

# AGENDA

## COUNCIL MEETING

Tuesday, June 8, 2021

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. 5/25/21 regular Council minutes.
- B. Jefferson Main Street/Chamber of Commerce, d.b.a. as Bell Tower Festival, Class BB License.
- C. Coaches Corner, Wild Rose Jefferson, LLC, Class C Liquor License (commercial).
- D. Wild Rose Jefferson, LLC, Class C Liquor License (commercial).
- E. Hire Tiffany Hupp, part-time at Jefferson Community Golf Course at \$7.75 hour.
- F. Fireworks permit for Wild Rose Casino and Resort-7/04/21 or rain date 7/5/21
- G. Fireworks permit for Heath Enns at 900 West Mahlon Street effective from July 2 to July 3, 2021.
- H. Pay estimate #4 of \$79,878.61 to Concrete Technologies Inc for Runway 14/32 Extension.
- I. Pay estimate #9 of \$32,600.03 to Caliber Concrete LLC for Shared Use Path.
- J. Payment of monthly bills

### IV. NEW BUSINESS:

- A. Appointment of Jeremiah Goughnor and Jamie Brenner as Jefferson Firefighters.
- B. Consider approval of third reading of ordinance to change zoning of Block 8, 10, 11, 12, 17 and 18 in Manning's Addition; Block 13, All of Block 14 (Except the West 132' thereof), in Subdivision of Outlot 9; Lots 1, 2, 3, 4 of Block 31, and all of Block 32, in Blairs Addition; and the East 125' of Outlot 1; all of the City of Jefferson, Greene County, Iowa; and Lot 23 of the NE ¼ NW ¼ of Section 8, Township 83 North, Range 30 West of the 5<sup>th</sup> P.M., Greene County, Iowa; all from Residential Single Family – 6 (RS-6) to Residential Multifamily 3 (RM-3).
- C. Consider approval of amendment with Atura Architecture of \$14,600 to rebid Animal Shelter.
- D. Consider approval of consulting fees with Piper Sandler for development of financial policies.
- E. Consider approval of second reading to increase water rates by 3%
- F. Consider approval of second reading to increase wastewater rates by 5½ %.
- G. Consider resolution proposing sale of property at 705 West Adams Street and setting public hearing.
- H. Consider resolution proposing sale of property at 607 West Lincoln Way and setting public hearing.
- I. Consider resolution proposing sale of property at 703 North Chestnut Street and setting public hearing.
- J. Thomas Jefferson Gardens Update
- K. Discussion on proposed ordinance to Chapter 55, Animal Protection and Control, addressing Feral Cat Colonies.

### V. REPORTS:

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

### VI. ADJOURN.

## AGENDA SUMMARY

DATE 6/8/21

### NEW BUSINESS

#### VII. NEW BUSINESS:

- A. **Appointment of Jeremiah Goughnor and Jamie Brenner as Jefferson Firefighters.**
- B. **Consider approval of third reading of ordinance to change zoning** of Block 8, 10, 11, 12, 17 and 18 in Manning's Addition; Block 13, All of Block 14 (Except the West 132' thereof), in Subdivision of Outlot 9; Lots 1, 2, 3, 4 of Block 31, and all of Block 32, in Blairs Addition; and the East 125' of Outlot 1; all of the City of Jefferson, Greene County, Iowa; and Lot 23 of the NE ¼ NW ¼ of Section 8, Township 83 North, Range 30 West of the 5<sup>th</sup> P.M., Greene County, Iowa; all from Residential Single Family – 6 (RS-6) to Residential Multifamily 3 (RM-3).
- C. **Consider approval of amendment with Atura Architecture of \$14,600 to rebid Animal Shelter.** The Committee and Staff met with the Atura to revise the plans to bring the cost down. This amended agreement would allow for the plans to be redrawn and placed out for bids. Proposal attached.
- D. **Consider approval of consulting fees with Piper Sandler for development of financial policies.** The Finance Committee has been working on the development of financial policies for the City to formally address such items debt policy, investment, accounting, reserves and bonds. Attached is a copy of the proposed agreement for services.
- E. **Consider approval of second reading to increase water rates by 3%.** The water committee evaluated the increase costs of chemicals and funding necessary for anticipated plant improvements and is recommending the 3% rate increase as provided for in the 2021-2022 budget. The rate would increase the base amount for water service for the first 134 cubic feet by 35 cents per month from \$11.51 to \$11.86 and the price per additional 100 cubic feet would increase by 22 cents from \$7.22 to \$7.44. Attached is a graph showing the increase by amount of water used.
- F. **Consider approval of second reading to increase wastewater rates by 5½ %.** The Wastewater Committee and Finance committee reviewed the fee structure needed to provide the necessary funding for a \$10-12 million dollar upgrade of the wastewater treatment plant to meet the Department of Natural Resources discharge requirements. The annual increase would be 5½% for each year for the next 5 years. The base rate would increase for sewer service in the first year by 74 cents per month from \$13.38 to \$14.12. The price per 100 cubic feet would increase by 31 cents from \$5.65 to \$5.96. Attached is a graph showing the increase by amount of sewer used along with the 5-year fee schedule.
- G. **Consider resolution proposing sale of property at 705 West Adams Street and setting public hearing.** Location map and resolution attached.
- H. **Consider resolution proposing sale of property at 607 West Lincoln Way and setting public hearing.** Location map and resolution attached.
- I. **Consider resolution proposing sale of property at 703 North Chestnut Street and setting public hearing.** Location map and resolution attached.
- J. **Thomas Jefferson Gardens Update.** Report attached
- K. **Discussion on proposed ordinance to Chapter 55, Animal Protection and Control, addressing Feral Cat Colonies.** Attached is proposed language the committee has worked on regarding feral cats. This is only for discussion.

COUNCIL MEETING

MAY 25, 2021

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Zmolek, Wetrich (by phone)

ABSENT: None

Mayor Gordon presided.

Jim Nelson voiced his concern on being charged services when out of town for the winter. City Administrator Mike Palmer explained that you may have the meter removed for a charge and re-installed when you return for a charge to stop those services while you are out of town.

On motion by Sloan, second by Zmolek, the Council approved the following consent agenda: May 11, 2021 Council Minutes, Cigarette Permits, July 1, 2021 through June 30, 2022, Greene County Fair Association, Class C Liquor License, Oly's Corner, Inc., Class C Beer Permit, and Phase II Façade improvement of \$3,975 for façade improvements on west wall of 112 E. State Street.

AYE: Wetrich, Zmolek, Ahrenholtz, Jackson, Sloan

NAY: None

This was the time and place for the Public Hearing on FY 2020-2021 Budget Amendments. Mayor Gordon called for oral or written comments and there were none. On motion by Ahrenholtz, second by Jackson, the Council closed the Public Hearing.

AYE: Jackson, Ahrenholtz, Zmolek, Wetrich, Sloan

NAY: None

**RESOLUTION NO. 41-21**

On motion by Sloan, and second by Zmolek, the Council approved Resolution No. 41-21, a resolution adopting FY 2020-2021 Budget Amendments.

AYE: Ahrenholtz, Jackson, Sloan, Zmolek, Wetrich

NAY: None

This was the time and place for the Public Hearing for the sale and redevelopment of property at 100 East State Street. Mayor Gordon called for oral or written comments and there were none. On motion by Sloan, second by Ahrenholtz, the Council closed the Public Hearing.

AYE: Sloan, Zmolek, Jackson, Ahrenholtz, Wetrich

NAY: None

**RESOLUTION NO. 42-21**

On motion by Jackson, second by Zmolek, the Council approved Resolution No. 42-21, a resolution approving agreement for sale and redevelopment of property at 100 East State Street.

AYE: Wetrich, Ahrenholtz, Jackson, Sloan, Zmolek

NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved the second reading of ordinance of changing zoning classification for property on or adjacent to East Clark Street & East Reed Street lying East of North Wilson Avenue.

