

AGENDA

COUNCIL MEETING

Tuesday, May 22, 2018

5:30 P.M.

CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER:

II. OPEN FORUM: This is a time for any concerned citizen to speak to the Council on an item that is not on the agenda.

III. CONSENT ITEMS:

- A. 5/8/18 regular Council meeting minutes.
- B. Jefferson Area Chamber of Commerce, d.b.a. as Bell Tower Festival, Class BB License.
- C. Class C Beer Permit Renewal for Oly's Corner.
- D. Emma Sadoris as part time golf course employee, \$7.50 per hour.
- E. Cigarette Permits. July 1, 2018 through June 30, 2019.

IV. NEW BUSINESS:

- A. Public hearing FY 2017-2018 budget amendments.
- B. Approval of resolution for the 2017-2018 budget amendments.
- C. GCDC Quarterly update and request for funds.
- D. Consider approval of appointing Mary Jane Fields and Dr. Susan Laehn to Library Trustees
- E. Consideration of approval to transfer vacant lots at 506 East Clark and 507 N Cedar to Region XII Council of Governments.
- F. Consider approval to accept house at 305 W. State Street.
- G. Consider approval of house moving contract with Atlas Enterprises.
- H. Consider approval of fireworks permit for Wild Rose Casino & Resort.
- I. Quarterly meeting with Main Street.
- J. Consider approval of resolution of support and financial assistance for Main Street Program.

V. REPORTS:

- A. Mayor
- B. Engineer
- C. City Clerk
- D. Attorney
- E. City Administrator
- F. Council & Committees

VI. ADJOURN.

AGENDA SUMMARY

DATE 5/22/18

NEW BUSINESS

I. NEW BUSINESS:

- A. **Public hearing FY 2017-2018 budget amendments.**
- B. **Approval of resolution for the 2017-2018 budget amendments.** Attached
- C. **GCDC Quarterly update and request for funds.**
- D. **Consider approval of appointing Mary Jane Fields and Dr. Susan Laehn to Library Trustees.**
- E. **Consideration of approval to transfer vacant lots at 506 East Clark and 507 N Cedar to Region XII Council of Governments.** Region XII applied for grant money one year ago to construct new houses. The application was not funded in 2017 so they are reapplying this year. A letter of intent has been attached.
- F. **Consider approval to accept house at 305 W. State Street.**
- G. **Consider approval of house moving contract with Atlas Enterprises.** Attached is the contract.
- H. **Consider approval of fireworks permit for Wild Rose Casino & Resort.** Last year the City and Wild Rose combined resources to have a display at the casino. The intent is to have a 30 minute show.
- I. **Quarterly meeting with Main Street.** Information attached
- J. **Consider approval of resolution of support and financial assistance for Main Street Program.** Attached is an agreement between Iowa Economic Development Authority, the City of Jefferson and Main Street outlining what the responsibilities of each entity is to continue the Main Street program

COUNCIL MEETING

May 8, 2018

5:30 P.M.

PRESENT: Ahrenholtz, Teeples, Sloan, Wetrich, Gordon
ABSENT: None

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Sloan, second by Teeples, the Council approved the following consent agenda:
April 24, 2018 Council Minutes, Greene County Fair Association, Class C Liquor License, Wild Rose Jefferson, LLC, Class C Liquor License, Hire Dale Morlan as Public Works summer help (\$11.00 hr) and payment of monthly bills from City funds.

AYE: Gordon, Ahrenholtz, Sloan, Wetrich, Teeples
NAY: None

On motion by Gordon, second by Sloan, the Council approved first reading of an ordinance to add provisions pertaining to the 2018 RAGBRAI event.

AYE: Teeples, Ahrenholtz, Wetrich, Gordon, Sloan
NAY: None

On motion Gordon, second by Teeples, the Council approved waiving second and third reading of an ordinance to add provisions pertaining to the 2018 RAGBRAI event.

AYE: Wetrich, Sloan, Ahrenholtz, Gordon, Teeples
NAY: None

ORDINANCE NO. 583

On motion by Gordon, second by Sloan, the Council adopted Ordinance No. 583, an ordinance approving action on an ordinance to add provisions pertaining to the 2018 RAGBRAI event.

