AGENDA

COUNCIL MEETING
Tuesday, May 26, 2015
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. 5/12/15 council minutes.
B. Jefferson Area Chamber of Commerce, d.b.a. as Bell Tower Festival, Class BB License.
C. Greene County Fair Association, Class C Liquor License.
D. Employ Emily Vander Wilt at the Community Center at hourly wage of $7.25/hr.
F. Salaries for 2014 calendar year

IV. NEW BUSINESS:

A. Public hearing on General Obligation Loan Agreement in a principal amount not to exceed $3,000,000 (General Obligation Urban Renewal Corporate Purpose).
B. Public hearing on a Loan Agreement in a principal Amount not to exceed $300,000 (General Obligation Golf Course Acquisition).
D. Consider motion setting public hearing on proposal to change zoning classification for property in Water Tower Subdivision.
E. Public Hearing for 2013-2014 Budget amendment.
F. Approval of resolution for the 2013-2014 Budget Amendment.
G. Consider approval of contract for removal of sludge at waste water plant.
H. Consider approval of contract to seal coat streets and alleys.
I. Consider approval of 3 year agreement for auditing services.
J. Quarterly meeting with Jefferson Main Street.

V. REPORTS:

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

VI. ADJOURN.
AGENDA SUMMARY

DATE 5/26/15

NEW BUSINESS

A. Public hearing on General Obligation Loan Agreement in a principal amount not to exceed $3,000,000 (General Obligation Urban Renewal Corporate Purpose).

B. Public hearing on a Loan Agreement in a principal Amount not to exceed $300,000. (General Obligation Golf Course Acquisition).

C. Resolution setting date for sale of General Obligation Urban Renewal Bonds, Series 2015A and General Obligation Reimbursement Bonds, Series 2015B and authorizing the use of a preliminary official statement in connection with the sale of the Bonds: (date of the sale will be June 9 2015 at 11:00 a.m.).

D. Consider motion setting public hearing on proposal to change zoning classification for property in Water Tower Subdivision. On May 14, 2015 the Planning Commission reviewed a proposed application for a planned unit development (PUD) zoning in order to place a high density residential complex consisting of townhomes and condominiums.

E. Public Hearing for 2013-2014 Budget amendment. Attached is the budget amendment.

F. Resolution for the approval of the 2013-2014 Budget Amendment.

G. Consider approval of contract for removal of sludge at waste water plant. The Sewer Committee is recommending removal of the sludge from the sewer plant by a private contractor. Attached is the proposal.

H. Consider approval of contract to seal coat streets and alleys. This is a budgeted item. Attached is the list of streets and alleys and map.

I. Consider approval of 3 year agreement for auditing services. Attached is the proposal for services.

J. Quarterly meeting with Jefferson Main Street.
PRESENT: Ahrenholtz, Teeple, Black, Jaskey, Von Ahsen
ABSENT: None

Mayor Berry presided.

During Open Forum Peg Door from New Opportunities spoke on Teen Outreach Program Grant and requested a Letter of Support from the city. The Mayor will be submitting said letter. Don Orris, representing Paws, addressed the Council regarding meeting with County on new animal shelter and moving the project forward.

On motion by Black, second by Teeple, the Council approved the following consent agenda: April 28, 2015 Council Minutes, Waive $20.00 sign permit fee for Prairie Lakes, AEA, Class C Liquor License for Doe's Stadium Bar and Grill, Class C Liquor License for B.P.O. Elks Lodge #2306, Cigarette/tobacco/nicotine/vapor permit for Wild Rose Jefferson, LLC; payment of monthly bills from City funds.

AYE: Ahrenholtz, Black, Teeple, Jaskey, Von Ahsen
NAY: None

On motion by Teeple, second by Jaskey, the Council approved for engagement of financial services with Piper/Jaffery.

