

# AGENDA

## COUNCIL MEETING

Tuesday, May 14, 2019

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. 4/23/19 regular Council minutes.
- B. Payment of monthly bills.
- C. Jefferson Area Chamber of Commerce, d.b.a. as Bell Tower Festival, Class BB License.
- D. Class C Beer Permit Renewal for Oly's Corner.
- E. B.P.O. Elks Lodge #2306, Class C Liquor License.
- F. Hotel/Motel grant not to exceed \$5,000 for youth entertainment at Bell Tower Festival.

### IV. NEW BUSINESS:

- A. Public hearing on a loan agreement in a principal amount not to exceed \$1,275,000 (General obligation essential purposes).
- B. Consider resolution approving a loan agreement in a principal amount not to exceed \$1,275,000 for general obligation essential purposes.
- C. Public hearing on a loan agreement in a principal amount not to exceed \$375,000 (General Obligation general purposes).
- D. Consider resolution approving a loan agreement in a principal amount not to exceed \$375,000 for general obligation general purposes.
- E. Public hearing on a loan agreement in a principal amount not to exceed \$400,000 (general obligation beautification project).
- F. Consider resolution approving a loan agreement in a principal amount not to exceed \$400,000 for general obligation beautification project.
- G. Public hearing on a loan agreement in a principal amount not to exceed \$350,000 (general obligation Greenwood bike trail project).
- H. Consider resolution on a loan agreement in a principal amount not to exceed \$350,000 for general obligation Greenwood bike trail project
- I. Public Hearing on 2019-1 Urban Renewal amendment
- J. Consider resolution to approve 2019-1 Urban Renewal amendment
- K. Public Hearing for USDA grant application for Animal Shelter.
- L. Consider resolution to approve USDA grant application for Animal Shelter.
- M. Consider motion to call a special election and set election date.
- N. Report from Fire Chief on new fire truck.

### V. REPORTS:

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

### VI. ADJOURN.

# AGENDA SUMMARY

DATE 5/14/19

## NEW BUSINESS

### I. NEW BUSINESS:

**Items A-H –Attached is the public hearing resolution which outlines the requirements and uses of the proposed loan agreement to issue debt. The funds are projected to be used over the next several years as per the attached schedule. The City’s Financial advisor, Tim Oswald, will be at the meeting**

- A. **Public hearing on a loan agreement in a principal amount not to exceed \$1,275,000 (General obligation essential purposes).** The hearing is to take public comment on the proposal to borrow funds for the essential corporate purpose of financing improvements to alleys and municipal parks and acquiring equipment for the fire department and for solid waste collection.
- B. Consider resolution approving a loan agreement in a principal amount not to exceed \$1,275,000 for general obligation essential purposes.
- C. **Public hearing on a loan agreement in a principal amount not to exceed \$375,000 (General Obligation general purposes).** The hearing is to take public comment on the proposal to borrow funds for the general corporate purposes of making improvements to City Hall, including the entrance, an elevator and parking lot; making improvements and acquiring equipment for the municipal swimming pool; and acquiring equipment for the municipal golf course.
- D. Consider resolution approving a loan agreement in a principal amount not to exceed \$375,000 for general obligation general purposes.
- E. **Public hearing on a loan agreement in a principal amount not to exceed \$400,000 (general obligation beautification project).** The hearing is to take public comment on the proposal to borrow funds for the general corporate purpose of making improvements known as the East Entry Way Project.
- F. Consider resolution approving a loan agreement in a principal amount not to exceed \$400,000 for general obligation beautification project.
- G. **Public hearing on a loan agreement in a principal amount not to exceed \$350,000 (general obligation Greenwood bike trail project).** The hearing is to take public comment on the proposal to borrow funds for the purpose of making improvements to the Greenwood Bike Trail
- H. Consider resolution on a loan agreement in a principal amount not to exceed \$350,000 for general obligation Greenwood bike trail project.
- I. **Public Hearing on 2019-1 Urban Renewal amendment.** This hearing is in regards to amending the Urban renewal Area to allow \$243,000 from tax increment revenues to be used for construction of ten-foot wide “shared use path” on the north side of Central Avenue from Iowa Highway 4 west to Maple Street.
- J. **Consider resolution to approve 2019-1 Urban Renewal amendment.** Attached
- K. **Public Hearing for USDA grant application for Animal Shelter.** The public hearing is required by the USDA in order to apply for the grant money. Public hearing notice attached
- L. **Consider resolution to approve USDA grant application for Animal Shelter.** The resolution attached.
- M. **Consider motion to call a special election and set election date.**
- N. **Report from Fire Chief on new fire truck.**

COUNCIL MEETING

APRIL 23, 2019

5:30 P.M.