AYE: Ahrenholtz, Teeples, Sloan, Wetrich, Gordon
NAY: None

Nick Sorensen gave a presentation on moving a house from 305 W State to 407 W Lincoln Way for house rehabilitation. Councilmen Ahrenholtz, Gordon & Wetrich directed staff to move forward with this project. Councilmen Teeples & Sloan were not in favor of staff moving forward with this project.

The following bills were approved for payment from the City funds:

ABC PEST CONTROL	PEST CONTR	323.15
ACCESS SYSTEMS	RN CPIER LSE	20.76
ACCESS SYSTEMS INC	RN CPIER LSE	630.74
ACCESS SYSTEMS LEASING	PA CPIER LSE	582.28
ACCO UNLIMITED CORP	WA CHEM	1,373.00
ACTION GRAPHICS & DESIGNS	GCRSE ADV	144.00
AED MARKET	PD LIFEPAK	2,790.00

Cigarette/Tobacco/Nicotine/Vapor Permit July 1, 2018- June 30, 2019

Casey's General Store #1617 (Elm)

Dollar General Store #8463

Fareway Stores, Inc. #888

Hy-Vee, Inc.

Oly's Corner Inc.

Sparky's One Stop #22

White Oak Station #84

Wild Rose Jefferson LLC

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2017-2018 CITY BUDGET**

The City Council of Jefferson in GREENE County, Iowa
 will meet at City Hall
 at 5:30 p.m. on 05/22/2018
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2018
(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 1,963,074		1,963,074
Less: Uncollected Property Taxes-Levy Year	2 0		0
Net Current Property Taxes	3 1,963,074	0	1,963,074
Delinquent Property Taxes	4 0		0
TIF Revenues	5 573,437		573,437
Other City Taxes	6 790,731	6,400	797,131
Licenses & Permits	7 14,900	8,000	22,900
Use of Money and Property	8 99,290		99,290
Intergovernmental	9 666,670	1,077,155	1,743,825
Charges for Services	10 3,294,966	-4,000	3,290,966
Special Assessments	11 10,000		10,000
Miscellaneous	12 37,150	585,123	622,273
Other Financing Sources	13 0		0
Transfers In	14 2,525,743		2,525,743
Total Revenues and Other Sources	15 9,975,961	1,672,678	11,648,639
Expenditures & Other Financing Uses			
Public Safety	16 751,578	88,000	839,578
Public Works	17 1,431,595	290,000	1,721,595
Health and Social Services	18 5,000		5,000
Culture and Recreation	19 1,160,670	51,000	1,211,670
Community and Economic Development	20 165,000		165,000
General Government	21 539,196		539,196
Debt Service	22 914,387		914,387
Capital Projects	23 0	1,565,131	1,565,131
Total Government Activities Expenditures	24 4,967,426	1,994,131	6,961,557
Business Type / Enterprises	25 2,237,938	53,000	2,290,938
Total Gov Activities & Business Expenditures	26 7,205,364	2,047,131	9,252,495
Transfers Out	27 2,525,743		2,525,743
Total Expenditures/Transfers Out	28 9,731,107	2,047,131	11,778,238
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29 244,854	-374,453	-129,599
Beginning Fund Balance July 1	30 8,479,525		8,479,525
Ending Fund Balance June 30	31 8,724,379	-374,453	8,349,926

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

Revs: Bldg Permits; Beer Licenses; Academy Repay; Court Fines;Hotel/Motel; Donations; PACE Funds; Ins Reimbs; Gen Reimbs; Estate Rev; State and Federal Funds; Decr: Recrn/Pool/Cem Chrgs Serv. Exp: PD Academies; Body Cams; Radar; Holiday Hrs; Impound Lighting; P.W.:Street Lights; Equip Mt; Snow Removal; 2017 Paving Proj; Memorial/Donation/Grant Exp; Cult & RN: Clubhouse Mt/Improv; Grant Purch; Equip Mt; Util; Advertise; Pro Shop Resale Items; Course Eq Purch; Supp; Cap Proj: Facade Proj; Dwntrwn Bldgs; Streetscape Beautification; Grade Sep

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

Diane M Kennedy
 City Clerk/ Finance Officer Name

05/22/2018

To whom it may concern:

Upon the award of the FHLB funds for the development of new housing, the City of Jefferson, in accordance with Iowa Code Section 364.7, intends to transfer two lots pursuant to a development plan presented by Region XII for the purposes of constructing single family homes on such lots. The now vacant land located at 506 E. Clark St. and 507 N. Cedar St., both in Jefferson were properties the City purchased in order to remove dilapidated houses with the long range intent of constructing new homes on such properties. Housing is one of the City of Jefferson's top priorities so the opportunity to have new houses constructed on these vacant lots would help fulfill that goal.