AYE: Von Ahsen, Teeple, Ahrenholtz, Jaskey, Black
NAY: None

RESOLUTION NO. 27-15

On motion by Black, second by Von Ahsen, the Council approved Resolution No. 27-15, a Resolution setting public hearing for general obligation urban renewal bond issue not to exceed $3M.

AYE: Jaskey, Ahrenholtz, Black, Teeple, Von Ahsen
NAY: None

On motion by Black, second by Ahrenholtz, the Council approved the Change Order #1 in the amount of $4,692.89 to Hydro-Klean, L.L.C. for Division 1 Sanitary Sewer Manhole Adjustments.

AYE: Von Ahsen, Black, Jaskey, Teeple, Ahrenholtz
NAY: None

On motion by Jaskey, second by Von Ahsen, the Council approved Pay Estimate #1 in the amount of $56,290.25 to Hydro-Klean, L.L.C. for work to date on the Division 1 Sanitary Sewer Manhole Adjustments Project.

AYE: Black, Teeple, Ahrenholtz, Von Ahsen, Jaskey
NAY: None

On motion by Teeple, second by Ahrenholtz, the Council approved Pay Estimate #1 in the amount of $129,790.37 to Schumweber Water Conditioning for work to date on the 2015 Water and Sanitary Sewer Improvements Project.

AYE: Black, Teeple, Von Ahsen, Jaskey, Ahrenholtz
NAY: None

RESOLUTION NO. 28-15

On motion by Jaskey, second by Black, the Council approved Resolution No. 28-15, a Resolution Approving Acquisition of Property Located at 205 N. Wilson Ave.

AYE: Teeple, Von Ahsen, Jaskey, Ahrenholtz, Black
NAY: None

On motion by Black, second by Ahrenholtz, the Council approved setting a Public Hearing for May 26, 2015 at 5:30 p.m. for the FY 2014-2015 Budget Amendment.

AYE: Von Ahsen, Jaskey, Ahrenholtz, Black, Teeple
NAY: None
CIGARETTE PERMITS
July 1, 2015 through June 30, 2016

Casey’s General Store #70
Casey’s General Store #1617
Dollar General #8463
Fareway Stores, Inc. #888
Hy-Vee, Inc
Kum & Go #238
Oly’s Corner Inc.
Sparky’s One Stop #22
Wild Rose Jefferson
RESOLUTION NO. 29-15

RESOLUTION APPROVING EMPLOYEE SALARIES FOR CALENDAR YEAR
2014

WHEREAS, the City of Jefferson Wage and Benefit Committee has met to consider
Salaries for the City of Jefferson employees, and

WHEREAS, the City of Jefferson has paid the following salaries for the calendar year
2014 for the City of Jefferson employees:

Clouse, Mark A $48,160.34
DeMoss, Kyle R $37,830.26
Enns, Heath A $42,476.42
Gerhardt, Patrick A $39,222.06
Kroeger, Jason J $41,527.93
Morlan, David M $54,287.66
Sorensen, Nickolas L $43,406.74
Barrett, Michael R $247.50
Bauer, Derrik M $1,521.68
Black, Chad A $1,155.00
Carman, James A $1,431.93
Chargo, Dallas G $423.75
Cranston, Brett D $1,560.75
Dayton, Galen D $510.00
Elisario, Eric J $367.50
Ganoe, Jamie L $1,563.75
Garreans, Mark A $1,057.50
Hadley, Robert A $802.50
Hammond, Christopher R $652.50
Hart, Craig W $570.00
Heater, Mark C $315.00
Kersey, Bret D $75.00
Lane, Joseph R $1,530.75
Lawson, Robert E $2,165.75
Love, Randy L $3,385.31
Massey, Christopher T $371.25
McDowell, Jason E $1,061.25
Morlan, Kenneth D $1,172.49
Olson, Shawn C $1,143.75
Olson, Shawn T $1,268.25
Promes, Dean A $1,484.85
Scheffler, Steven A $618.75
Schlitz, Sean P $27.97
Williams, Jack J $1,590.75
Chiafoss, Annette M $5,236.75
Kuhl, Nocole M $43.50
Boude, Carrie R $10,329.36
Clark, Laura E $7,475.07
Clark, Teresa S $29,037.60
Hadley, Dorothy J $9,028.50
Hemping, Lorene J $11,429.46
Muston, Karla L $400.62
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Palmer, Michael S $75,608.52  
Teeple, Larry D $677.16  
Von Alsen, Gary L $630.00  
Kennedy, Diane M $49,760.22  
Gorsuch, Roxanne R $7,054.06  
Heater, Thomas F $30,336.30  
Hoffman, Violet $126.16  
Pound, Karen B $31,126.75  
Tweed, Tammy J $16,434.94  
Wright, Michael D $9,429.04  
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Teeple, David M $46,991.07  
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Eighmy, Rodney C $51,056.01  
McCoy, Timothy J $40,070.85  
Moranville, Daniel J $43,142.64  
Egeland, Robert W $37,741.35  
Hostetler, Paul D $43,103.59  
McDowell, Bill D $39,018.00  
Schmidt, Kenneth D $38,569.91  
Kinsey, Craig A $35,419.11