PRESENT: Ahrenholtz, Sloan, Wetrich, Gordon

ABSENT: None

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Gordon, second by Sloan, the Council approved the following consent agenda April 9, 2019 Council Minutes, Doc's Stadium Bar and Grill, Class C Liquor License, Neighborhood Incentive reimbursement to Greene Co Christian ARC of \$1,057 for demolition of building at 1006 N Vine St., Neighborhood Incentive reimbursement to Tina McPherson of \$2,000 for demolition at 106 E Adams St., Hotel/Motel grant for \$2,600 to Jefferson Matters:Main St for Reunion Rendezvous at Bell Tower Festival, Hotel/Motel grant for \$11,900 to Bell Tower Community Foundation for Billboard advertising and promotional brochures, Hotel/Motel grant for \$220 to Thomas Jefferson Gardens for tour guide training, **RESOLUTION NO. 16-19** approving employee salaries for calendar year 2018, Set public hearing for May 28, 2019 at 5:30 pm for the FY 2018-2019 budget admendment.

AYE: Ahrenholtz, Sloan, Wetrich, Gordon

NAY: None

This was the time and place for the Public Hearing on agreement for transfer of property located at 506 East Clark Street to Region XII Council of Governments. Berry called for any oral or written comments and there were none. On motion by Gordon, second by Wetrich, the Council closed the Public Hearing.

AYE: Wetrich, Gordon, Sloan, Ahrenholtz

NAY: None

**RESOLUTION NO. 17-19**

On motion by Ahrenholtz, second by Sloan, the Council approved Resolution No. 17-19, a resolution authorizing transfer of property at 506 East Clark Street to Region XII Council of Governments.

AYE: Wetrich, Gordon, Ahrenholtz, Sloan

NAY: None

This was the time and place for the Public Hearing on agreement for transfer of property located at 507 North Cedar Street to Region XII Council of Governments. Berry called for any oral or written comments and there were none. On motion by Gordon, second by Wetrich, the Council closed the Public Hearing.

AYE: Wetrich, Sloan, Gordon, Ahrenholtz

NAY: None

**RESOLUTION NO. 18-19**

On motion by Gordon, second by Wetrich, the Council approved Resolution No. 18-19, a resolution authorizing transfer of property at 507 North Cedar Street to Region XII Council of Governments.

AYE: Ahrenholtz, Sloan, Gordon, Wetrich

NAY: None

On motion by Sloan, second by Gordon, the Council approved the appointment of Sydney Schiltz and John Kersey to the Jefferson Fire Department as recommended by Chief Jack Williams.

AYE: Sloan, Gordon, Wetrich, Ahrenholtz  
NAY: None

On motion by Ahrenholtz, second by Gordon, the Council approved to close Chestnut St from Lincoln Way to State Street on Saturday May 4, 2019 from 1:00 pm to 4:00 pm with contingent on proper licensing from the State Alcohol & Beverage Division and approval from Greene County Supervisors.

AYE: Sloan, Wetrich, Ahrenholtz, Gordon  
NAY: None

On motion by Ahrenholtz, second by Wetrich, the Council approved \$17,500 for professional financial services with Piper Jaffray for the issuance of \$2.4M General Obligation Bonds.

AYE: Gordon, Sloan, Wetrich, Ahrenholtz  
NAY: None

On motion by Wetrich, second by Gordon the Council approved to waiving the \$58,472.50 Building Permit Fee for the construction of a new high school and Career Academy.

AYE: Ahrenholtz, Wetrich, Gordon  
NAY: Sloan

**RESOLUTION NO: 19-19**

On motion by Ahrenholtz, second by Sloan, the Council approved Resolution No. 19-19, a resolution making appointment of Darren Jackson to fill city council vacancy until January 1, 2020.

AYE: Wetrich, Ahrenholtz, Sloan  
NAY: Gordon

There being no further business the Council agreed to adjourn.

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Craig J. Berry, Mayor

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Diane M. Kennedy, City Clerk

# **Hotel/Motel Tax Grant Application**

Applications can be mailed to Jefferson City Hall at 220 N. Chestnut St., Jefferson Iowa 50129 or dropped off at Jefferson City Hall

Date: 4.13.19

## **Applicant Information:**

Name of Organization and financial information: Bell Tower Festival, 501c6 organizational status.  
(Please list officers of the organization and provide balance sheet and income statement).

Mailing Address: 201 E. Lincolnway, Jefferson, Iowa, 50129

Contact Name & Title: Philip Heisterkamp, representative of 2019 Bell Tower Festival  
& Pete Russell, 2019 festival director.

