AGENDA
COUNCIL MEETING
Tuesday, August 8, 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. 7/25/17 regular Council meeting minutes.
   B. Casey’s General Store #70, Class C Beer Permit
   C. Payment of monthly bills.

IV. NEW BUSINESS:

   A. Consider approval of resolution expressing support for Region XII Council of Government’s proposed single family new home construction project.
   B. Consider approval of preconstruction agreement with Iowa Department of Transportation for resurfacing of State Highway 4 in Jefferson.
   C. First reading of ordinance to increase water rates by 3%.
   D. First reading of ordinance to increase sewer rates by 3%.
   E. Consider approval of resolution to apply for a REAP grant Daubendiek Park trail.
   F. Consider approval of pay estimate number 2 to Pinnacle Construction in amount of $81,092.00 for CDBG Façade project.
   G. Main Street brand/wayfinding presentation.

V. REPORTS:

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

VI. ADJOURN.
AGENDA SUMMARY

DATE 8/8/17

NEW BUSINESS

A. Consider approval of resolution expressing support for Region XII Council of Government’s proposed single family new home construction project. Attached

B. Consider approval of preconstruction agreement with Iowa Department of Transportation for resurfacing of State Highway 4 in Jefferson. The street committee reviewed a list of additional costs on the resurfacing project that would be paid for by the City (attached). The majority of the costs involve adding and replacing curb and gutter and adjusting manholes.

C. First reading of ordinance to increase water rates by 3%.

D. First reading of ordinance to increase sewer rates by 3%.

E. Consider approval of resolution to apply for a REAP grant Daubendiek Park trail. Resolution attached. The REAP application is available at City Hall and will be available at the Council meeting.

F. Consider approval of pay estimate number 2 to Pinnacle Construction in amount of $81,092.00 for CDBG Façade project. Pay estimate attached.

G. Main Street brand/wayfinding presentation. Attached is the information Main Street is planning to present. It is also available at:
COUNCIL MEETING
July 25, 2017
5:30 P.M.

PRESENT: Teeples, Sloan, Wetrich, Von Ahsen
ABSENT: Ahenholtz

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Teeples, second by Von Ahsen, the Council approved the following consent agenda: July 11, 2017 Council Minutes, Employ Jason Cerveny as part-time employee ($7.25 hr) at Jefferson Community Golf Course, Sparetime Lanes and Lounge, Class C Liquor License, Casa De Oro, Class C Liquor License.

AYE: Sloan, Wetrich, Teeples, Von Ahsen
NAY: None

Ken Paxton updated the Council on GCDC activities.
On motion by Sloan, second by Wetrich, the Council approved Quarterly Funding for GCDC in the amount of $12,500.00.

AYE: Von Ahsen, Teeples, Sloan, Wetrich
NAY: None

On motion by Teeples, second by Von Ahsen, the Council approved the proposal for Murphy Excavation for demolition of houses located at 407 W Lincoln Way ($3,890.00), 204 E McKinley ($3,290.00), 305 E Vest ($3,475.00), and 703 N Chestnut ($3,950.00) with a total of $14,605.00.

AYE: Teeples, Sloan, Wetrich, Von Ahsen
NAY: None

On motion by Sloan, second by Teeples, the Council approved a Hotel/Motel Grant request from the Lincoln Highway Association in the amount of $3,000.00 to place a four panel marker on the east Lincoln Highway entry with placement to be approved by the city.

AYE: Von Ahsen, Wetrich, Sloan, Teeples
NAY: None

An update was given on the Animal Shelter.

There being no further business the Council agreed to adjourn.

Craig J. Berry, Mayor

Diane M. Kennedy, City Clerk
RESOLUTION # ___________

A RESOLUTION EXPRESSING SUPPORT FOR REGION XII COG’S PROPOSED SINGLE FAMILY NEW HOME CONSTRUCTION PROJECT

WHEREAS, Region XII Council of Governments (COG), Inc., the regional government organization serving Greene County has proposed to construct four new homes in Jefferson;

WHEREAS, these homes will be constructed to be affordable to for families who are at or below 80% of median income;

WHEREAS, three of the homes proposed will be on lots owned by the City of Jefferson and pledged as local match for the project; and

WHEREAS, although Region XII COG has applied for grant funding through the Federal Home Loan Bank and will itself be providing project financing through revolving loan funds it controls, the project requires additional capital to be feasible, capital that may be available through tax credits awarded by the Iowa Economic Development Authority.