Respectfully,

Craig Berry, Mayor
City of Jefferson



641-585-3630 tel atlasenterprises.us
 641-585-2525 fax 35545 Hwy 69, Forest City, IA 50436

Move

Dated: May 9, 2018 E-mail: bicjeff@netins.net
 To: City of Jefferson Home Phone: _____
 Contact: Nick Sorenson Hereinafter referred to as the First Party: Work Phone: 515-386-4660
 Address: 220 North Chestnut Street Cell Phone: 515-370-2827
 City: Jefferson State: IA Zip: 50129

THE UNDERSIGNED, Atlas Enterprises, hereinafter referred to as the Second Party, hereby proposes to do the following described work in good workman like order:

Relocate one two-story house approximate dimensions 34' x 52' from 305 West State Street to shown lot at 407 West Lincoln Way, Jefferson City, Iowa. House to be moved over an excavated hole for foundation contractor to ensure a good fit of house to the foundation. First party to make a "One Call" (800-292-8989) to locate utilities one week or more in advance of our start date. First party to remove trees around house for us to put our beams under the house and roll to the East off of the foundation. First party to disconnect and mark all utilities coming into house (electrical, fiber optic, natural gas, water, air conditioner, etc.). Either remove chimney above roof line or establish that it is capable of making the move without danger of it coming down. Clean basement out. Remove furnace, water heater, and softener from basement. Disconnect and remove any ductwork, water lines, plumbing, electrical that is below the bottom of floor joists. Second party will take fireplace and chimney from bottom of floor joists on up through the house. This price is for a 9-foot basement at First party's discretion on elevation. First party will furnish right of way to move house including tree trimming, overhead wires and signs.

Atlas' scheduling is determined by the date they receive a signed contract.

Tentative Start Date	_____	
Proposed Price	<u>29,500.00</u>	\$29,500.00
Additional Expenses	_____	
Tax	<u>No Tax New Foundation</u>	
	Total Price	<u>\$29,500.00</u>

In the event said Proposal is accepted, First Party shall pay 15% of the total price or \$ 4425.00, upon acceptance of this Proposal and before work begins, 50% of balance when raised, and remaining balance before it is set down on the foundation or as follows:

The Second Party shall furnish tools necessary to execute the above described work efficiently and carry same to completion without unnecessary delay, barring delays that might occur through labor disputes, fire, injuries, rain, tornados, or any other inclements of weather or other causes beyond Second Party's control or which justify the delay.

THIS PROPOSAL SHALL BE VOID IF THE SIGNED MOVER'S COPY, AND DOWN-PAYMENT ARE NOT RECEIVED BY SECOND PARTY WITHIN THIRTY DAYS OF THE PROPOSAL DATE. THE DOWN-PAYMENT IS NON-REFUNDABLE.

ACCEPTANCE

The undersigned hereby accepts the proposal of Atlas Enterprises, _____ day of _____, 20____ upon price, terms and conditions stated therein, and Second Party is authorized to do the work specified.

Jefferson Matters: Main Street

Action Plan for 2018

Vision: Downtown Jefferson is a colorful, modernized historic district brimming with art, shopping, dining and activities that people can't wait to get to and can't stop talking about. It's a great space that's part of a great place.

Mission: The mission of Jefferson Matters: Main Street is to work together as a community to strengthen, support and energize Jefferson's downtown through historic preservation.

2018 Priorities:

1. Positive momentum through collaboration.
2. Culture of volunteerism.
3. Business transition, expansion and entrepreneurial development.
4. Expand funding opportunities.
5. Attract people to the Main Street district.

STATUS: May 22, 2018

Design Committee:

Purpose: To encourage improvement of the Main Street district's physical appearance.