AYE: Jackson, Sloan, Wetrich, Zmolek, Ahrenholtz

NAY: None

**ORDINANCE NO. 602**

On motion by Jackson, second by Zmolek, the Council approved the second reading, waived the third reading and final adoption of ordinance of changing zoning classification for property at 504 & 506 East Clark Street.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

On motion by Sloan, second by Zmolek, the Council approved the first reading of ordinance adjusting water service rate by 3%,

AYE: Jackson, Sloan, Zmolek, Ahrenholtz, Wetrich

NAY: None

On motion by Jackson, second by Ahrenholtz, the Council approved the first reading of ordinance adjusting sewer rate by 5½%.

AYE: Wetrich, Sloan, Jackson, Ahrenholtz, Zmolek

NAY: None

Susan Laehn gave a Library Expansion Project Presentation.

On motion by Wetrich, second by Sloan, the Council approved of funding up to \$40,000.00 for Library Feasibility Planning services by The Franks Design Group, PC.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

The quarterly report with Jefferson Matters: A Main Street & Chamber Community was held to update the Council on activities.

There being no further business the Council agreed to adjourn at 6:36 p.m.

---

Matt Gordon, Mayor

---

Roxanne Gorsuch, City Clerk

**APPLICATION FOR  
FIREWORKS PERMIT**

The undersigned,

Name: WILD ROSE CASINO & RESORT


Address: 777 WILD ROSE DRIVE  
JEFFERSON IA 50129

Telephone: 515 386-7777

hereby applies pursuant to the provisions of the Iowa Code for a permit to display fireworks at 777 WILD ROSE DRIVE  
JEFFERSON IA 50129,

such permit to be effective from JULY 4TH, 2021  
to JULY 5, 2021. If this application is approved the undersigned agrees to faithfully observe all applicable laws governing the use of fireworks.

Date: 05/13/2021

  
WROR SECURITY MANAGER

APPLICATION FOR  
FIREWORKS PERMIT

The undersigned,

Name: Heath Enns

Address: 1503 West Lincoln Way

Jefferson, IA 50129

Telephone: (515) 370-2795

hereby applies pursuant to the provisions of the Iowa Code for a permit to display fireworks at 900 West Mahlon Street  
Jefferson, IA 50129,

such permit to be effective from July 2nd, 2021  
to July 3rd, 2021. If this application is approved the undersigned agrees to faithfully observe all applicable laws governing the use of fireworks.

Date: 6-1-21

Heath Enns  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CONTRACTOR'S PAY REQUEST**

City of Jefferson  
Runway 14/32 Extension  
Jefferson, IA  
BMI PROJECT NO. T51.1190247

**DISTRIBUTION:**

CONTRACTOR (1)  
OWNER (1)  
ENGINEER (1)  
BONDING CO. (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$1,476,733.30
TOTAL, COMPLETED WORK TO DATE	\$379,120.60
RETAINED PERCENTAGE ( 5% )	\$18,956.03
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$360,164.57
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$280,285.96
PAY CONTRACTOR AS ESTIMATE NO. 4 (FOUR)	\$79,878.61

**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: Concrete Technologies Inc.  
1001 SE 37th Street  
Grimes, IA 50111

By Trent D. Fillesen Name Project Manager Title

Date 5-28-21

**CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:**

ENGINEER: BODIGON & MELNIK, INC., 300 West McKinley Street, PO Box 68, Jefferson, IA 50125

By John G. Bodigon, PROJECT ENGINEER

Date June 1, 2021

**APPROVED FOR PAYMENT:**

OWNER:

By \_\_\_\_\_, Name Title Date


And \_\_\_\_\_, Name Title Date

<b>CONTRACTOR'S PAY REQUEST</b>		<b>DISTRIBUTION:</b>
Jefferson Shared Use Path Improvements		CONTRACTOR (1)
City of Jefferson, Iowa		OWNER (1)
BMI PROJECT NO. A14.119874		ENGINEER (1)
		BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$954,755.79
TOTAL, COMPLETED WORK TO DATE		\$936,254.96
RETAINED PERCENTAGE ( 5% )		\$46,812.75
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$889,442.22
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$856,842.19
PAY CONTRACTOR AS ESTIMATE NO. 9	5/31/2021	\$32,600.03

**Certificate for Partial Payment**

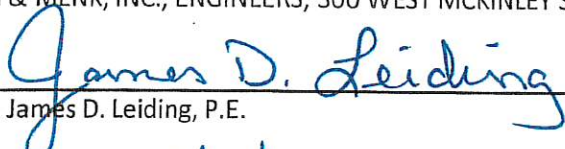
I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned 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: CALIBER CONCRETE LLC  
309 AUDUBON STREET  
ADAIR, IOWA 50002

By  \_\_\_\_\_ Name \_\_\_\_\_ Title *Coowner*

Date 6/2/21

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:  
ENGINEER: BOLTON & MENK, INC., ENGINEERS, 300 WEST MCKINLEY STREET, PO BOX 68, JEFFERSON, IA 50129

By  \_\_\_\_\_, PROJECT ENGINEER  
James D. Leiding, P.E.

Date 6/2/21

APPROVED FOR PAYMENT:  
OWNER:

By \_\_\_\_\_ Mayor \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
Matt Gordon

And \_\_\_\_\_ City Clerk \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
Roxanne Gorsuch





912 North 13<sup>th</sup> Street  
Clear Lake, IA 50428  
641-357-1923  
[www.aturaarchitecture.com](http://www.aturaarchitecture.com)

**GREENE COUNTY ANIMAL SHELTER  
JEFFERSON, IA  
Project No. 2020-104**

~~September 28, 2020~~  
May 20, 2021 (revised)

**DESIGN**

OWNER APPROVAL TO BID  
(City Council Meeting) 5:30 p.m. Tues..... AUG. 10, 2021

**BIDDING**

ISSUE BIDDING DOCUMENTS Thurs..... AUG. 12

RECEIPT/OPENING OF BIDS 2:00 p.m. Thurs..... SEPT. 9

AWARD OF CONSTRUCTION CONTRACT  
(City Council Meeting) 5:30 p.m. Tues..... SEPT. 14, 2021

**CONSTRUCTION**

BEGIN CONSTRUCTION (earliest) OCT. 2021

SUBSTANTIAL COMPLETION (latest) OCT. 2022



912 N 13<sup>th</sup> Street  
Clear Lake, IA  
641.357.1923  
info@aturaarchitecture.com

May 20, 2021

Michael Palmer, City Administrator  
City of Jefferson  
220 N Chestnut St.  
Jefferson, IA 50129

SUBJECT: GREENE COUNTY ANIMAL SHELTER  
JEFFERSON, IA

Mr. Palmer,

This will serve as an amendment to our Owner/Architect letter of agreement dated September 1, 2020, signed by Don Orris. This amendment is for architectural and engineering services to revise the Bid Documents for the Greene County Animal Shelter and provide our bidding services to re-bid the project. Revisions will be made based upon the 3,000 s.f. floor plan as discussed and attached hereto. Bid Documents will be issued in accordance with the enclosed project schedule.

**Fee:** We propose to provide the amended Architectural Services as a lump sum fee in the amount of: **\$14,600.**

**Fee Breakdown:**

ATURA:	\$4,800
IMEG:	\$9,800
Bolton & Menk:	\$0

This letter will serve as our agreement for additional services. We are still bound by the previous agreement to provide Construction Administration services in accordance with that agreement. If you concur, please sign below, and send a copy to me.

Again, we appreciate the opportunity to work with you on your project. If you have any questions or concerns, please contact me.

**ATURA architecture**



Signature

Mark Kroemer

Name

Architectural Manager

Title

May 20, 2021

Date

**AGREED:**

**Michael Palmer, City Administrator**

Signature

Name

Title

Date

## CONSULTING AGREEMENT

This Consulting Agreement, (the "Agreement") is entered into \_\_\_\_\_, 2021 by and between the City of Jefferson, Iowa (the "Client" and Piper Sandler & Co. ("Piper"). This Agreement will serve as our mutual agreement with respect to the terms and conditions of our engagement herein, effective on the date this Agreement is executed (the "Effective Date").

### **I. Scope of Services.**

#### **(A) Services to be provided.**

Piper is engaged by the Client to assist with the creation, review and presentation to City of debt management and financial policies.

