

AGENDA

COUNCIL MEETING
Tuesday, December 12, 2017
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. 11/28/17 regular Council meeting minutes.
- B. Approval of monthly bills.
- C. Cancel the regular Council Meeting on December 26, 2017

IV. NEW BUSINESS:

- A. Public hearing on 2017 Amendment to City of Jefferson Urban Revitalization Plan.
- B. Consider resolution adopting 2017 amendment to the Jefferson Urban Revitalization Area Plan.
- C. Consider approval of resolution approving 5-year Capital Improvement Plan and match funding for the Airport Improvement Project.
- D. Consider approval of Jefferson Wayfinding signage plan

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 12/12/17

NEW BUSINESS

- A. **Public hearing on 2017 Amendment to City of Jefferson Urban Revitalization Plan.** Attached is the public hearing notice.
- B. **Consider resolution adopting 2017 amendment to the Jefferson Urban Revitalization Area Plan.** This action would be to extend the 3 year 100% tax abatement until 2020.
- C. **Consider approval of resolution approving 5-year Capital Improvement Plan and match funding for the Airport Improvement Project.**
- D. **Consider approval of Jefferson Wayfinding signage plan.** The plan was developed through a Main Street Challenge grant and was presented to the Council on August 8, 2017. Plan attached

COUNCIL MEETING

November 28, 2017

5:30 P.M.

PRESENT: Ahrenholtz, Teeples, Sloan, Wetrich, Von Ahsen

ABSENT: None

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Teeples, second by Sloan, the Council approved the following consent agenda: November 14, 2017 Council Minutes, and approval of TIF annual report.

AYE: Ahrenholtz, Wetrich, Von Ahsen, Teeples, Sloan,

NAY: None

On motion by Sloan, second by Wetrich, the Council approved Change Order No. 3 to Pinnacle Construction for \$41,990.06 for CDBG Downtown Façade Project.

AYE: Von Ahsen, Teeples, Sloan, Ahrenholtz, Wetrich

NAY: None

On motion by Wetrich, second by Von Ahsen, the Council approved the Pay Estimate No. 6 to Pinnacle Construction for \$138,812.58 for Downtown Façade Project.

AYE: Sloan, Wetrich, Teeples, Von Ahsen, Ahrenholtz

Nay: None

On motion by Teeples, second by Wetrich, the Council approved of additional structural engineering fees of \$13,191.31 for CDBG Façade project.

AYE: Ahrenholtz, Sloan, Teeples, Wetrich, Von Ahsen

NAY: None

Item D was removed from agenda.

On motion by Teeples, second by Sloan, the Council approved the health insurance increase for Wellmark Health insurance effective December 1, 2017.

AYE: Von Ahsen, Teeples, Wetrich, Sloan, Ahrenholtz

NAY: None

Finance committee gave a brief overview of City department financial positions as they relate to the 2017-2018 budget.

A quarterly workshop with Main Street Committee was held to update the Council on activities with the Main Street Program.

There being no further business the Council agreed to adjourn.

Craig J. Berry, Mayor

Diane M. Kennedy, City Clerk

RESOLUTION NO. _____

To fix a date of meeting for a public hearing on a proposed 2017 Amendment to the Jefferson Urban Revitalization Plan

WHEREAS, the City of Jefferson, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 404 of the Code of Iowa (“Chapter 404”), has designated an area of the City as an urban revitalization area (the “Jefferson Urban Revitalization Area”) and has adopted an urban revitalization plan for the Jefferson Urban Revitalization Area (the “Urban Revitalization Plan”); and

WHEREAS, pursuant to the provisions of Chapter 404, before amending the Urban Revitalization Plan, the City must publish a notice and hold a hearing; and

WHEREAS, a proposed 2017 Amendment to the Urban Revitalization Plan has been prepared and presented to the City Council for consideration, for the purpose of extending the eligibility period for property tax abatement benefits until the valuation date of January 1, 2020, and making the classification of multiresidential property eligible for benefits, which amendment is set forth as Exhibit A attached hereto; and

WHEREAS, it is necessary to set a date for a public hearing on the proposed 2017 Amendment to the Urban Revitalization Plan, pursuant to Chapter 404;

NOW THEREFORE, IT IS RESOLVED by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. This Council shall meet on the 12th day of December, 2017 at _____ o’clock p.m., at the Council Chambers, City Hall, at which time and place a public hearing will be held and proceedings will be instituted and action taken to approve the proposed 2017 Amendment to the Urban Revitalization Plan.