- Building Facade Mini-Grant program for facades –Printer's Box received for door.
- Storefront Signage Mini-Grant program approved for \$500 matching and have an application and resource materials available. Unger Insurance received for their signage. Main Street Iowa design consultant met with 6 business owners for signage ideas.
- Planted spring pansies in the planters. Hanging baskets on May 31. Petunias in planters later.
- A second spring was added and summer banner is being printed – go all around the square.
- Business After Hours event on Look OUTSIDE the Box on planters & décor outside of businesses
- Pursue grant opportunities – received mini-grant funding from Rotary (\$2,000) & Wells Fargo (\$1,000)
- Empty window displays – Homestead & HyVee windows completed, ready for Pinnacle
- Christmas decorations – circulating ideas of enhancing downtown decorations.
- City Hall improvements – committee working on valances, table, shadow box area, etc.

Organization Committee:

Purpose: To establish a strong Main Street organization that utilizes a growing number of participants in the implementation and funding of the program.

- Investment drive – \$2,000 from Board of Supervisors
- Monthly newsletters & website updates
- Leadership Award to Roger Aegerter at Main Street Iowa Awards; 21 attended Awards Ceremony
- National Main Street Conference – paid the \$400 fee for Matt Wetrich to attend in March. 9 people attended receiving scholarships
- Family Feud fundraiser raised over \$3,000 with plans to do again next spring & new survey questions during Bell Tower Festival
- Bell Tower Festival booth to promote all of the great things happening!

Tower View Team:

Purpose: To promote and provide artwork in surprising places in Jefferson's Main Street district.

- Arch Alley with David Williamson –received \$52,425 Grow Greene grant for alley project. David will be here for Party in the Alley on June 1 & Bell Tower Festival with foundry.
- Party in the Alley – free event, photo op & selling Be A Part of the Arch buttons for \$20.
- Rooftop Art – Music Straight from the Heart was painted on May 16 on John's Appliance
- Ring Out for Art sculptures arrived week of March 14. 3 sculptures with voting during festival.
- An Evening Affair on the Square fundraiser for Arch Alley underway
- Rocking to RAGBRAI piano was painted by Tony Sims with portraits of local & state
- Sally's Alley – new hose & work on perennials

Economic Vitality Committee:

Purpose: To strengthen and broaden the economic base of the Main Street district.

- Peg contacted businesses interested in Phase 2 of façade rehabilitation to attend May 24 mtg. to hear about program.
- Business After Hours – working on Marketing with Main Street Iowa in fall but other educational opportunities partnering with SBDC & Midwest Partnership.
- Java & Juice events will continue collaborating with Chamber – Main Street Iowa award for this project.
- Challenge Grant for Prairie Lakes AEA – students have completed demo & waiting for electrical & plumbing.
- Community Catalyst Grant – involved in helping in receiving \$100,000 for Pillar Technology; great reception in DM;
- CDBG has been completed & de-federalized – received award for best practices in working together with City.
- Recruitment Team of 11 working with MSI staff with 2 trainings. 473 completed Top Prospect Survey with Restaurant/Brewery/Brew Pub still as top. “Test” with prospect on June 21.

Promotion Committee:

Purpose: To market the Main Street district by establishing a unified image and encouraging an exciting variety of activities for the community.

- Facebook posts are well received.
- Received Main Street Iowa award for Main Street Minute videos – planning to do these with a RAGBRAI edition
- Jefferson IA app has been updated with new Jefferson logo and reviewed for updates by committee.
- HomeTown Teams window display in Mason's window continues with different sports.
- Greene County School grades 2-12 and P-C are all planning to attend the exhibit. A committee is working on getting volunteer hosts for the 25+hours a week from Aug. 11 – Sept. 23.
- Hit a Homerun promotion was held with Joan Wahl winning a Kevin Richards' print.

Board of Directors:

- Program Agreement needs to be signed by City Council for the next 18 mos. This will change to a calendar year. Mayor needs to sign resolution and also program agreement.
- Jefferson Matters: Main Street is serving as the fiscal sponsor for Jefferson RAGBRAI with Amy Milligan on the finance committee.
- Main Street plans to help with the information booth during RAGBRAI
- Board & committee review of Main Street program with MSI staff on June 28 – you are welcome to attend!
- New treasurer – Megan Wilson from Home State Bank
- Graduation card signed by many “next generation” business people given to GCHS grads at their commencement.

RESOLUTION
Jefferson City Council

Resolution of Support and Financial Commitment for the Main Street Program in Jefferson, Iowa.