#### **(B) Scope of Services.** The Client and Piper intend and agree that the Scope of Services to be provided shall consist of the following:

1. Review drafts of debt management and financial policies
2. Provide suggested edits to the debt management and financial policies
3. Attend meetings with the Client, as requested
4. Provide examples of other communities debt management and financial policies

### **II. Limitations on Scope of Services.**

The Scope of Services is subject to the following limitations:

The Scope of Services is limited solely to the services described herein and is subject to limitations set forth within the descriptions of the Scope of Services. Any duties created by this Agreement do not extend beyond the Scope of Services or to any other contract, agreement, relationship, or understanding of any nature between the Client and Piper.

The Scope of Services does not include evaluating advice or recommendations received by you from third parties.

### **III. Amending Scope of Services.**

The Scope of Services may be changed only by written amendment or supplement. The parties agree to amend or supplement the Scope of Services promptly to reflect any material changes or additions to the Scope of Services.

### **IV. Compensation.**

Compensation is based on an hourly fee of \$250/hour.

### **V. IRMA Matters.**

Client will not designate Piper as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption").

### **VI. Expenses.**

Piper will be responsible for all of Piper's out-of-pocket expenses unless otherwise agreed upon or if travel is directed by Client. If travel is directed by the Client, Client will reimburse Piper for their expenses.

### **VII. Term of Agreement.**

The term of this Agreement shall begin on the date first listed herein, and ends upon the adoption by the Client's governing body of the debt management and financial policies, or if not adopted, the abandonment by the Client of the process to adopt debt management and financial policies.

This agreement may be terminated by either party, and when terminated, Client shall pay Piper for time served pursuant to this Agreement.

The provisions of Sections titled: "Compensation", "Expenses", "Limitation of Liability", "Consent to Jurisdiction", "Choice of Law", and "Waiver of Jury Trial" shall survive termination of this Agreement.

**XIV. Counterparts; Severability.**

This Agreement may be executed in two or more separate counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any term or provision of this Agreement which is invalid or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions of this Agreement or affecting the validity or enforceability of any of the terms or provisions of this Agreement in any other jurisdiction.

**XV. Waiver of Jury Trial.**

THE PARTIES EACH HEREBY AGREES TO WAIVE ANY RIGHT TO A TRIAL BY JURY WITH RESPECT TO ANY CLAIM, COUNTERCLAIM OR ACTION ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY OR THE RELATIONSHIP BETWEEN THE PARTIES. PARTIES AGREE TO WAIVE CONSEQUENTIAL AND PUNITIVE DAMAGES.

**XVI. No Third Party Beneficiary.**

This Agreement is made solely for the benefit of the parties and their respective successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

**XVII. Authority.**

The undersigned represents and warrants that they have full legal authority to execute this Agreement on behalf of the Client. The following individual(s) at the Client have the authority to direct Piper's performance of its activities under this Agreement:

Michael Palmer, City Administrator

The following individuals at Piper have the authority to direct Piper's performance of its activities under this Agreement:

Tim Oswald, Managing Director

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written. By the signature of its representative below, each party affirms that it has taken all necessary action to authorize said representative to execute this Agreement.

Piper Sandler & Co.

By: \_\_\_\_\_  
Timothy J. Oswald  
Its: Managing Director  
Date: May 4, 2021

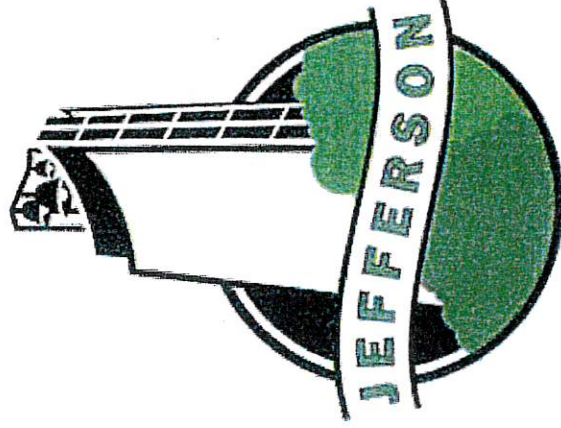
ACCEPTED AND AGREED:

City of Jefferson, Iowa

\_\_\_\_\_  
Its:  
Date: \_\_\_\_\_

# Proposed Water Rate for 2021

---



Total Cubic Feet Used	2021 Monthly Increase
200	\$0.49
300	\$0.70
400	\$0.92
500	\$1.14
600	\$1.35
700	\$1.57
800	\$1.79
900	\$2.00
1000	\$2.22

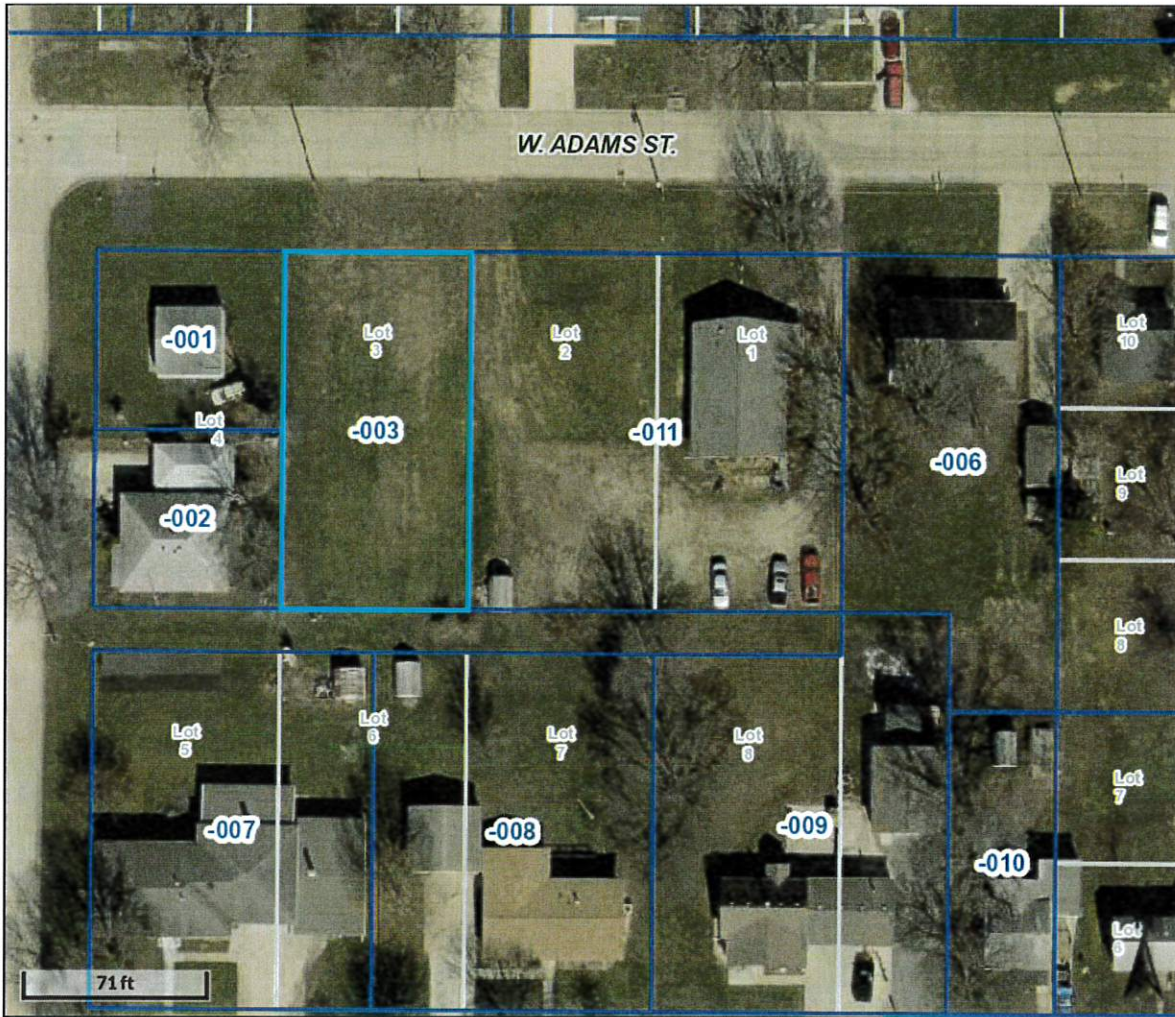
Please call City Hall at 386-3211 for more information about your bill and the proposed sewer rate increases.

