S. 6th Paving- Mon to Mad + Mon 4th to 6th	R/S/S	\$377,250											
N. 2nd Street Improv Phase 1- 5th to 11th	R/S/S	\$1,000,000											
S. 2nd Sewer- Monroe to Jackson	S												Fed Aid after W. Buch?
Jefferson Watermain- D to C, B to Cul-de-Sac	W	FOX											Per Facility Plan
S. 2nd Watermain- Madison to Tyler	W												
Future Years Total		\$12,664,895	\$250,000	\$0	\$0	\$0	\$0	\$0	\$195,000	\$23,000	\$0	\$0	