WHEREAS, an Agreement between the Iowa Economic Development Authority, Jefferson Matters: Main Street and the City of Jefferson for the purpose of continuing the Main Street Iowa program in Jefferson, IA and,

WHEREAS, this Agreement is pursuant to contractual agreements between Main Street America and the Iowa Economic Development Authority to assist in the revitalization of the designated Main Street project area of Jefferson, Iowa and,

WHEREAS, the City Council of Jefferson endorses the goal of economic revitalization of the designated Main Street District within the context of preservation and rehabilitation of its historic buildings and supports the continuation of the Main Street Approach™ as developed by Main Street America and espoused by Main Street Iowa.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Jefferson, Iowa, meeting in regular session on ____ (date) ____ that the City of Jefferson hereby agrees to support both financially and philosophically the work of Jefferson Matters: Main Street designates the Main Street Board to supervise the Executive Director and commits to appoint a city official to represent the City on the local Main Street Board. The source of funds to support Jefferson Matters: Main Street will be _____(source of funding)_____.

PASSED, APPROVED, AND ADOPTED THIS _____ day of _____, 20__.

Mayor

Main Street Iowa Program Agreement

Agreement Number: PS2019 -G300-29

Effective Dates: July 1, 2018 – December 31, 2019

Agreement between the Iowa Economic Development Authority, the City of Jefferson, and Jefferson Matters: Main Street for the purpose of continuing the Main Street Program in Jefferson.

THIS AGREEMENT is entered into and executed by the Iowa Economic Development Authority herein referred to as the "IEDA", the City of Jefferson herein referred to as the "City", and Jefferson Matters: Main Street herein referred to as the Local Main Street Program".

WHEREAS, The City and Local Main Street Program established a partnership with IEDA in 2012 and desires that the program continue; and

WHEREAS, the IEDA desires to continue the relationship which has been established with the City and the Local Main Street Program;

NOW THEREFORE, in consideration of the foregoing and mutual covenants and agreements contained herein, the parties have agreed to do as follows:

SECTION I. The Local Main Street Program agrees to:

1. Maintain the local program's focus on the revitalization of the designated Main Street district utilizing the Main Street Approach™. This focus should be reflected in the programs annual plan of action, goals and objectives, vision, and mission statement.
2. Employ a paid part-time Executive Director for the Local Main Street Program who will be responsible for the day-to-day administration of the Local Main Street Program in the community. Full-time employment is defined as 40 hours per week dedicated to the Local Main Street Program work. Part time employment is 25 hours per week dedicated to the Local Main Street Program work. The Local Main Street Program and City will work to the best of their ability to provide professional support, competitive compensation, and benefits for the Executive Director position. In the event this position is vacated during the time of this agreement, the Local Main Street Program agrees to fill this position in a reasonable time and provide a written timeline to fill this position to the Main Street Iowa State Coordinator.
3. Develop an accurate position description which includes the rate of compensation and describes the professional activities for which the Executive Director is responsible. A copy of which is to be provided to Main Street Iowa annually.
4. Maintain worker's compensation insurance for the Executive Director and staff.
5. Maintain an office within the designated boundaries of the local Main Street district.
6. Submit monthly performance reports to the IEDA by established deadlines. The reports will document the progress of the Local Main Street Program's activities. Should a Local Main Street Program become three months tardy on submission of monthly reports, program services available through Main Street Iowa will be suspended until the Local Main Street Program has submitted all late reports to become current.
7. Provide Main Street Iowa electronic (via email, web cloud, etc.) examples of local best practices and information demonstrating local success stories (e.g. action plans, marketing materials, quality images, programmatic documents, etc.)
8. Achieve Main Street America National Accreditation at a minimum once every two years. Not achieving Main Street America accreditation at a minimum once every two years will result in termination of this agreement and loss of recognition as a Main Street Program. Details of Main Street America National Accreditation Standards of Performance can be found on the Main Street America website: www.mainstreet.org
9. Participate, as required by Main Street Iowa, in training sessions as scheduled throughout the year. To remain in compliance and to be eligible for Main Street America accreditation, the Local Main Street Program

must have representation at both days, in their entirety, of the three (3) training sessions held annually, indicated as mandatory on the program calendar. In addition, any newly hired Executive Director will be required to participate in Main Street Orientation, as soon after the hire date as feasible. Registration and all related travel expenses for training will be paid by the Local Main Street Program.