# Proposed Sewer Rate Increases

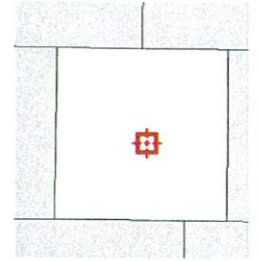


Total Cubic Feet Used	2021 Monthly Increase	2022 Monthly Increase	2023 Monthly Increase	2024 Monthly Increase	2025 Monthly Increase
200	\$1.36	\$1.43	\$1.50	\$1.60	\$1.67
300	\$1.67	\$1.76	\$1.84	\$1.97	\$2.05
400	\$1.98	\$2.09	\$2.18	\$2.34	\$2.43
500	\$2.29	\$2.42	\$2.52	\$2.71	\$2.81
600	\$2.60	\$2.74	\$2.87	\$3.08	\$3.19
700	\$2.91	\$3.07	\$3.21	\$3.45	\$3.57
800	\$3.22	\$3.40	\$3.55	\$3.82	\$3.95
900	\$3.53	\$3.73	\$3.89	\$4.19	\$4.33
1000	\$3.85	\$4.06	\$4.23	\$4.56	\$4.71

Please call City Hall at 386-3111 for more information about your bill and the proposed sewer rate increases



Overview



Legend

-  Parcels
-  Road Labels
-  Corporate Limits
-  Lots and Units

Parcel ID	1107256003	Alternate ID	LP070030	Owner Address	JEFFERSON, CITY OF
Sec/Twp/Rng	n/a	Class	ZZ		220 N CHESTNUT ST
Property Address	705 W ADAMS ST	Acreage	n/a		JEFFERSON, IA 50129
	JEFFERSON				
District	IJJF				
Brief Tax Description	LINCOLN PLACE ADD- LOT 3 BLK 7				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 5/20/2021  
 Last Data Uploaded: 5/20/2021 1:26:56 AM

Developed by  Schneider  
 GEOSPATIAL

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

A RESOLUTION PROPOSING SALE OF PROPERTY LOCATED AT  
705 W. ADAMS AND SETTING PUBLIC HEARING

WHEREAS, the City of Jefferson previously acquired ownership of property located at 705 W. Adams, in Jefferson, legally described as follows:

Lot 3, in Block 7, in Lincoln Place Addition to the City of Jefferson,  
Greene County, Iowa; and

WHEREAS, the City has received from Think Big, LLC, a proposal to purchase the Property pursuant to the terms and provisions of a Real Estate Purchase and Sale Agreement (the “**Purchase and Sale Agreement**”) that is now before this Council; and

WHEREAS, the City Council finds that it is in the best interests of the City of Jefferson that such sale be made; and

WHEREAS, before the city may proceed with such proposal it is necessary that notice of this proposal be published and that public hearing be held in accordance with the Iowa Code.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The City of Jefferson proposes to sell the Property to Think Big, LLC, for the sum of \$500.00 in accordance with the terms and provisions of the Purchase and Sale Agreement now before the Council.

Section 2. The City Council shall meet at the Municipal Center in Jefferson, Iowa, on June 22, 2021, at 5:30 p.m., at which time and place a public hearing shall be held on the proposal, at which hearing all local residents who appear shall be given an opportunity to express their views for or against the proposal.

Section 3. The City Clerk of the City of Jefferson is hereby directed to publish notice of this proposal and of the public hearing and the proposal one time, not less than four days nor more than twenty days before the date of the meeting, in the Jefferson Herald, a legal newspaper published and having a general circulation within the City of Jefferson.

Section 4. The Mayor, City Administrator and City Clerk are authorized to take such further action as may be necessary to carry out the intent and purpose of this resolution.

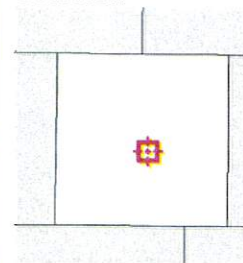
Section 5. All resolutions and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption and approval.

Adopted and approved on June 8, 2021.





Overview



Legend

-  Parcels
-  Road Labels
-  Corporate Limits
-  Lots and Units

Parcel ID	1107426001	Alternate ID	GA200100	Owner Address	JEFFERSON, CITY OF
Sec/Twp/Rng	n/a	Class	ZZ		220 N CHESTNUT ST
Property Address	607 W LINCOLNWAY ST	Acreage	n/a		JEFFERSON, IA 50129
	JEFFERSON				
District	IJJF				
Brief Tax Description	GALLAHERS ADD - W1/2 LOT 10 BLK 20				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 6/2/2021  
 Last Data Uploaded: 6/2/2021 1:04:28 AM

Developed by  Schneider  
 GEOSPATIAL

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

A RESOLUTION PROPOSING SALE OF PROPERTY LOCATED AT  
607 W. LINCOLN WAY AND SETTING PUBLIC HEARING

WHEREAS, the City of Jefferson previously acquired ownership of property located at 607 W. Lincoln Way, in Jefferson, legally described as follows:

The W ½ of Lot 10, Block 20 in Gallaher’s Addition to the City of Jefferson, Greene County, Iowa (the “**Property**”); and

WHEREAS, the City has received from Jeffrey Richardson and Tina Thompson a proposal to purchase the Property pursuant to the terms and provisions of a Real Estate Purchase and Sale Agreement (the “**Purchase and Sale Agreement**”) that is now before this Council; and

WHEREAS, the City Council finds that it is in the best interests of the City of Jefferson that such sale be made; and

WHEREAS, before the city may proceed with such proposal it is necessary that notice of this proposal be published and that public hearing be held in accordance with the Iowa Code.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The City of Jefferson proposes to sell the Property to Jeffrey Richardson and Tina Thompson for the sum of \$1,000.00 in accordance with the terms and provisions of the Purchase and Sale Agreement now before the Council.

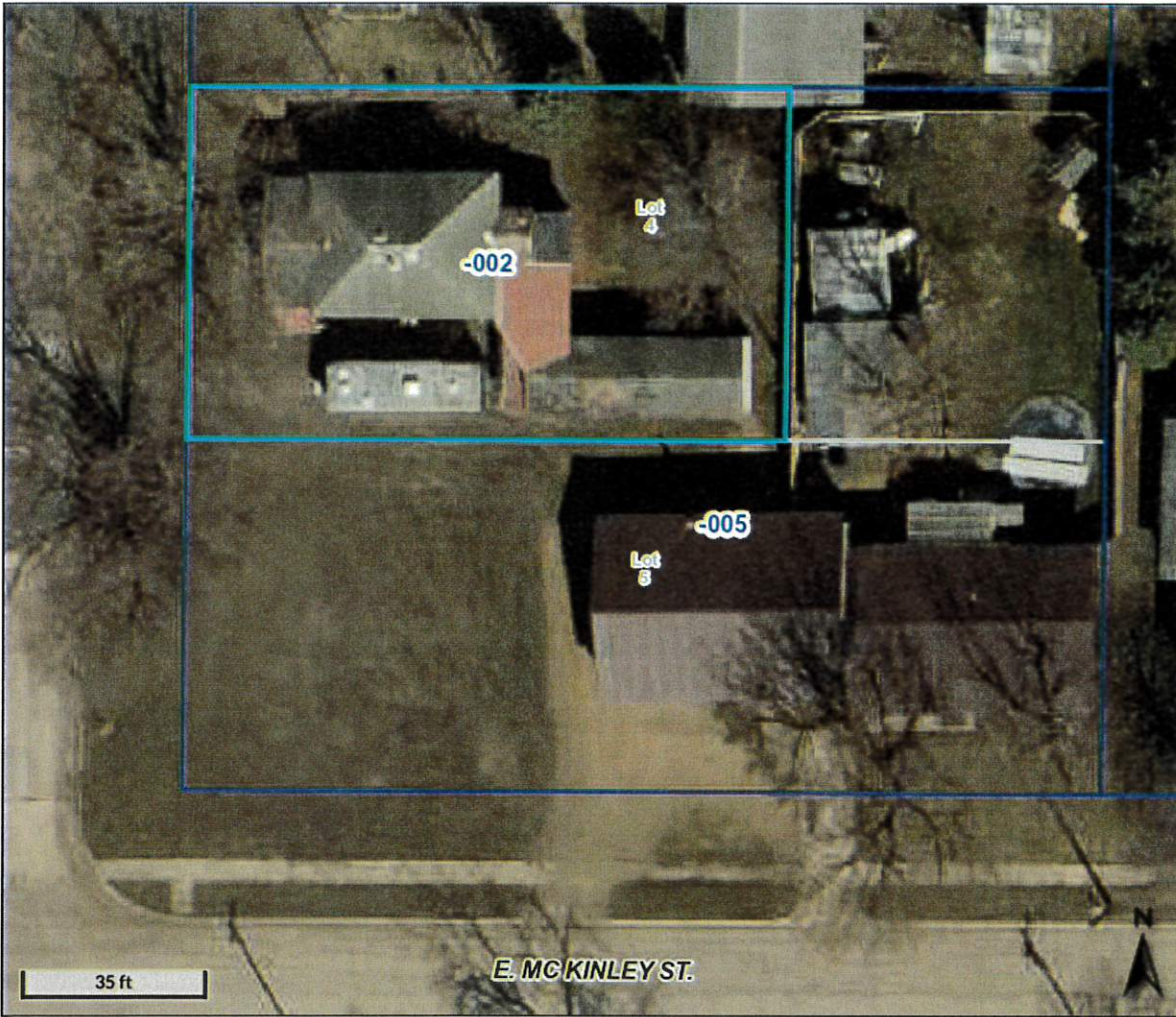
Section 2. The City Council shall meet at the Municipal Center in Jefferson, Iowa, on June 22, 2021, at 5:30 p.m., at which time and place a public hearing shall be held on the proposal, at which hearing all local residents who appear shall be given an opportunity to express their views for or against the proposal.