Section 2. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than seven days and not more than twenty days before said meeting in a legal newspaper of general circulation in the City. Said notice shall be in substantially the following form:

NOTICE OF PUBLIC HEARING ON 2017 AMENDMENT TO CITY OF
JEFFERSON URBAN REVITALIZATION PLAN

NOTICE IS HEREBY GIVEN: That there is now on file for public inspection in the office of the City Clerk of the City of Jefferson, Iowa, the 2017 Amendment to the Urban Revitalization Plan for the City, which proposes to extend the period of eligibility for property tax abatement benefits and to add the classification of multiresidential property to the types of property that are eligible for benefits under the Plan.

Under the 2017 Amendment, eligibility for property tax abatement benefits would be provided for all increased taxable valuations that go on the Greene County tax rolls by the valuation date of January 1, 2020. Residential, commercial, industrial and multiresidential properties will be eligible for a property tax abatement on new valuation for three years.

The City Council will meet at _____ o'clock p.m., on the 12th day of December, 2017, at the Council Chambers, City Hall, at which time a hearing will be held pursuant to the provisions of Chapter 404 of the Code of Iowa on the proposed amendment. At such public hearing all owners of record of real property, any tenants, all "occupants" of city addresses, and any other person having an interest in the matter may appear and be heard for or against the adoption of the proposed amendment.

Published by order of the City Council of the City of Jefferson, Iowa.

Diane Kennedy
City Clerk

FEDERAL AVIATION ADMINISTRATION
 CAPITAL IMPROVEMENT PROGRAM (CIP)
 AIRPORTS DIVISION – CENTRAL REGION

5-YEAR CIP
 (Attach additional sheets if necessary)

Airport Name, LOCID, City, State:	Jefferson Municipal Airport (EFW)		
Prepared By:	Bolton & Menk	Sponsor Email:	michaelpcjeff@netins.net
Date Prepared:	November 2017	Sponsor Signature	
Sponsor Phone:	515-386-3111	Printed Name:	Michael Palmer

FY	Detailed Project/Scope Description	Fund Source	Amount
2020	Extend Runway 32 to 4,000 Feet (Design)	Federal	\$135,000.00
		State	\$0
		Local	\$15,000.00
		Total	\$150,000.00
2021	Extend Runway 32 to 4,000 Feet (Construction)	Federal	\$1,205,280.00
		State	\$0
		Local	\$133,920.00
		Total	\$1,339,200.00
		Federal	
		State	
		Local	
		Total	
		Federal	
		State	
		Local	
		Total	
		Federal	
		State	
		Local	
		Total	