NOW, THEREFORE, BE IT RESOLVED THAT THE City Council of the City of Jefferson approved the salaries for the City of Jefferson employees from January 1, 2014-December 31, 2014 as they are listed in this resolution.

PASSED AND ADOPTED this 26th day of May, 2015.

Craig Berry, Mayor

Diane M. Kennedy, City Clerk
3. Application and Development Plan for: Water Tower PUD
   A Replat of Water Tower Subdivision
   of Blocks 12 & 17, Re-survey of Albert
   Head's Addition
   Jefferson, IA

   A. Owner: Water Tower, LLC, P.O. Box 159, 708 N. Hwy 69, Huxley, IA 50124
      Developer: JCorp, Inc., P.O. Box 15, 708 N. Hwy 69, Huxley, IA 50124

   B. PUD district allowed uses: Residential to include single family detached or bi-
      attached homes, apartments and condominiums up to 16 units attached or
      townhomes up to 6 units attached.
      PUD district prohibited uses: All other uses not noted as allowed above.


   1) See attached M.H.F. Engineering, P.C. Drawing No. 3 –
      a) Block 12 will be divided into 12 Townhome lots and 3 Outlots. Each
         Townhome within a 4-Plex will be on its own separate "postage stamp" lot. 
         The Outlot surrounding each 4-Plex will be an Outlot for common use by the
         Owners of the 4-Plex.

      b) Block 17 will be divided into 4 equal size lots. On each of these lots will be
         an 8 unit, Condominium Building with 4 garages attached on one end. Each
         Condominium will have its own direct exit door to the exterior, therefore no
         common hallways.

   2) See attached M.H.F. Engineering, P.C. Drawing No. 3 – Block 12 property is
      relatively flat and Block 17 has a general slope from north to south. Neither
      property is in a floodplain.

   3) See attached JCorp, Inc. Sheet No. A201 thru A204 for the 2-Story 4-Plex
      Townhomes and Sheet No. A301 thru A304 2-Story 8-Plex Condominium 
      Buildings. All buildings will be 2-Story. Each Townhome will be 3-Bedroom,
      1380 SF each. Each Condominium will be 2-Bedroom, 1004 SF each. All
      buildings will be various earth tone colors/styles of vinyl siding and architectural
      asphalt shingles. The townhomes will have cultured stone accents on the front
      elevations.
4) See attached M.H.F. Engineering, P.C. Drawing No. 3 and JCorp, Inc. Sheet No. A101. Each Townhome has an attached 2-Car Garage with 2-Parking Stalls in their driveway leading up to the garage. Each 8-Plex Condominium Building will have 19-Parking Stalls (2 stalls for each unit plus 3 stalls for guests) and access to 4-Garages on the end of the building with 4-Parking Stalls in the driveway leading up to these Garages. The common interior parking area running north-south between the units will have street access from both Head Street on the north and Mahlon Street on the south.