Section 3. The City Clerk of the City of Jefferson is hereby directed to publish notice of this proposal and of the public hearing and the proposal one time, not less than four days nor more than twenty days before the date of the meeting, in the Jefferson Herald, a legal newspaper published and having a general circulation within the City of Jefferson.

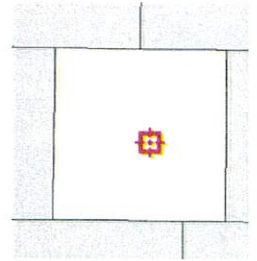
Section 4. The Mayor, City Administrator and City Clerk are authorized to take such further action as may be necessary to carry out the intent and purpose of this resolution.

Section 5. All resolutions and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption and approval.

Adopted and approved on June 8, 2021.



Overview



Legend

-  Parcels
-  Road Labels
-  Corporate Limits
-  Lots and Units

<b>Parcel ID</b>	1108103002	<b>Alternate ID</b>	BL010040	<b>Owner Address</b>	JEFFERSON, CITY OF
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	ZZ		220 N CHESTNUT ST
<b>Property Address</b>	703 N CHESTNUT ST	<b>Acreage</b>	n/a		JEFFERSON, IA 50129
	JEFFERSON				
<b>District</b>	IJJF				
<b>Brief Tax Description</b>	BLAIRS ADD- LOT 4 (EX E60') BLK 1				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 6/2/2021  
 Last Data Uploaded: 6/2/2021 1:04:28 AM

Developed by 

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

A RESOLUTION PROPOSING SALE OF PROPERTY LOCATED AT  
703 N. CHESTNUT STREET AND SETTING PUBLIC HEARING

WHEREAS, the City of Jefferson previously acquired ownership of property located at 703 N. Chestnut, in Jefferson, legally described as follows:

Lot 4, except the East 60 feet thereof, in Block 1, Blair's Addition to the City of Jefferson, Greene County, Iowa; and

WHEREAS, the City has received from Judy K. Kolbeck, a proposal to purchase the Property pursuant to the terms and provisions of a Real Estate Purchase and Sale Agreement (the "**Purchase and Sale Agreement**") that is now before this Council; and

WHEREAS, the City Council finds that it is in the best interests of the City of Jefferson that such sale be made; and

WHEREAS, before the city may proceed with such proposal it is necessary that notice of this proposal be published and that public hearing be held in accordance with the Iowa Code.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The City of Jefferson proposes to sell the Property to Judy K. Kolbeck, for the sum of \$250.00 in accordance with the terms and provisions of the Purchase and Sale Agreement now before the Council.

Section 2. The City Council shall meet at the Municipal Center in Jefferson, Iowa, on June 22, 2021, at 5:30 p.m., at which time and place a public hearing shall be held on the proposal, at which hearing all local residents who appear shall be given an opportunity to express their views for or against the proposal.

Section 3. The City Clerk of the City of Jefferson is hereby directed to publish notice of this proposal and of the public hearing and the proposal one time, not less than four days nor more than twenty days before the date of the meeting, in the Jefferson Herald, a legal newspaper published and having a general circulation within the City of Jefferson.

Section 4. The Mayor, City Administrator and City Clerk are authorized to take such further action as may be necessary to carry out the intent and purpose of this resolution.

Section 5. All resolutions and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption and approval.

Adopted and approved on June 8, 2021.



# Thomas Jefferson *Gardens* of Greene County

June 4, 2021

Honorable Mayor of Jefferson  
City of Jefferson Council Members  
City of Jefferson Administrator

Dear People,

Attached is the report from the Thomas Jefferson Gardens of Greene County for the year ending June 30, 2021. We will be reporting in person at the upcoming June 8<sup>th</sup> meeting.

While a disappointing year once again because of Covid-19, there were no bus tours. We were happy to welcome many individual visitors and family members who found a respite in the isolation by visiting the Gardens.

We are pleased the Education and Welcome Center is now housing the offices for Jefferson Matters: Main Street and Chamber. They are a valuable addition to the Welcome Center.

We are very pleased that funds were donated for a new greenhouse and will be having an open house the evening before the Bell Tower Festival. The first 100 visitors will receive a marigold plant to take home.

We appreciate the support from you. Thank you for reading our report and listening to us. We look forward to working with you in 2022.

Sincerely Yours,

Thomas Jefferson Gardens of Greene County Board

Thomas Jefferson Gardens and  
Welcome Center  
of Greene County, Iowa  
Summary of activities/visitors  
June 2020-May 2021  
Presented to City of Jefferson June 8, 2021

**BACKGROUND**

**MISSION: TO CREATE AN ARRAY OF SERENE GARDENS AND ATTRACTIONS DESIGNED TO HONOR THE LEGACY OF THOMAS JEFFERSON.**

**VISION: A PLACE FOR ALL TO ENJOY HISTORY, SERENITY, AND BEAUTY WITHIN THE GARDENS.**

10-member volunteer board (Two new Board members, Janice Harbaugh and Bill Raney)

Beginning fifth year in the Welcome Center, serving as Greene County's Front Door

Beginning in 2016, TJG receives \$20,000 Tier II funding from City of Jefferson, for the building for 15  
Years

Tier III funding for educational program by Plant Doctor, that was cancelled because of COVID-19

\$4875.00 received from the Greene County Community Foundation for revitalizing west Gardens

**TOURS/VISITORS**

0 tour bus tours

416 pre-school, elementary, and middle Greene County students and teachers for end of school year field trip

16 States represented by visitors

1779 total identified visitors

(Numerous visitors and residents come for a stroll thru the Gardens and do not register)

## **Marketing:**

March, April, May, 2021

Face Book hits 25,170 hits

Average 4,977 daily hits

November 2020 Newsletter to 200 persons

## **HAPPENINGS IN THE THOMAS JEFFERSON GARDENS WELCOME CENTER**

Welcome Center created space for JMMS/Chamber executive director (built a new shed to clear the Garden Room of the building, to allow more storage space)

Final Chamber debt paid on building in July 2020 to the Home State Bank

Produce from Gardens delivered to Greene County Christian ARC, Food Bank of Iowa; carrots, radishes, tomatoes, and peppers