Telephone: 515-370-5022 Email Address: greaterlifedr@gmail.com or peterussell909@gmail.com

**Please feel free to attach additional information to the following questions.**

## **Description of project.**

The 2019 Bell Tower Festival committee is dedicated to energizing the annual festival in a new and exciting way, that continues to let people celebrate the culture and community we have in Jefferson. The theme of the 2019 festival is "Retro with a Twist." One "twist" the festival has instigated that is different compared to years before, is creating a block party type event on the Friday night of the festival which has been branded "Downtown at Sundown." The events of the night will be focused on Lincolnway and the plaza stage, on the south side of the courthouse lawn. Included is live music, food vendors, a cornhole/bags tournament, and other interactive games for kids and adults alike, with the beverage garden open to the public. Bounce Around Inflatables is supplying us with interactive games for Friday night and Saturday. Friday night will include two "enter-in" inflatables, one for kids aged 3-7, another for kids and adults together. On Saturday, one entire block will be filled with "Midway Games," also from Bounce Around Inflatables. These incorporate more interactive activities for all ages. No cost will be collected to participate. A third product Bounce Around Inflatables is supplying for us is a glow in the dark blacklight dodgeball kit. This is specifically for a middle school aged event, which will be held at the middle school, and will be open to the public to watch. The dodgeball tournament for middle schoolers will also be followed by a dance at the rec center.

The goal of Friday night's "Downtown at Sundown" is to provide families, community members, and returning classes a chance to gather around the square for a warm and welcoming night filled with fun for the whole family, all while showcasing Jefferson's downtown square and surrounding businesses. Saturday's goal is to bring the classic feel of the traditional Bell Tower festival, while supplying it with modernized energy and entertainment.

**How does the proposal promote the City of Jefferson?**

The Bell Tower Festival will promote the city of Jefferson because it is a part of the brand of Jefferson. Having a successful and robust festival helps the community and its members to hold Jefferson and the county in high-esteem. The festival has the ability to draw hundreds of former alum and their family's home to Jefferson. The festival is a showcase to them, and others combined, that Jefferson is a city continually modernizing and experiencing growth, with new developments happening every year in the economic, education, and business realms. The festival, and its elements of the parade, class reunions, downtown entertainment provide the attendees a chance to physically see the developments that have been made to the city, new business opened, and plans for the future.

This proposal to cover the expense for the package of games coming from Bounce Around Inflatables specifically boosts the standard of entertainment planned for the event. It widens the population the festival can appeal to, and helps the committee reach our bottom line to cover expenses and even create a revenue, which in turn will seed money for next year's festival.

**Date of event or project start and end date.**

Friday June 7<sup>th</sup> and Saturday June 8<sup>th</sup>

**What is the amount requested and how is the money going to be used?**

\*\*See Attached Invoice and pictures of what will be used.

**Does the applicant have other funding sources and if so how much are they funding?**

The festival is reliant on donations from individuals and businesses. An estimated \$30,000 is needed to put on the festival, including entertainment fees, insurance costs, port-a-john rentals, supplies and operating costs. A \$5,000 grant would significantly help in the fundraising efforts for the entertainment committee, and greatly assist in the festivals ability to cover all expenses.

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

Resolution setting date for hearings on General Obligation Loan Agreements in an amount not to exceed \$2,400,000

WHEREAS, pursuant to the provisions of Sections 384.24A and 384.25 of the Code of Iowa, cities are authorized to enter into loan agreements and borrow money to finance certain projects defined as “essential corporate purposes,” by publishing a notice of hearing and holding a public hearing; and

WHEREAS, pursuant to the provisions of Sections 384.24A and 384.26 of the Code of Iowa, cities with a population under 5,000 are authorized to enter into loan agreements and borrow money in an amount not to exceed \$400,000, to finance certain projects defined as “general corporate purposes,” by publishing a notice of hearing that includes the right of voters to petition for an election, and holding a public hearing; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City of Jefferson, in Greene County, State of Iowa (the “City”), proposes to enter into a loan agreement (the “Essential Corporate Purposes Loan Agreement”) in a principal amount not to exceed \$1,275,000 for the essential corporate purpose of financing improvements to alleys and municipal parks and acquiring equipment for the fire department and for solid waste collection, and it is necessary to fix a date of meeting of the City Council at which it is proposed to hold a hearing and take action to enter into the Essential Corporate Purposes Loan Agreement and to give notice thereof as required by such law; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City also proposes to enter into a loan agreement (the “General Corporate Purposes Loan Agreement”) in a principal amount not to exceed \$375,000 for the general corporate purposes of making improvements to City Hall, including the entrance, an elevator and parking lot; making improvements and acquiring equipment for the municipal swimming pool; and acquiring equipment for the municipal golf course; and, in lieu of calling an election thereon, the City desires to institute proceedings to enter into the General Corporate Purposes Loan Agreement by causing a notice of such proposal to be published, including notice of the right to petition for an election, under the provisions of Section 384.26 of the Code of Iowa; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City also proposes to enter into a loan agreement (the “Beautification Project Loan Agreement”) in a principal amount not to exceed \$400,000 for the general corporate purpose of making improvements known as the East Entry Way Project, including certain beautification improvements, and, in lieu of calling an election thereon, the City desires to institute proceedings to enter into the Beautification Project Loan Agreement by causing a notice of such proposal to be published, including notice of the right to petition for an election, under the provisions of Section 384.26 of the Code of Iowa; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City also proposes to enter into a loan agreement (the “Greenwood Bike Trail Project Loan Agreement”) in a principal amount not to exceed \$350,000 for the general corporate purpose of

