

AGENDA

COUNCIL MEETING

Tuesday, July 24, 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. 7/10/18 regular Council meeting minutes.
- B. Sparetime Lanes and Lounge, Class C Liquor License.
- C. Casa De Oro, Class C Liquor License

IV. NEW BUSINESS:

- A. GCDC quarterly report and request for funds.
- B. Consider approval to hire Emily Vander Wilt as Assistant Park and Recreation Director.
- C. Consider approval to purchase of golf course equipment.
- D. Consider resolution approving preliminary and final plats for GCDC Business Park No. 2, Phase I Subdivision.
- E. Consider approval of variance request by Deb Monthei, 507 W. Russell Street.
- F. Consider approval of Engineering Contract with Bolton and Menk for \$25,000 for design, meetings, data collection, and documents for generators at the lift stations.

V. REPORTS:

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

VI. ADJOURN.

COUNCIL MEETING

July 10, 2018

5:30 P.M.

PRESENT: Teeples, Sloan, Wetrich, Gordon

ABSENT: Ahrenholtz

Mayor Berry Presided.

No citizens spoke during the Open Forum.

On motion by Sloan, second by Gordon, the Council approved the following consent agenda: June 26, 2018 Council Minutes, payment of monthly bills from City funds, Hy-Vee Market Café, Class C Liquor License (commercial) and Jefferson RAGBRAI, Class C Liquor License (commercial).

AYE: Teeples, Sloan, Wetrich, Gordon

NAY: None

On motion by Sloan, second by Wetrich, the Council approved the fireworks permit for Hairball Productions (band downtown) for the Jefferson RAGBRAI event on July 23, 2018.

AYE: Gordon, Teeples, Wetrich, Sloan

NAY: None

On motion by Teeples, second by Gordon, the Council approved of a grant offer for Jefferson Municipal Airport from FAA to Extend Runway 16/32 (800' Extension of Runway 32 End); Relocate County Road (Phase 1: Design) in the amount of \$81,900.00.

AYE: Sloan, Teeples, Gordon, Wetrich

NAY: None

On motion by Sloan, second by Gordon, the Council approved Hotel/Motel funds up to \$10,000.00 for Jefferson RAGBRAI.

AYE: Wetrich, Teeples, Gordon, Sloan

NAY: None

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

ABC PEST CONTROL	PEST CONTROL	288.15
ACCESS SYSTEMS INC	RN CPIER LSE	654.94
ACCESS SYSTEMS LEASING	LB CPIER LSE	582.28
ACCO UNLIMITED CORP	PL CHEM	5,037.28
ACTION GRAPHICS & DESIGNS	GCRSE SIGNS	240.00
AED MARKET	PD LIFEPAK	123.00
AFLAC	AFLAC INS W/H	128.30
AFSCME/IOWA COUNCIL 61	UNION DUES	380.88
AG SOURCE LAB	WA TSTG	25.50
AHEAD LLC	GCRSE MERCH	281.29
ALL FLAGS, LLC	CEM FLAGS	1,807.80
ALLIANT ENERGY	UTILITIES	29,259.48

GREENE COUNTY CHAMBER AND DEVELOPMENT
MONTHLY STATUS REPORT- 7/5/18

-GCDC is currently working with Iowa Business Growth, the new ownership of Peoples Bank (John Rigler), and Bauer Built on a large expansion project that would utilize New Market Tax Credits. The tax credits would be used for a new facility at Bauer with the possibility that in exchange for the New Market financial support, some of the Bauer funds could be diverted to a new housing project in Paton. The next developmental meeting is scheduled for July 16.

-GCDC is in the process of completing the sale of two lots in the East Business Park. Both sales should be completed during July.

- A frontage lot, next to Super 8, will be used for a new veterinarian clinic and retail store. Construction should begin on the lot this summer.

- A second lot, located directly behind the veterinarian location is in the final purchase process.

- Those two lots and two additional frontage lots along Gallop Road are currently being platted and a revised abstract will be created.

- Once the platting and abstract are completed the two frontage lots will be available for sale.

-On Monday, July 16 the Vision 2020 Steering Committee will meet with Community 360 to go over revisions made to their final report. Zack Mannheimer submitted a revised report based on requested changes and additional information generated through prior meetings. The Steering Committee meeting will go over funding sources, housing, and the addition of information related to the "Three Block Project". The Steering Committee will help decide next steps, project priority, and request any additional information.

- It was agreed in January that Vision 2020 Projects, other than the school bond issue, would be held back until after the April 3 vote. With the approval of the bond issue it is now time to start preliminary planning for future community development. These projects will still be staged farther out to allow for the school project to take priority.

-The construction of the new Pillar Technology facility on the Jefferson Square remains on schedule to begin in the fall. GCDC is providing financial assistance from our Special Projects Fund. The Voting Board approved a commitment of \$100,000 over the next five years (\$20,000 per year). The first half of the 2018 funding commitment has been distributed. Additional details will be made available as the project progresses.