Developed and painted a U.S. Lincoln Highway map on sidewalk from Museum to Welcome Center gates

Christmas Tree Lighting, Santa on the Rooftop, Tag a Tree (2 Chamber certificates)

4 Christmas stories read by volunteers, videotaped, and posted by Jefferson Telecom

Developing a Friends of Thomas Jefferson Gardens- volunteer helpers, currently 3 members, all welcome

4th Annual Plant Sale

## **PRESENTATIONS**

Meet your Legislators 3 sessions (2 Zoom and 1 Hybrid)

Thomas Jefferson Gardens and Iowa State University-Greene County Extension educational presentations:

How to Trim and Replace Damaged Trees

What Tree Should I Plant

Creating Your Pond Oasis

## **USAGE**

Family Bridal shower

Greene County Community Foundation for scoring session of grant applications

Greene County Democrats

Thomas Laehn

American Legion Floyd W. Brown Post #11 meetings 1 x per month

**MERCHANDISE:** Notecards, bags, postcards available

## **STAFFING**

Open Monday-Friday Daily 10-4:00 by Chamber staff

Holidays and weekends from June-September by Thomas Jefferson Garden hourly staff

Snow removal by Board volunteers

Lawn mowing by Board volunteers

Cleaning of building interior by Board volunteers

Head Gardener, Jean Walker, reimbursed under contract assisted by volunteer helpers

## **UPCOMING EVENTS**

Bell Tower Eve, Greenhouse Open house, 5-7:00 June 11

Representative in Bell Tower Parade as receiving funding from Grow Greene County, June 12

Boone County Master Gardeners tour, June 14th

Hosting Java and Juice, June 18<sup>th</sup>

Sponsoring prize for Best of flower and best of vegetable for Greene County Fair

Classical Concert, August 8 -5:00 P.M.

Building open for Car Show



**PLANS FOR 2020-2021**

Continue efforts to increase out of county tours, working with Tourism Committee and GCDC to improve marketing of Greene County.

Increase our Greater Des Moines Community Foundation endowment funds for perpetuity of the Gardens/Welcome Center.

Exploration of regional gardening tour as economic development, marketing, and tourism.

**OFFICERS:**

Mary Weaver, Jean Walker, Roger Aegerter, John Turpin

**DIRECTORS:**

Jacque Andrew, Jean Van Gilder, Janice Harbaugh, Bill Raney, Brad Riphagen, and Mark Sawhill,  
Ex-Officio: Wallace Teagarden, Tom Polking

Resignations this past year from Ginny Showman and Beth Vanderwilt

**INVITATION:**

*COME FOR A PERSONAL GARDEN TOUR AS INDIVIDUALS, A FAMILY, OR FULL COUNCIL. WE WANT TO SHOW YOU HOW OUR GARDENS HAVE GROWN.*

**THOMAS JEFFERSON GARDENS OF GREENE COUNTY CITY OF JEFFERSON  
2020- 2021 EDUCATION & WELCOME CENTER**

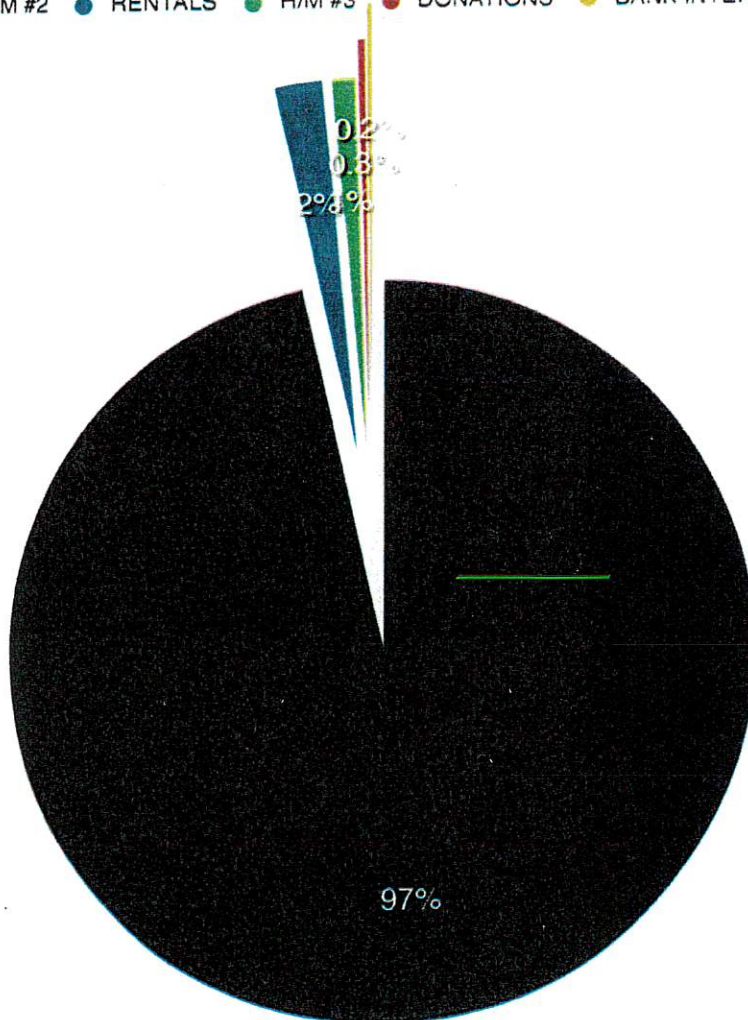
**CREDITS**

**AMOUNT**

HOTEL/MOTEL CITY GRANT TIER 2	\$20,000.00
HOTEL/MOTEL CITY GRANT TIER 3	\$219.11
DONATIONS	\$78.00
RENTALS	\$325.00
BANK INTEREST	\$34.37