10. Work with the City to pass a Resolution of Support of the Local Main Street Program. This resolution must stipulate sources of funding for the program, a commitment to appoint a city official to represent the City on the local Main Street governing board of directors, and that the City will continue to follow the Main Street Approach™ as developed by Main Street America and espoused by Main Street Iowa for Main Street district revitalization.
11. Have a Resolution of Support passed by the Local Main Street Program Board of Directors. This resolution must stipulate a commitment to continue Main Street district revitalization following the Main Street Approach™ as developed by the Main Street America and espoused by Main Street Iowa.
12. Maintain a "Designated Main Street Network" membership with Main Street America.
13. Use the words "Main Street" when referring to and marketing the local program, either as an official part of the organization's name or as a tagline such as... "A Main Street Iowa Program". As a designated Main Street Iowa community, the Local Main Street Program is required to include the Main Street America and the Main Street Iowa logos on local program communication materials.
14. Promote the revitalization of the Main Street district through advocacy of tools and resources that support district investment, for example: development incentives, ordinances and policy that promote the revitalization of the district, design guidelines or standards that promote the protection of the traditional character of the district, district development planning, etc.
15. Submit with this signed Program Agreement, one (1) copy the City's Resolution of Support, one (1) copy of the Local Main Street Program Board of Director's Resolution of Support, (1) copy of the Executive Director's current job description, and one (1) completed W-9 of the Local Main Street Program.
16. Not assign this agreement to another organization without obtaining prior written approval of the IEDA.
17. Remain in compliance with the requirements of Main Street Iowa as outlined in this agreement. If the IEDA finds that the Local Main Street Program is not in compliance with the requirements of this program agreement:
 - a. The Local Main Street Program and City will be notified of non-compliance with an "Initial Warning" and given a 90-day probationary period in which to return to compliance. The Initial Warning will include a summary of non-compliant items and provide guidance on how to resolve the issues. During this probationary period, all Main Street Iowa services, with the exception of targeted technical assistance to help the Local Main Street Program mitigate non-compliant items, will be suspended, including eligibility for Main Street Iowa grant applications, awards nominations, and onsite technical assistance. The Local Main Street Program will be reevaluated by Main Street Iowa 90 days following the Initial Warning.
 - b. If the Local Main Street Program has failed to return to compliance as noted in the initial warning, Main Street Iowa may issue a Final Warning and given a second 90-day probationary period in which to return to compliance.
 - c. If the Local Main Street Program is not in compliance within 90 days after the Final Warning, Main Street Iowa may terminate this agreement with the local program. Notice of official termination will be made by a letter of notification from IEDA to the Local Main Street Program, City, and Main Street America. Termination of this agreement will result in the loss of recognition as a Main Street Iowa Program and discontinuation all Main Street Iowa services, activities provided in this agreement, and will cease using the trademarked brand "Main Street" and/or "Main Street Program" in its name or as part of its organization's identity. Once this agreement is terminated, the community must reapply for Main Street Iowa designation before it can receive Main Street Iowa program services.

3. Not to discriminate against any employee or applicant for employment because of race, color, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin. The parties further agree to take affirmative action to assure that employees are treated without regard to their race, color, region, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin during employment.
4. Any one party may terminate this agreement without cause after 30 days written notice to the other two parties.
5. This document memorializes all elements of this agreement, and both incorporates and supersedes any previous agreements or negotiations, whether oral or written.
6. The IEDA is limited to furnishing its technical services to the Local Main Street Program and City and thus nothing contained herein shall create any employer-employee relationship.

IN WITNESS WHEREOF, the parties have executed this agreement.

BY: _____ (Date)
(Mayor Signature)

(Mayor Printed Name) Jefferson, Iowa
(City)

BY: _____ (Date)
(Board President Signature)

(Board President Printed Name) Jefferson Matters: Main Street
(Local Main Street Program)

BY: _____ (Date)
Deborah V. Durham, Director
Iowa Economic Development Authority

3. Not to discriminate against any employee or applicant for employment because of race, color, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin. The parties further agree to take affirmative action to assure that employees are treated without regard to their race, color, region, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin during employment.
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IN WITNESS WHEREOF, the parties have executed this agreement.

BY: _____ (Date)
(Mayor Signature)

(Mayor Printed Name) Jefferson, Iowa
(City)

BY: _____ (Date)
(Board President Signature)

(Board President Printed Name) Jefferson Matters: Main Street
(Local Main Street Program)

BY: _____ (Date)
Deborah V. Durham, Director
Iowa Economic Development Authority