- The new technology company will work closely in establishing and teaching software development curriculum at the new ICCC Career Academy in Greene County. They will also help the high school with their technology training to provide the types of skills that support the needs of our major ag employers like John Deere, Bauer Built, and Landus as well as our manufacturers. These classes will offer our high school

students and graduates a path to a high paying job locally with minimal debt.

- GCDC is working with a local entrepreneur to develop a new restaurant in Scranton. Negotiations on a potential building and the purchase of equipment have progressed successfully so far. An update was presented to the Scranton City Council on June 12 We will continue to work on the project and should receive an application for funds from the Greene County Revolving Loan Fund.
- GCDC is working with the City of Jefferson and the GCDC Housing Committee to develop housing projects. The Committee is headed by Nick Sorensen who works for the City of Jefferson and has been instrumental in the revitalization of the downtown square and renovation of the buildings.
 - Current projects include work on establishing a Housing Trust Fund to attract developers and buyers, exploring the possibility of developing the White House Apartments, and continuing negotiations with J-Corp on their apartment project.
 - If the New Market Tax Credit project is approved for Bauer Built and they begin their housing project, it is hoped this could stimulate the J-Corp project in Jefferson.
 - A local builder will begin construction of a new home on one of three lots provided to him by the City of Scranton in July. We will follow the development of this project.
- GCDC continues to work with several potential new businesses who are in various stages of development and/or working on loan applications through the Greene County Revolving Loan Fund or Regional XII financing.
 - GCDC provides funding for SBDC so they are available to assist new business projects at no cost. Anyone interested in using their services can contact Ken Paxton at 515-386-8255. SBDC will help with your business plan and financials at no cost.
 - If anyone is aware of someone with a new business idea who is looking for help with financing or business planning please call Ken Paxton at 515-386-8255.
- GCDC has just completed a new selling piece that is being sent, along with other update information, to site selectors in Chicago and Minneapolis. The mailings included site maps and updated selling materials for our available business sites along Highway 30 surrounding the Casino and throughout Greene County. The new selling piece includes the announcement of the passage of the school bond issue and the resulting development associated with it. The most recent site selector meeting was held in Ames on June 28. Most site selectors that work on projects in Western Iowa are aware of our Vision 2020 Project, are following our housing development efforts and were impressed with the passage of the school bond issue and the addition of the new Career Academy and Pillar Technology.

-The Shopko Store, former McAtee Tire location and other available buildings have been added to the State LOIS site. Our available buildings will be marketed through the State site, regional sites, and national sites. All listings will be updated on a regular basis.

-GCDC has just completed an updated list of available properties on LOIS. That list will be distributed to the GCDC membership.

-GCDC has developed a plan to promote available empty buildings around the square in Jefferson to the over 20,000 Rabrai riders who will be here on July 23. We have placed a full-page ad in the informational handout that all riders will receive in Dennison. The ad will feature a bright green sign and ask riders to look for the same sign on available buildings around the Square. Each of the four buildings featured in the promotion will have information flyers available at the building that include advantages related to locating on the Square in Jefferson, reasons for living in Greene County and a specific sell sheet for that building.

-GCDC has developed a display board that will be located at each building. In addition to the building fact sheets and selling pieces, each board will feature informational flyers on potential coworking opportunities and a flyer to gauge interest in a possible retail co-op.

-GCDC continues to update our website and Facebook page with new articles, market research and new economic data that shows positive migration trends for Greene County. The site also includes a weekly updated link for jobs available in Greene County and rental properties.

-Anyone with rental properties should contact GCDC to get a free listing on our site.

-Construction of the new McAtee Tire Outlet in the GCDC West Business Park is complete and the facility is open for business. The new McAtee facility will service retail and truck traffic with access from Highway 4.

-Mark Reinig, from ISU, offers a seminar on the benefits of economic development for rural counties. The class (ED101) was conducted in six of the eight Region XII counties with very positive responses. GCDC is going to schedule the seminar for Greene County some time in October or November.

-GCDC distributed invoices for 2018 dues during the first week of July. Dues structure remains the same as last year.

MEETINGS

- On June 21 GCDC held a meeting with the owner of two coworking facilities in Des Moines to discuss the possibility of doing a similar project in Jefferson. He toured the area and meet with owners of possible locations as well as local entrepreneurs that might be interested in coworking space. GCDC remains in contact and discussions continue.

-Manufacturers Day is October 5 and GCDC plans to have regional high school students tour two of our major employers. Our tours last year were extremely successful. The two potential tour sites have been contacted and planning has begun with Iowa Workforce Development.