5) There will be no new public streets added. Existing streets only; Walnut Street on the west, Pinet Street on the east, Central Avenue on the north, Head Street in the middle between Blocks 12 and 17, and Mahlon Street on the south.

6) See attached JCorp, Inc. Sheet No. A101 for proposed landscaping. Per the request of City staff, additional trees in the public-right-of-way will be added in the parking islands along Walnut Street and Pinet Street in the Block 17 Condominium site, similar to what is shown in the islands of the interior parking area. Effort will be made with Chad Olson, the homeowner adjacent to the townhomes, to locate landscaping to screen areas satisfactorily for him along the townhome side and rear shared property boundaries.

7) No signs are shown at this time. We would propose a small (2' tall x 8' long) sign be placed to the south of Head Street near the entrance to the interior parking lot. This sign would have the property managers contact information on it.

8) Peripheral yards are as shown on the site plan. The building setbacks along Walnut Street and Pinet Street are 7'. The Townhome building setback along Central Avenue is 18' and along Head Street is 18'. The Condominium building setback along both Head Street and Mahlon Street is 0'. All Oulot area yards are for common use of the owners/renters of the properties.

9) No common areas will be dedicated to the City of Jefferson. Likely, there will be a detention basin on the southwest corner of the Condominium Block 17 which likely will take the place of the end 4-Car Garage of the southwest building. Final design for this is in progress.

10) See attached M.H.F. Engineering, P.C. Drawing No. 3

11) It is the Developer’s intent to start immediately upon City approval with Block 12, 4-Plex Townhome on Lots 1, 2, 3 & 4 and with Block 17, 8-Plex Condominium on Lot 1 & 4. The remaining Townhomes and Condominiums would follow based upon rental interest. It would be the Developer’s intention to have all 44 units completed no later than October 1, 2016.
FROM DESIGN CONCEPT TO PROJECT COMPLETION

D. The common ground will be maintained within a Home Owners Association formed with By-Laws and Declaration of Covenants, Conditions, Easements and Restrictions. An example of such Covenants is attached. These still need more definition specific to each Lot and will be submitted/filed with the Final Plat documents. All easements will be shown on the Final Plat drawing that will be prepared my M.H.F. Engineering, P.C.

E. See attached.

F. M.H.F. Engineering, P.C. along with City of Jefferson staff have reviewed and determined the existing site conditions of sanitary & storm sewer and water main lines available to serve the site(s) have the necessary capacity.

G. City of Jefferson staff determined existing streets surrounding the property and access of them to main arterials are adequate to support the new volume of traffic.

H. See answer to item C. (4) above. Parking easily exceeds the minimum required.

I. Ken Paxton has presented the housing need as desperate and critical to the success of incoming/growing businesses and the Casino. This was presented/discussed with City of Jefferson staff in the pre-Application Conference.

J. Neighboring properties are single-family residential and bi-attached residential. A City park with a water tower is to the northwest. We have met with Chad Olson and his wife, the only adjoining property owners, and they showed support of the project and the quality of it.

K. See attached M.H.F. Engineering, P.C. Drawing No. 3 and JCorp, Inc. Sheet No. A101

L. The Developers goal is to create a quality product that is in-line with our income goals.

4. Design Standards — See attached M.H.F. Engineering, P.C. Drawing No. 1, 2 & 3 and JCorp, Inc. sheets A101, A201 thru A204 and A301 thru A304. Open space clearly exceeds 25% of the total land area. All other items (building spacing, traffic circulation, setbacks, services, etc.) have been addressed in Section 3 responses.

Respectfully submitted,

Duane E. Jensen, P.E.
P.E. License No. IA 13567
NOTICE OF PUBLIC HEARING
AMENDMENT OF CURRENT CITY BUDGET

The City Council of Jefferson in GREENE County, Iowa will meet at Municipal Center at 5:30 p.m. on May 26, 2015 (time)
for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2015 (time)

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.