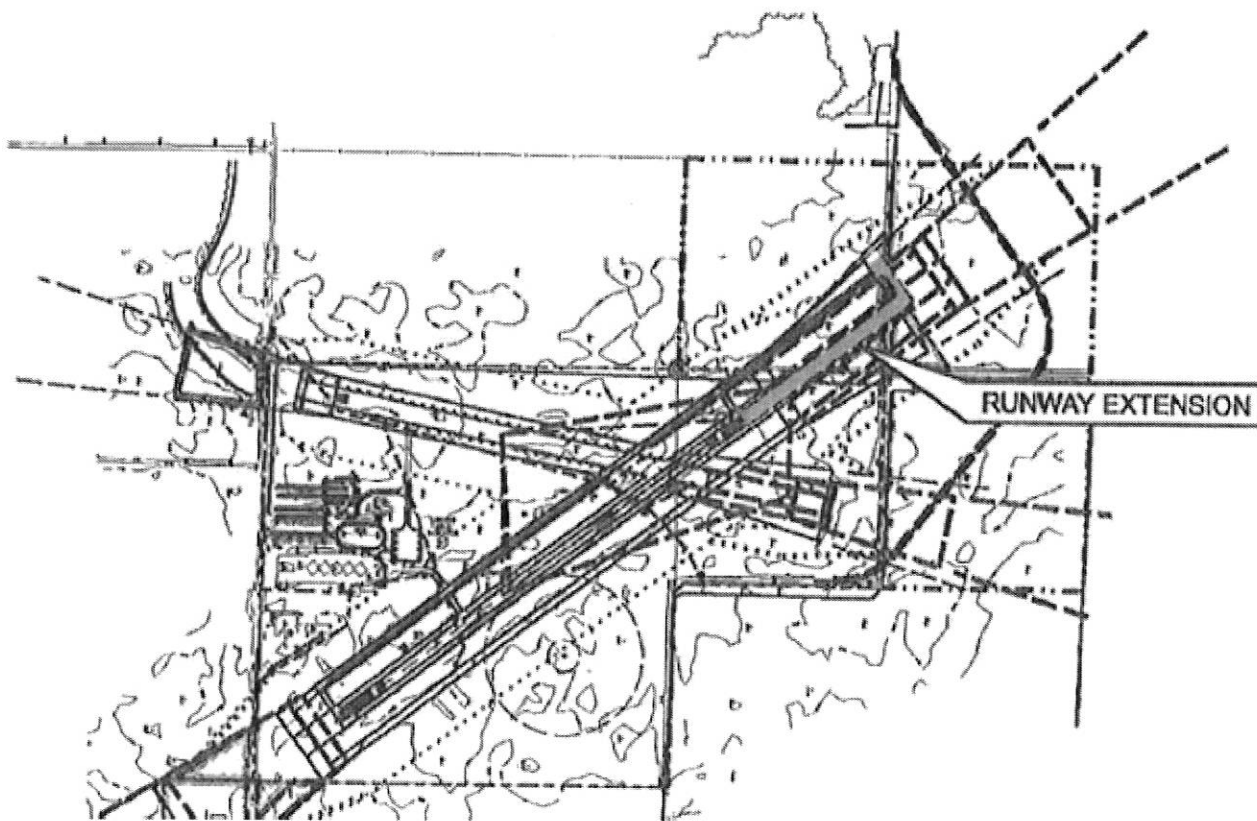
FEDERAL AVIATION ADMINISTRATION

CIP DATA SHEET

CAPITAL IMPROVEMENT PROGRAM (CIP)
AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Jefferson Municipal Airport (EFW)		
AIP Project Type:	Click here to enter text		
Local Priority:	1 - Very High	Federal Share:	\$ 135,000.00
FFY Requested:	2020	State Share:	\$0
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$15,000.00
		Total Project Cost:	\$ 150,000.00

The purpose of this project is the design to extend Runway 14/32 to a total length of 4,000 feet.



SPONSOR SIGNATURE BLOCK			
Signature:		Date:	
Printed Name:	Michael Palmer	Title:	City Administrator
Phone Number:	515-386-3111	Email:	michaelpcjeff@netins.net



Real People. Real Solutions.

EXTEND RUNWAY 32 TO 4,000 FEET (DESIGN)									
No.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL	Federal 90%	State 0%	Local 10%	
1	DESIGN	1	LS	\$ 150,000.00	\$ 150,000.00	\$ 135,000.00	\$ -	\$ 15,000.00	
Subtotal					\$ 150,000.00	\$ 135,000.00	\$ -	\$ 15,000.00	
EXTEND RUNWAY 32 TO 4,000 FEET (DESIGN)					\$ 150,000.00	\$ 135,000.00	\$ -	\$ 15,000.00	