making improvements to the Greenwood Bike Trail, and, in lieu of calling an election thereon, the City desires to institute proceedings to enter into the Greenwood Bike Trail Project Loan Agreement by causing a notice of such proposal to be published, including notice of the right to petition for an election, under the provisions of Section 384.26 of the Code of Iowa;

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

Section 1. The City Council shall meet on the 14<sup>th</sup> day of May, 2019, at the City Hall, Jefferson, Iowa, at 5:30 o'clock p.m., at which time and place hearings will be held and proceedings will be instituted and action taken to enter into the Essential Corporate Purposes Loan Agreement, the General Corporate Purposes Loan Agreement, the Beautification Project Loan Agreement and the Greenwood Bike Trail Project Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Essential Corporate Purposes Loan Agreement, setting forth the amount and purpose thereof and the time when and place where the said meeting will be held, by publication at least once and not less than 4 nor more than 20 days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:



11-28-18, 12-12-18, 3-2-19, 3-7-19, 5-9-19

Item	Funding	2019-2020	2020-2021	2021-2022
	Cost Estimate Date			
East Entry Way	5/1/2017		<b>\$400,000.00</b>	
Greenwood Bike Trail	10/1/2017	<b>\$350,000.00</b>		
School sidewalks		\$243,000.00		
Daubendiek Trail Resurfacing			<b>\$325,000.00</b>	
Fire Truck		\$125,000.00		
Bike trail to school and casino				
Harrison Wilson Parking Lot				
City Hall Parking Lot		\$40,000.00		
North Square Alley resurfacing		\$25,000.00		
Golf Course Parking Lot				
City Hall Elevator	7/1/2018	<b>\$100,000.00</b>		
Golf Course Equipment		\$35,000.00	\$40,000.00	
Swimming Pool cover		\$25,000.00		
Swimming Pool Liner		\$85,000.00		
City Hall entrance			\$50,000.00	
Trash truck-mechanical arm		\$245,000		
25 yard Rear Loading Garbage truck with 2 flippers		\$185,000		
2000 95 Gallon Garbage Containers @ \$50 ea.		\$100,000		
Set up and Deliver of Garbage Containers		\$26,000		
Drainage Improvements				
Lincoln Way IA4 to Grimmell				
Westwood sidewalk loop	7/1/2018			
		\$1,584,000.00	\$815,000.00	\$0.00
Running total		\$1,584,000.00	\$2,399,000.00	\$2,399,000.00

**CITY OF JEFFERSON, IOWA  
JEFFERSON URBAN RENEWAL AREA**

**2019-1 AMENDMENT  
URBAN RENEWAL PLAN**

**May, 2019**

The Urban Renewal Plan for the Jefferson Urban Renewal Area (the "Urban Renewal Area") is hereby amended in accordance with Section 403.5 of the Code of Iowa to give information about a new urban renewal project that is proposed to be undertaken in the Urban Renewal Area:

Construction of ten-foot wide "shared use path" along Central Avenue from Iowa Highway 4 west to Maple Street.

The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Outstanding general obligation debt of the City	\$4,610,000
Constitutional debt limit of the City:	<u>\$12,483,652</u>
Proposed debt payable from tax increment revenues for project	\$243,000

## PUBLIC HEARING NOTICE

The City of Jefferson will file an application with the USDA Rural Development for financial assistance to develop an Animal Shelter and Dog Park. A public hearing for comments will be held at 5:30pm on May 14, 2019 at City Hall to discuss the proposed project and to provide the opportunity for public comment.

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Diane M Kennedy, City Clerk

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

A resolution of the City Council of City of Jefferson agreeing to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance a new Animal Shelter and Dog Park. Be it further resolved that the City Council of City of Jefferson authorizes the Mayor and/or City Clerk to sign all documents relating to the USDA Rural Development loan and/or grant.

PASSED and APPROVED this 14<sup>th</sup> day of May 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

# Jefferson Public Library

Meeting of the Board of Trustees  
May 13, 2019 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. Investment of estate funds
  - B. Personnel
  - C. FY19 budget amendment
  - D. Trustee vacancy
  - E. Director's performance review
- VII. New Business
  - A. Summer programs
- VIII. Next Meeting – June 10 at 6:30 p.m.
- IX. Adjournment