### Revenues & Other Financing Sources

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<td>Business Type / Enterprises</td>
<td>1,915,446</td>
<td>170,300</td>
<td>2,085,746</td>
</tr>
<tr>
<td>Total Gov Activities &amp; Business Expenditures</td>
<td>5,416,014</td>
<td>3,603,370</td>
<td>9,019,384</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>1,514,107</td>
<td>166,400</td>
<td>1,680,507</td>
</tr>
<tr>
<td>Total Expenditures/Transfers Out</td>
<td>6,930,121</td>
<td>3,769,770</td>
<td>10,699,891</td>
</tr>
<tr>
<td>Excess Revenues &amp; Other Sources Over</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Under) Expenditures/Transfers Out Fiscal Year</td>
<td>664,087</td>
<td>93,977</td>
<td>758,064</td>
</tr>
<tr>
<td>Beginning Fund Balance July 1</td>
<td>29</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ending Fund Balance June 30</td>
<td>30</td>
<td>664,087</td>
<td>93,977</td>
</tr>
</tbody>
</table>

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:
Revs:Sale of bonds for TIF Projs and Gen Fund; Bldg Permits; Pub Safety Donations; Housing Grants; Membership Fees; RUT Receiver; Local Opt Sales Tax; AP Proj Fed Reimb; Overpass State Reimb. Reduction: Chgs for Serv for WA/ SW/ SN; Interest. Expenses; Purch Eq; PD, PK, CEM, RUT, RC, Golf Course Exps; Neigh Improv; Prog; Hotel/Motel; Legal; LIB Grant Purch; Dwtn SiScape Improv; Housing Rehab; LIB Bldg Improv; AP Land Acq; WA Pit Improv; WA Vac Mach; WA Syst Mt; AP Fuel.

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
Neese Inc.
Alan & Katherine
303 Division Street * P.O. Box 392
Grand Junction, IA 50107
(515) 738-2744

PROPOSAL

PROPOSAL SUBMITTED TO:  michaelpcjeff@netins.net
City of Jefferson
Mike Palmer, City Administrator
220 N. Chesnut
Jefferson, Iowa 50129

TODAY'S DATE:  5/13/15
DATE OF PLANS:  Spring 2015

PROJECT NAME/LOCATION:

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

City's Sludge will be trucked and applied in Field located
by Neese Inc. and applied per agronomical rates

Rate:  $ 0.05/Gallon

WE PROPOSE hereby to furnish equipment and labor - complete in accordance with above specifications for the sum of:

As Written Above

PAYMENT to be made as follows:

Upon 30 Days from Invoice

All equipment is guaranteed to be as specified. All work to be completed
in a workmanlike manner according to standard practices. Any alteration
from above specifications involving additional costs will be executed only
upon written orders and will be charged over and beyond the estimate. All
agreements contingent upon strikes, accidents or delays beyond our control.
Client to carry fire, tornado and other necessary insurance. Our workers
are fully covered by Workmen's Compensation Insurance.

Authorized Signature: Allen Neese

*NOTE: This proposal may be withdrawn by us if not
accepted within 15 days.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and hereby accepted.
You are authorized to do the work above specified. Payment will
be made as outlined above.

Date of Acceptance: __________________________

Signature: __________________________________

Signature: __________________________________
4/20/15

City of Jefferson
220 N Chestnut
Jefferson, Iowa 50129

Phone: 515-370-3610 (Dave)
Fax: 626-386-4571

Job Name: Seal Coat – Oil & Rock
Job Location: Jefferson, Iowa

A. Locust – Between Central & Perry
   $5,367.60
B. Perry – Between Wilson & Cedar
   $7,841.40
C. Head Street – Between Cedar & Locust
   $4,261.10
D. Olive – Between Central & Head
   $2,190.20
E. Wilson – Between Central and Railroad Tracks
   $7,280.00

The above work shall consist of Blacktop Service Company furnishing all labor, equipment, and material for oil & rock single seal coat.