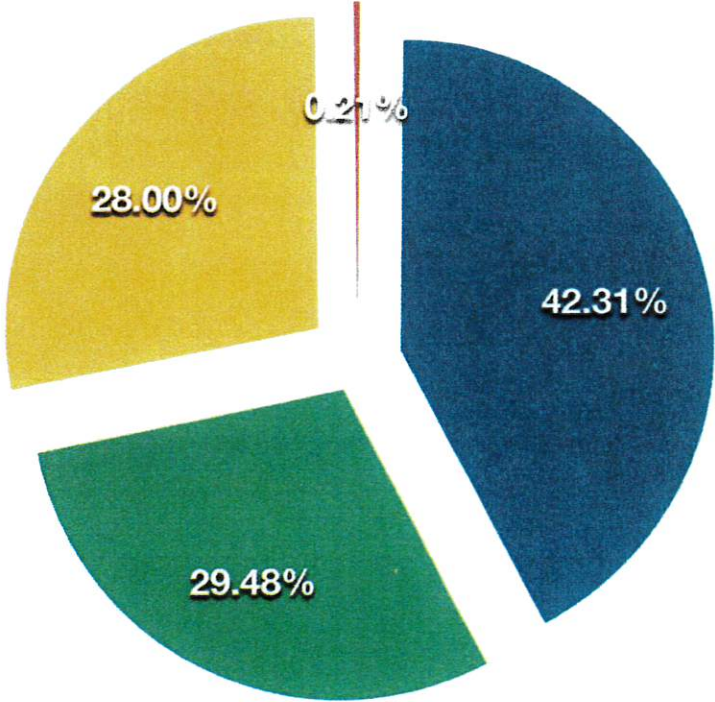
**TOTAL INCOME \$20,456.48**

● H/M #2 ● RENTALS ● H/M #3 ● DONATIONS ● BANK INTEREST



# THOMAS JEFFERSON GARDENS OF GREENE COUNTY 2020-2021 GARDEN EXPENSES

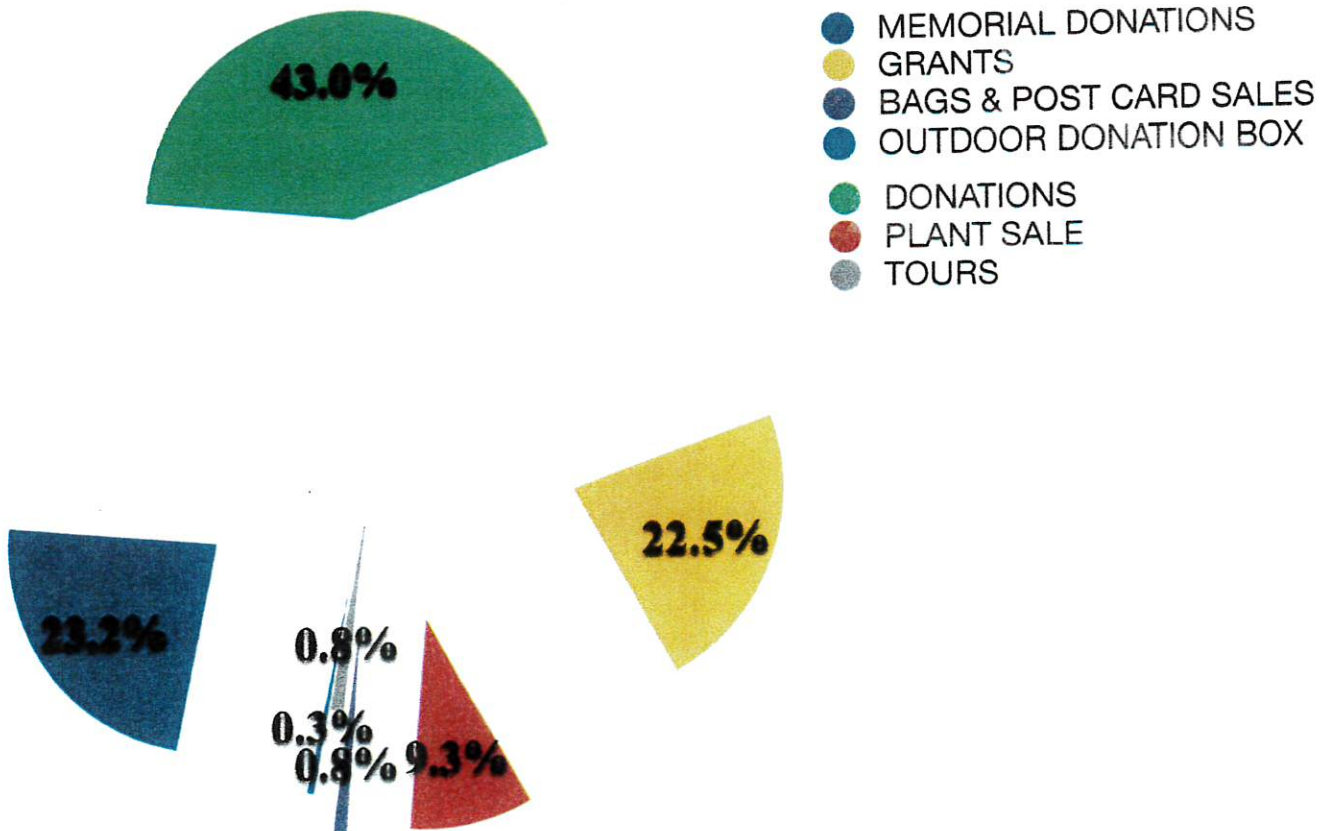
GARDEN EXPENSES	AMOUNT
STRUCTURES & EQUIPMENT	\$8,160.25
PLANTS & PLANTERS	\$5,686.62
WAGES TO GARDENERS	\$5,400.00
HOME STATE BANK CHARGES & TAXES	\$40.28
<b>TOTAL GARDEN EXPENSES</b>	<b>\$19,287.15</b>



- STRUCTURES & EQUIPMENT
- PLANTS & PLANTERS
- WAGES TO GARDENERS
- HOME STATE BANK CHARGES & TAXES

# THOMAS JEFFERSON GARDENS OF GREENE COUNTY 2020-2021

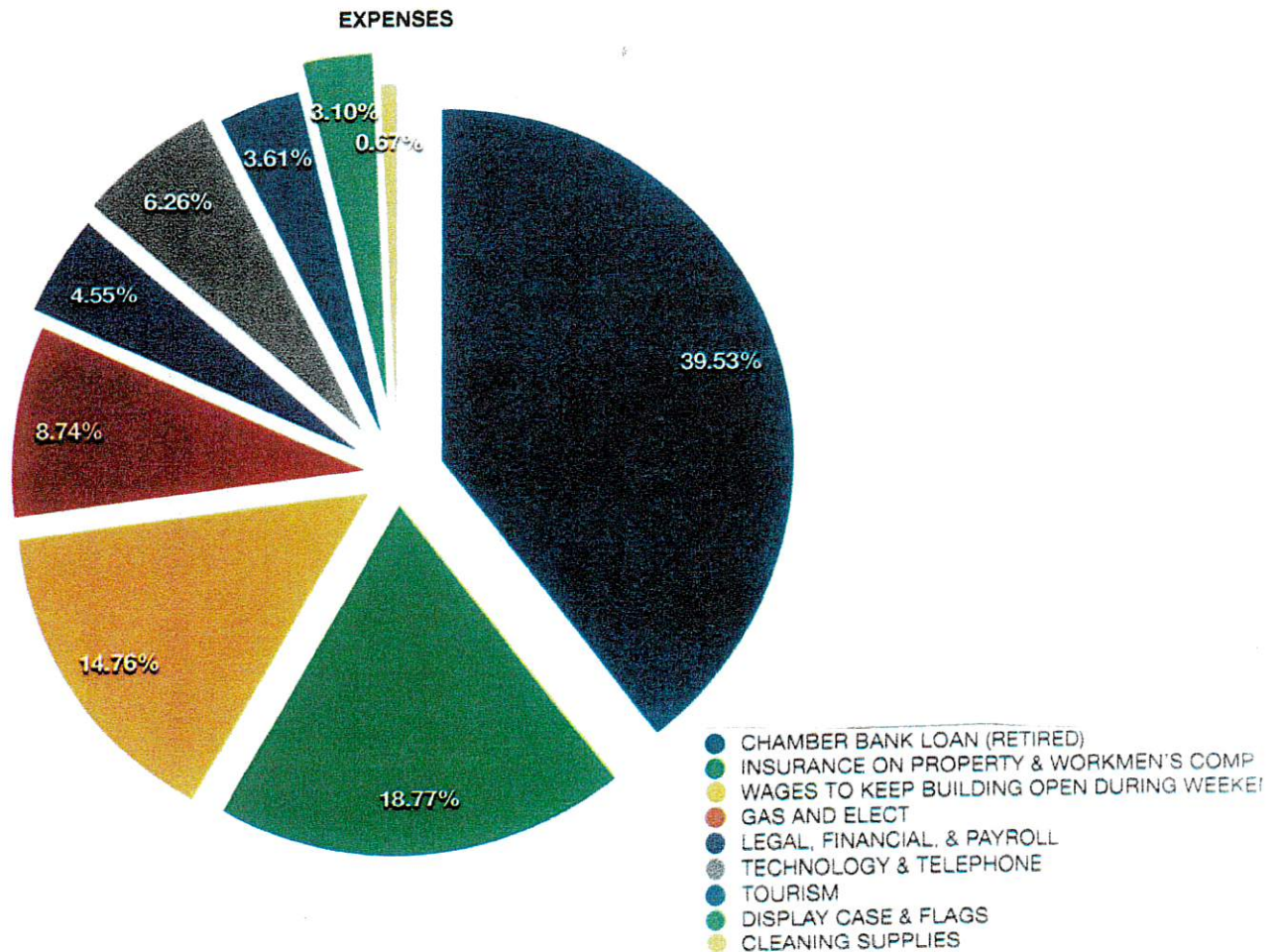
GARDEN CREDITS	AMOUNT
MEMORIAL DONATIONS	\$8,135.00
DONATIONS	\$15,075.00
GRANTS	\$7,875.00
PLANT SALE	\$3,264.00
BAGS & POST CARD SALES	\$292.00
TOURS	\$295.00
OUTDOOR DONATION BOX	\$105.00
<b>TOTAL GARDEN CREDITS \$35,041.00</b>	