FEDERAL AVIATION ADMINISTRATION

CIP DATA SHEET

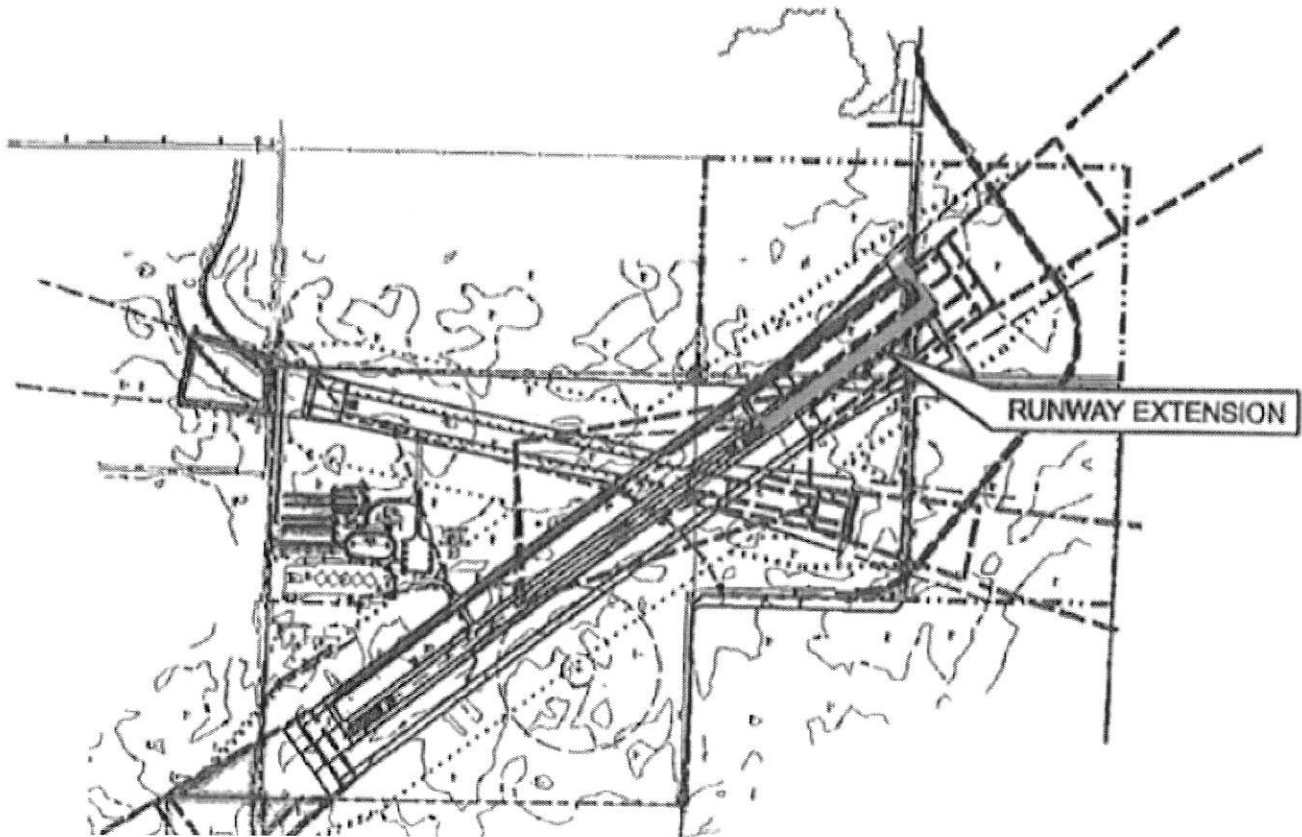
CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION

Airport Name, LOCID, City, State:	Jefferson Municipal Airport (EFW)		
AIP Project Type:			
Local Priority:	2 - High	Federal Share:	\$ 1,205,280.00
FFY Requested:	2021	State Share:	\$0
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.	Local Share:	\$133,920.00	
	Total Project Cost:	\$ 1,339,200.00	

The purpose of this project is to extend Runway 14/32 to a total length of 4,000 feet.



SPONSOR SIGNATURE BLOCK

Signature:		Date:	
Printed Name:	Michael Palmer	Title:	City Administrator
Phone Number:	515-386-3111	Email:	michaelpcj@netins.net



Real People. Real Solutions.