Alleys

F. Alley between Harrison & Park
   $9,597.78
G. Alley between Walnut & High
   $2,002.20
H. Alley between West & Grimmell
   $2,832.90
I. Alley between Walnut & Elm
   $4,660.30

The above work shall consist of Blacktop Service Company furnishing all labor, equipment, and material for an oil & rock double seal coat.

Note: All base prep to be done by others.

[Signature]
Proposed by

4-21-15
Date

[Signature]
Accepted by

Date
**Total:** $57,692.18

**Mobile Seacoast Lump Sum** = $33,500.00

**All Taxes From Walnut to Elm 1733 S. Y. @ $32.50/1.5**

**All Taxes From W. Park to Harrison 1967 S. Y. @ $310.45/1.5**

**Double Seacoast**

- **All From Walnut to Grammel 600 S. Y. @ $266.50/1.5**
- **All From Walnut To High 420 S. Y. @ $266.50/1.5**
- **All From Walnut To 330 600 S. Y. @ $1,965.00**

**Single Seacoast**

- **From Central To Perry 247 S. Y. @ $226.50/1.5**
- **From Central To Head 83 S. Y. @ $276.50/1.5**
- **From Head S. Y. @ $345.75/1.5**

**We are pleased to quote the following:**

**Manatt's Inc.** agrees to furnish the following at the price and terms as indicated, subject only to the conditions as stated below.

<table>
<thead>
<tr>
<th>Material</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A 52211</td>
<td>1A 52211</td>
</tr>
<tr>
<td>2A 82211</td>
<td>2A 82211</td>
</tr>
<tr>
<td>3A 52211</td>
<td>3A 52211</td>
</tr>
</tbody>
</table>

**Manatt's Inc.**

<table>
<thead>
<tr>
<th>Phone: 515-386-3111</th>
<th>Fax: 515-386-3111</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jefferson, IA 50123</td>
<td>Customers Office</td>
</tr>
<tr>
<td>220 N. Chestnut St.</td>
<td>720-7000 000</td>
</tr>
<tr>
<td>City Of Jefferson</td>
<td>Newton</td>
</tr>
<tr>
<td>14 April 2016</td>
<td>Phone Brooklyn</td>
</tr>
<tr>
<td>Date:</td>
<td>(641) 233-9206</td>
</tr>
<tr>
<td>Customer</td>
<td>(641) 233-9205</td>
</tr>
</tbody>
</table>

**Member of AGC of America**
Proposal for Audit Services

CITY OF JEFFERSON

Years Ending June 30, 2015, 2016, and 2017

<table>
<thead>
<tr>
<th>Proposed audit fee:</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Estimated total hours</td>
<td>165</td>
<td>165</td>
<td>165</td>
</tr>
<tr>
<td>2. Proposed audit fee</td>
<td>$10,050</td>
<td>$10,300</td>
<td>$10,550</td>
</tr>
<tr>
<td>3. Audit testing in accordance with the Single Audit Act, if required</td>
<td>1,600</td>
<td>1,700</td>
<td>1,800</td>
</tr>
<tr>
<td>4. Estimated out-of-pocket expenses</td>
<td>875</td>
<td>875</td>
<td>875</td>
</tr>
<tr>
<td>5. Total maximum proposed cost</td>
<td>$12,525</td>
<td>$12,875</td>
<td>$13,225</td>
</tr>
</tbody>
</table>

Should unusual circumstances be discovered during our audit which would require additional work or investigation, this would be brought to your attention. We would then discuss the matter and make separate arrangements if you wish to have us perform additional work.

6. Progress billings are submitted monthly on approximately the 10th of the month following the month of service and are payable upon presentation.

7. Additional consulting services are billed at our standard billing rates. Our current hourly billing rates are as follows:

  Partners: $135 - $185
  Manager/Supervisor: 80 - 95
  Senior: 60 - 80
  Other staff: 35 - 60