**THOMAS JEFFERSON GARDENS OF GREENE COUNTY CITY OF JEFFERSON**

**2020- 2021 EDUCATION & WELCOME CENTER**

<b>BUILDING EXPENSES</b>	<b>AMOUNT</b>
CHAMBER BANK LOAN (RETIRED)	\$9,842.62
INSURANCE ON PROPERTY & WORKMEN'S COMP	\$4,673.00
WAGES TO KEEP BUILDING OPEN DURING WEEKENDS	\$3,674.90
GAS AND ELECT	\$2,177.02
LEGAL, FINANCIAL, & PAYROLL	\$1,133.77
TECHNOLOGY & TELEPHONE	\$1,559.42
TOURISM	\$899.86
DISPLAY CASE & FLAGS	\$771.30
CLEANING SUPPLIES	\$165.71
<b>TOTAL BUILDING EXPENSES</b>	<b>\$24,897.60</b>



ORDINANCE NO. \_\_\_\_\_  
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY  
OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISIONS  
PERTAINING TO ANIMAL PROTECTION AND CONTROL

Be it enacted by the City Council of Jefferson, Iowa:

SECTION 1. Section Amended. Section 55.01 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

**55.01 DEFINITIONS.** The following terms are defined for use in this chapter.

1. "Advertise" means to present a commercial message in any medium including but not limited to print, radio, television, sign, display, label, tag or articulation.
2. "Animal" means a nonhuman vertebrate.

*(Code of Iowa, Sec. 717B.1)*

3. "At large" means off the premises of the owner and not under the control of a competent person, restrained within a motor vehicle, or housed in a veterinary hospital or kennel.
4. "Business" means any enterprise relating to any of the following:
  - A. The sale or offer for sale of goods or services.
  - B. A recruitment for employment or membership in an organization.
  - C. A solicitation to make an investment.
  - D. An amusement or entertainment activity.
5. "Caregiver" means the person responsible for a feral cat colony.
6. "Fair" means any of the following:
  - A. The annual fair and exposition held by the Iowa State Fair Board pursuant to Chapter 173 of the Code of Iowa or any fair event conducted by a fair under the provisions of Chapter 174 of the Code of Iowa.
  - B. An exhibition of agricultural or manufactured products.
  - C. An event for operation of amusement rides or devices or concession booths.
6. "Feral cat" means any wild or untamed cat. A feral cat is not a stray cat.
7. "Feral cat colony" means a group of homeless, wild or untamed cates living or growing together.

8. "Game" means a "game of chance" or "game of skill" as defined in Section 99B.1 of the Code of Iowa.
9. "Illegal animal" means:
- A. Badgers, wolverines, weasels, skunk and mink;
  - B. Raccoons;
  - C. Bats;
  - D. Scorpions;
  - E. Any dog which has attacked a human being or domestic animal one or more times, without provocation.
10. "Livestock" means an animal belonging to the bovine, caprine, equine, ovine or porcine species, ostriches, rheas and emus; farm deer as defined in Section 170.1 of the Code of Iowa; or poultry.

*(Code of Iowa, Sec. 717.1)*

11. "Nuisance" means disturbing the peace by habitually or continually crying or screaming, or the habitual and significant destruction, desecration, or soiling of property against the owner or possessor of the property.
12. "Owner" means any person owning, keeping, sheltering or harboring an animal.
13. "Pet" means a living dog, cat or an animal normally maintained in a small tank or cage in or near a residence, including but not limited to a rabbit, gerbil, hamster, mouse, parrot, canary, mynah, finch, tropical fish, goldfish, snake, turtle, gecko or iguana.
14. "Vicious animal" means and includes:
- A. Any dog with a history, tendency or disposition to attack, to cause injury or to otherwise endanger the safety of human beings or domestic animals;
  - B. Any dog that snaps, attempts to bite a human being or domestic animal, or manifests a disposition to snap or bite;
  - C. Any dog that, unprovoked, chases or approaches anyone in a menacing fashion off the owner's property;
  - D. Any dog that has been trained for dog fighting, animal fighting or animal baiting or is owned or kept for such purposes; or
  - E. Any dog trained to attack human beings, upon command or spontaneously in response to human activities, except dogs owned by and under the control of the police department, the county sheriff, a law enforcement agency of the state or of the United States or a branch of the armed forces of the United States.

A dog shall not be deemed to be “vicious” if the threat or injury: (a) is caused by a person who is assaulting the dog’s owner, committing a willful trespass or tort upon the owner’s premises, or provoking, tormenting, or abusing the dog or can be shown to have done so repeatedly at other times, (b) is a response to pain or injury, or is to protect itself, its kennel, its offspring, or its owner’s property, or (c) is inflicted by a dog owned by a law enforcement agency in the line of duty.

SECTION 2. Sections Added. The Code of Ordinances of the City of Jefferson, Iowa, 2017, is amended and the following Sections 55.23 thru 55.26 are adopted and added therein:

**55.23 FERAL CAT COLONY.** It is unlawful for any person to maintain a feral cat colony unless the colony is a managed colony in which food, water, and shelter are provided by a caregiver in conjunction with the implementation of the Trap-Neuter-Return (TNR) Program as set forth in section 55.25 of this Chapter.

**55.24 MANAGED FERAL CATS.** The City of Jefferson, in order to encourage the stabilization of the feral cat population in the City, shall implement the Trap-Neuter-Return (TNR) Program as follows:

1. Live-trap any free-roaming cat in a humane manner,
2. Have the cat surgically altered, ear-notched (if feral), microchipped (if feral and if so determined by the City), and vaccinated against rabies, and
3. Give a written report annually to the Jefferson City Council on the following:
  - A. Number of colonies and location with the city limits;
  - B. Total number of cats in colonies;
  - C. Number of cats and kittens spayed and neutered pursuant to the TNR program; and
  - D. Number of cats and kittens placed in permanent homes.

**55.25 MAINTAINING A FERAL CAT COLONY.** Feral cat colony caregivers shall:

1. Take responsibility for feeding and watering the cat colony regularly through the year, while ensuring that the food storage area(s) are secure from insect, rodent, and other vermin attraction and harborage.
2. Work to sterilize, vaccinate and ear-notch all adult cats that can be captured. Implanting a microchip is recommended; and
3. Remove droppings, spoiled food, and other waste from the premises as often as necessary, and at least every seven (7) days, to prevent odor, insect or rodent attracting or breeding, or any other nuisance.
4. Provide contact information in the event that complaints are received by the City of Jefferson concerning management of the colony.



5. Register the feral cat colony with the City of Jefferson.
6. Obtain written permission of the owner of any property, to which the Caregiver requires access to provide colony care.
7. In the event kittens are born to a colony cat, the Caregiver shall take reasonable steps likely to result in the removal of the kittens in homes or foster homes for the purpose of subsequent permanent placement.
8. Obtaining proper medical attention to any colony cat that appears to need it.
9. Provide written reports to the City of Jefferson covering six month periods, due April 15 (reporting months October through March) and October 15 (reporting months April through September) of each year, on forms prepared by and provided by the City of Jefferson.

**55.26 ORDINANCE ENFORCEMENT.** The City of Jefferson shall have the following rights:

1. The right to seize or remove cats from a colony that have not been vaccinated against rabies and which are demonstrating signs of the disease.
2. The right to seize or remove cats from a colony that is creating a nuisance as defined above and the caregiver has been given 48 hours to remove and relocate and has failed to do so.
3. The right to seize or remove a colony of cats when the feral cat colony caregiver regularly fails to comply with the requirements of 55.25 and replacement/substitute cannot be located within 30 days of notice to the caregiver..

SECTION 3. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Finally passed by the Council and approved on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Matt Gordon, Mayor

Attest:

\_\_\_\_\_  
Roxanne Gorsuch, City Clerk

- - - -

# Jefferson Public Library

Meeting of the Board of Trustees  
Monday, June 7, 2021 6:30 PM  
Library – Children’s Department

## 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 Reports
  - B. Year-to-Date Monthly Financial Reports
  - C. Project Updates
- VI. Old Business
  - A. Limited services during pandemic
  - B. Personnel
  - C. Planning for the future; feasibility study
- VII. New Business
  - A. Update on Friends’ activities
- VIII. Next Meeting – Monday, July 12 at 6:30 p.m.
- IX. Adjournment