- GCDC is scheduled to speak at the IADG Partners Forum on August 2. This will be an opportunity to talk about our economic development efforts, the new high school/Career Academy, and developments around our downtown square including Pillar Technology.
- Greene County has been chosen as an overnight stop for the next Ragbrai. GCDC has been asked to help with financial support for the event. A loan of \$10,000 was approved to give the project "start-up" funding. A contract for the loan was developed and the funds have been dispersed.
- Attended City Council meetings in Churdan, Paton, Grand Junction, Scranton, and Rippey. Presented monthly status report and covered results from the school bond referendum. Also talked about potential future projects related to Vision 2020 and new business funding available through the Greene County RLF and Region XII.
 - GCDC and Peoples Bank are attempting to set up a meeting with the Mayor of Grand Junction to talk about using their vacant school building as housing.
- GCDC attended the monthly Iowa Economic Development Marketing Meeting in Des Moines on June 25. The meeting covered future projects for the IED group. We provided IED an update on the Vision 2020 project and updated the group on housing and the School Board Referendum results.
- Attended the Alliant Energy Conference at the Double Tree in Des Moines on Tuesday, June 19.
- GCDC attended the Western Iowa Advantage Monthly Meeting in Carroll on Monday, June 11. GCDC presented results from the school bond referendum and talked about the Career Academy and the Pillar Project. The group finalized the trade show schedule for 2018 and GCDC will be attending the FABTECH SHOW in November.
- Presented GCDC Quarterly Funding request to the Jefferson City Council on May 22.
- Attended a meeting with Iowa Business Growth, John Rigler III, John Rigler II, and representatives from the New Market Tax Credit fund in Johnston on June 14. The purpose of the meeting was to establish how the fund could be used for expansion projects in Greene County. From that meeting GCDC contacted Scranton Manufacturing and Bauer Built to see if they had projects in development that could utilize the tax credits. There is a short timeframe as the tax credits need to be awarded by the end of October. Bauer Built does have a project and follow-up meetings have begun.
- Met with Jefferson Telecom on June 5 to review our current efforts and how GCDC can work with Jefferson Telecom on those projects as well as Jefferson Telecom projects.
- Had a meeting with Wilcox Law Firm on June 12 to discuss possible lease options for the third floor of their building. GCDC is currently recruiting potential tenants.
- Met with RVP-1875 on June 13 to talk about their marketing needs, how GCDC can support them, and propose consideration of a 501C option for the theatre.
- Held meetings with Action Graphics to develop the signage for the empty building promotion during Ragbrai.

AGENDA

WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY, JULY 17, 2018, 12:00 NOON JEFFERSON CITY HALL

I. SEWER

- A. Citizen discussion of sewer charges
- B. Proposal for Grimmell Lift Station.

II. WATER

- A. Request for review of water billing
- B. Water usage report

III. STREETS

- A. Highway 4 resurfacing
- B. Greenwood bike path extension
- C. East Lincoln Way entryway update.

IV. SANITATION/RECYCLE

- A. Waste collection report

Jefferson Park & Recreation Commission AGENDA

Wednesday, July 18, 2018

12:00 pm Greene County Community Center

- I. Call to Order
- II. Roll Call
- III. Open Forum: This is a time for any concerned citizen to speak to the Board on an item that is not on the agenda. (Limit 3-5 minutes).
- IV. Approval of minutes for June
- V. Approval of bills for June 15-July 15
- VI. Old Business
 - a. Greene County Community Center 20 year celebration
 - b. Timber Management program
- VII. New Business
- VIII. Reports
 - a. Wellness Report
 - b. Program Report
 - c. Directors Report
 - d. Parks Report
- IX. Adjournment-Next meeting Wednesday, August 15, 2018 at noon at the GCCC

AGENDA

Cemetery Committee
Thursday, July 19, 2018
@ noon
At Jefferson Cemetery

- I Call to Order
- II Open Forum
 - A. Diane Wise
- III Old Business
 - A. Cemetery Software Progress
 - B. Dave Morlan report on the Cemetery Repair with Sloan
- IV. New Business
 - A. Change pricing at the Cemeteries
 - B. Future Agenda Items
 - C. Department Report
- V Adjourn

Agenda Summary

Open Forum

- A. Diane Wise would like to discuss the placement of the flags during Memorial Day.

Old Business.

- A. Met with the Software Company on Thursday, July 12. We will receive the passwords to get into the management part of the system so we can begin putting in grave description and any other information.
- B. Dave Morlan will report on the Cemetery Repair

New Business

- A. Pricing to be changed I have information from several cemeteries for discussion.
- B. Future Agenda Items
- C. Department Report
 - a. Report on burials from May 10-July 13 there have been 13 burials.
 - b. Work day for the City Crew for weed eating was Monday, July 9.
 - c. Dewey is working to keep the cemeteries and parks mowed. Dave Davis has been recuperating and will be off 6-8 weeks.