EXTEND RUNWAY 32 TO 4,000 FEET (CONSTRUCTION)									
No.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL	Federal 90%	State 0%	Local 10%	
1	MOBILIZATION	1	LS	\$ 110,000.00	\$ 110,000.00	\$ 99,000.00	\$ -	\$ 11,000.00	
2	CONSTRUCTION SURVEY	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 45,000.00	\$ -	\$ 5,000.00	
3	TOPSOIL - STRIP, STOCKPILE, & RESPREAD	2000	CY	\$ 11.00	\$ 22,000.00	\$ 19,800.00	\$ -	\$ 2,200.00	
4	PAVEMENT REMOVAL	1100	SY	\$ 9.00	\$ 9,900.00	\$ 8,910.00	\$ -	\$ 990.00	
5	UNCLASSIFIED EXCAVATION	6000	CY	\$ 10.00	\$ 60,000.00	\$ 54,000.00	\$ -	\$ 6,000.00	
6	BORROW EXCAVATION	1000	CY	\$ 15.00	\$ 15,000.00	\$ 13,500.00	\$ -	\$ 1,500.00	
7	EROSION CONTROL (SILT FENCE)	5000	LF	\$ 5.00	\$ 25,000.00	\$ 22,500.00	\$ -	\$ 2,500.00	
8	18" STORM SEWER PIPE	500	LF	\$ 55.00	\$ 27,500.00	\$ 24,750.00	\$ -	\$ 2,750.00	
9	18" FES	6	EACH	\$ 1,500.00	\$ 9,000.00	\$ 8,100.00	\$ -	\$ 900.00	
10	STORM SEWER INTAKE	6	EACH	\$ 2,000.00	\$ 12,000.00	\$ 10,800.00	\$ -	\$ 1,200.00	
11	SUBDRAIN	2000	LF	\$ 25.00	\$ 50,000.00	\$ 45,000.00	\$ -	\$ 5,000.00	
12	SUBDRAIN CLEANOUTS	10	LF	\$ 800.00	\$ 8,000.00	\$ 7,200.00	\$ -	\$ 800.00	
13	SUBGRADE PREPARATION	8600	SY	\$ 8.00	\$ 68,800.00	\$ 61,920.00	\$ -	\$ 6,880.00	
14	P-209 GRANULAR BASE, 6"	8600	SY	\$ 12.00	\$ 103,200.00	\$ 92,880.00	\$ -	\$ 10,320.00	
15	6" PCC PAVING	8000	SY	\$ 60.00	\$ 480,000.00	\$ 432,000.00	\$ -	\$ 48,000.00	
16	AIRFIELD PAINTING-WHITE YELLOW, W BEADS	6500	SF	\$ 5.00	\$ 32,500.00	\$ 29,250.00	\$ -	\$ 3,250.00	
17	AIRFIELD PAINTING-BLACK	1200	SF	\$ 4.00	\$ 4,800.00	\$ 4,320.00	\$ -	\$ 480.00	
18	MEDIUM INTENSITY RUNWAY LIGHTS	24	EACH	\$ 1,600.00	\$ 38,400.00	\$ 34,560.00	\$ -	\$ 3,840.00	
19	REFLECTOR	20	EACH	\$ 300.00	\$ 6,000.00	\$ 5,400.00	\$ -	\$ 600.00	
20	5KV CABLE	2000	LF	\$ 3.00	\$ 6,000.00	\$ 5,400.00	\$ -	\$ 600.00	
21	BARE COUNTERPOISE WIRE	2000	LF	\$ 3.00	\$ 6,000.00	\$ 5,400.00	\$ -	\$ 600.00	
22	CONDUIT, 2" PVC IN TRENCH	2000	LF	\$ 3.00	\$ 6,000.00	\$ 5,400.00	\$ -	\$ 600.00	
23	TRENCHING	2000	LF	\$ 3.00	\$ 6,000.00	\$ 5,400.00	\$ -	\$ 600.00	
24	RELOCATE PAPI	1	SET	\$ 20,000.00	\$ 20,000.00	\$ 18,000.00	\$ -	\$ 2,000.00	
25	SEEDING AND FERTILIZING MULCHING	6.0	ACRES	\$ 5,000.00	\$ 30,000.00	\$ 27,000.00	\$ -	\$ 3,000.00	
					\$ -	\$ -	\$ -	\$ -	
				Subtotal	\$ 1,206,100.00	\$ 1,085,490.00	\$ -	\$ 120,610.00	
				PROJECT DEVELOPMENT SCOPING	\$ 2,000.00	\$ 1,800.00	\$ -	\$ 200.00	
				DESIGN ENGINEERING (0%)	\$ -	\$ -	\$ -	\$ -	
				CONSTRUCTION ENGINEERING (10%)	\$ 120,600.00	\$ 108,540.00	\$ -	\$ 12,060.00	
				GRANT ADMINISTRATION	\$ 3,000.00	\$ 2,700.00	\$ -	\$ 300.00	
				DISADVANTAGED BUSINESS ENTERPRISE (DBE) PLAN	\$ 1,500.00	\$ 1,350.00	\$ -	\$ 150.00	
				ENVIRONMENTAL CATEX	\$ 5,000.00	\$ 4,500.00	\$ -	\$ 500.00	
				ESTIMATED CITY ADMINISTRATION	\$ 1,000.00	\$ 900.00	\$ -	\$ 100.00	
				EXTEND RUNWAY 32 TO 4,000 FEET (CONSTRUCTION)	\$ 1,339,200.00	\$ 1,205,280.00	\$ -	\$ 133,920.00	

Jefferson Public Library

Meeting of the Board of Trustees
December 11, 2017 6:30 PM
Library Basement Meeting Room

AGENDA

- I. Call to Order
- II. Open Forum: this is a time for any concerned citizen to speak to the trustees about an item that is not on the agenda.
- III. Approval of Minutes of Previous Meeting
- IV. Approval of Expenditures
- V. Director's Report
 - A. Monthly Circulation & Usage Report
 - B. Year-to-Date Monthly Financial Reports
 - C. Project updates
- VI. Old Business
 - A. State Library building consultant grant
 - B. Estate gifts
 - C. FY19 budget proposal
 - D. Strategic plan
- VII. New Business
 - A. Review of policies
 - B. Greene County libraries budget request
 - C. State Librarian visit
 - D. Community focus group
 - E. Children's department remodel
- VIII. Next Meeting – January 8 at 6:30 p.m.
- IX. Adjournment