BE IT HEREBY RESOLVED by the City of Jefferson City Council on this _____ day of ______________, 2017 that it:

1. Supports Region XII COG’s efforts to construct four (4) new homes in Jefferson.

2. Supports Region XII COG’s application for Workforce Housing Tax Credits for this project through the Iowa Economic Development Authority.

________________________________________  ______________________________
Craig Berry, Mayor                       Attest
## Project Costs

**Estimator:** asmyh  
**Design Section:**  
**District:**  
**Office:** Districts  
**Event:** D02  
**Design Number(s):**  
**Alternative:** 01 City Costs  
**Sub Alternative:** a Jefferson  
**Project Number:** MP-204-1(708)23–76-37  
**County:** GREENE  
**Last Submittal Date:** 5/19/2017  
**Letting Date:** 2019  
**Project Total:** $71,823.31  
**Project Total With Last Years Item Costs:** $22,062.30

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**Standard Bid Item Total:** $71,823.31  

**Non LS Special Bid Item Total:** $0.00  

**Special Bid Item Total:** $0.00  

**Unquantified Bid Item Total:** $0.00
RESOLUTION NO. ________________

RESOLUTION IN SUPPORT OF THE CITY OF JEFFERSON SUBMITTING AN APPLICATION FOR AN IOWA DEPARTMENT OF NATURAL RESOURCES REAP GRANT FOR THE DAUBENDIEK TRAIL PROJECT

WHEREAS, the Jefferson City Council understands the value of having trails and recreational areas for the purpose of active and passive recreation and improving the existing Daubendiek Recreational Trail to enhance those facilities.

WHEREAS, the Jefferson City Council understands the importance of providing access to the North Raccoon River for all members of, and outside of, the community to enjoy the many natural resources of the North Raccoon River including: fishing; walking; hiking; photography; river overlooks; natural habitats for both wildlife and trail users; water resources; wildlife observation; and plant and tree observation for all trail users.

WHEREAS, the City of Jefferson would like to accomplish both by applying for a REAP (Resource Enhancement and Protection) Grant requesting $75,000.00 with a local match of $3,500.00 and other potential funding sources.

WHEREAS, the City of Jefferson proposes widening the existing 8 foot asphalt trail to a 10 foot concrete trail providing a more durable trail and allowing more versatile use for the area. This would provide a smoother route for persons with disabilities and more opportunities for families who currently use the trail for walking, picnicking, outdoor activities, and access to the North Raccoon River overlook areas. Better access could provide the potential for future development with the addition of amenities like disc golf, more community activities, educational opportunities, etc.

NOW, THEREFORE BE IT RESOLVED that the Jefferson City Council does hereby support the City of Jefferson submitting an application for an Iowa Department of Natural Resources REAP Grant.

PASSED AND APPROVED this 8th day of August, 2017.

__________________________________________
Craig Berry, Mayor

ATTEST:

__________________________________________
Diane Kennedy, City Clerk
APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: City of Jefferson Iowa
220 N Chestnut Street
Jefferson, IA 50129

FROM CONTRACTOR: Pinnacle Construction, Inc.
22060 221st Street South
Glenwood, IA 51534

PROJECT: 90138, CDBG Jefferson Main Street Façade
220 N Chestnut Street
Jefferson, IA 50129

VIA ARCHITECT:
The Franks Design Group
410 First Street
Glenwood, IA 51534

APPLICATION #: 2
PERIOD TO: 07/15/17

PROJECT NOS: 90138

A CONTRACT DATE: 05/22/17

Distribution to:

- Owner
- Const. Mgr
- Architect
- Contractor

CONTRACT FOR: CDBG Jefferson Main Street Façade Program

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM $ 741,365.00
2. Net change by Change Orders $ 14,080.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2) $ 755,445.00
4. TOTAL COMPLETED & STORED TO DATE $ 108,460.00
   (Column G on Continuation Sheet)
5. RETAINAGE:
   a. 5.0% of Completed Work $ 5,423.00
      (Columns D+E on Continuation Sheet)
   b. 5.0% of Stored Material $
      (Column F on Continuation Sheet)
   Total Retainage (Line 5a + 5b or
   Total in Column 1 of Continuation Sheet $ 5,423.00
6. TOTAL EARNED LESS RETAINAGE $ 103,037.00
   (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
   (Line 6 from prior Certificate) $ 21,945.00
8. CURRENT PAYMENT DUE $ 81,092.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE
   (Line 3 less Line 6) $ 852,408.00

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<td>Total approved this Month</td>
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<td>NET CHANGES by Change Order</td>
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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:

By: [Signature] Date: 7/24/17

State of: Iowa
County of: Mills
Subscribed and sworn to before me this 24th day of July, 2017

Notary Public:
My Commission expires:
Kimberly J Allen
Notary Public Iowa
Commission No. 771744
My Commission Expires

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

$ 81,092.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: [Signature] Date: 7/20/2017

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.
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**Other Wayfinding Signs**

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*Signs 1, 2, 6 & 10 are Welcome signs at N, E, W city entrances with larger logo.*
Welcome Sign - I4: North, South, East, West entrances

SIGN STANDARDS - Welcome
Arrow Size: 6"
Text Height Size: 4" (Capital letter "M")
Maximum # of Characters Per Line: 17
# of Lines Per Destination: 1 Perferred
Maximum # of Destinations Per Sign: 2

Font:
Clearview Hwy 2-W
ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
0123456789

COLOR PALETTE

Bell Tower Square
Welcome Center and Gardens
SIGN STANDARDS - Wayfinding
Arrow Size: 6”
Text Height Size: 4” (Capital letter "M")
Maximum # of Characters Per Line: 17
# of Lines Per Destination: 1 Preferred
Maximum # of Destinations Per Sign: 4

Font: Clearview Hwy 2-W
ABCDEFHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
0123456789

← Wild Rose Casino
Swimming Pool →
High School →
City Golf Course →
Monument Sign - North and South entrances on July 4
Wayfinding System – Implementation

PLANNING
The most economical approach to implementing the Jefferson Wayfinding Database would be to design, fabricate, and install all similar elements in unified packages, thus minimizing economies of scale. For example, acquiring all the vehicular-based signage in one effort...

VERIFICATION OF OTHER LIMITING FACTORS
The identification of a single, integral, or partial implementation of signs on the Jefferson Wayfinding System is a complex and laborious task. Within the vehicular system, it is desirable to incorporate and install only those signs that are appropriate, but in some cases the signs may be subject to strengthening as indicated by the entity owning the pole.

LOCATION SPECIES FOR SCAFFOLDING
For locations requiring new poles, the final location of the pole needs to be fully determined and coordinated with utilities and other site features. In addition, the exact pole type, size, and finish must be determined.

CONCEPTUAL OPINION OF PROBABLE COSTS
Prepared by: J.S. Planning & Design

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<th>Unit</th>
<th>Item</th>
<th>Cost/Unit</th>
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<td>Warning post, Bracketed</td>
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<td>Warning Post, Bracketed &amp; Installation</td>
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Note: This estimate does not include any installation costs for Wayfinding signage systems.
Jefferson Wayfinding
Jefferson Public Library

Meeting of the Board of Trustees
August 7, 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 – landscape improvements, computer upgrades

VI. Old Business
   A. Basement humidity level

VII. New Business
   A. Building repairs
   B. Rental agreement with Greene Co. Genealogical Society
   C. Summer reading programs
   D. Friends of the Library activities

VIII. Next Meeting – September 11 at 6:30 p.m.

IX. Adjournment