

AGENDA

COUNCIL MEETING

Tuesday, May 28, 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. 5/14/19 regular Council minutes.
- B. Wild Rose Jefferson, LLC, Class C Liquor License (commercial).
- C. Greene County Fair Association, Class C Liquor License.
- D. Cigarette Permits. July 1, 2019 through June 30, 2020.
- E. Hotel/Motel grant for \$375 for October event banner.

IV. NEW BUSINESS:

- A. Public hearing FY 2018-2019 budget amendments.
- B. Approval of resolution for the 2018-2019 budget amendments.
- C. Public hearing for general obligation loan agreement in amount not to exceed \$243,000 for construction of ten-foot wide "shared use path" along Central Avenue from Iowa Highway 4 west to Walnut Street.
- D. Consider approval of resolution for general obligation loan agreement in amount not to exceed \$243,000.
- E. Public hearing for relocation of 243rd Street for airport runway extension project.
- F. Consider approval of resolution to award contract for Relocate Greene County Road 243rd Street project.
- G. Consider approval of first reading of an ordinance to increase the compensation of Council members.
- H. Consider approval of first reading of an ordinance to increase the compensation of the Mayor.
- I. Consider approval to purchase mower for Public Works Department
- J. Consider approval of City Administrators contract
- K. Consider approval of adjustment to sewer bill.
- L. GCDC Quarterly update and request for funds.
- M. Housing presentation by Andy Rowland.
- N. Main Street quarterly meeting with City Council.

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 5/28/19

NEW BUSINESS

I. NEW BUSINESS:

VII. NEW BUSINESS:

- A. **Public hearing FY 2018-2019 budget amendments.** Amendments attached
- B. **Approval of resolution for the 2018-2019 budget amendments.**
- C. **Public hearing for general obligation loan agreement in amount not to exceed \$243,000 for construction of ten-foot wide “shared use path” along Central Avenue from Iowa Highway 4 west to Walnut Street.**
- D. **Consider approval of resolution for general obligation loan agreement in amount not to exceed \$243,000.** This would enable the City to borrow money for the shared use path and have the cost reimbursed through TIF.
- E. **Public hearing for relocation of 243rd Street for airport runway extension project.**
- F. **Consider approval of resolution to award contract for Relocate Greene County Road 243rd Street project.** Location map attached.
- G. **Consider approval of first reading of an ordinance to increase the compensation of Council members.** The current ordinance provides for \$30 per meeting not to exceed \$1,000 per year and has been in place since 2002. The amendment would provide for \$60 per meeting not to exceed \$2,000 per year.
- H. **Consider approval of first reading of an ordinance to increase the compensation of the Mayor.** The current ordinance provides for \$200 per month.
- I. **Consider approval to purchase mower for Public Works Department.** Streets Committee is recommending to purchase a new mower from capital improvement money in the 2018-2019 budget. The cost of the new mower would be \$14,000.
- J. **Consider approval of City Administrators contract.**
- K. **Consider approval of adjustment to sewer bill.** The Water/Sewer Committee reviewed the request and is recommending to remove \$1,000 of the sewer bill charges associated with the property located at 303 East Lincoln Way.
- L. **GCDC Quarterly update and request for funds.** Update attached.
- M. **Housing presentation by Andy Rowland.** The presentation will be a housing project Mr. Rowland has presented to GCDC and the County Board of Supervisors.
- N. **Main Street quarterly meeting with City Council.** Report attached.

COUNCIL MEETING

MAY 14, 2019

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Gordon

ABSENT: None

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Sloan, second by Sloan, the Council approved the following consent agenda
April 23, 2019 Council Minutes, Payment of monthly bills from City funds, Jefferson Area Chamber of Commerce, d.b.a. as Bell Tower Festival, Class BB License, Class C Beer Permit Renewal for Oly's Corner. B.P.O. Elks Lodge #2306, Class C Liquor License. Hotel/Motel grant not to exceed \$5,000 for youth entertainment at Bell Tower Festival.

AYE: Ahrenholtz, Sloan, Wetrich, Gordon, Jackson

NAY: None

This was the time and place for the Public Hearing on loan agreement in a principal amount not to exceed \$1,275,000 for general obligation essential purpose. Berry called for any oral or written comments and there were none. On motion by Wetrich, second by Jackson, the Council closed the Public Hearing.

AYE: Wetrich, Gordon, Sloan, Jackson, Ahrenholtz

NAY: None

This was the time and place for the Public Hearing on loan agreement in a principal amount not to exceed \$375,000 for general obligation general purpose. Berry called for any oral or written comments and there were none. On motion by Jackson, second by Wetrich, the Council closed the Public Hearing.

AYE: Sloan, Gordon, Jackson, Ahrenholtz, Wetrich

NAY: None

This was the time and place for the Public Hearing on loan agreement in a principal amount not to exceed \$400,000 for general obligation beautification project. Berry called for any oral or written comments and there were none. On motion by Wetrich, second by Sloan, the Council closed the Public Hearing.

AYE: Ahrenholtz, Wetrich, Sloan, Jackson

NAY: Gordon

This was the time and place for the Public Hearing on loan agreement in a principal amount not to exceed \$350,000 for general obligation Greenwood bike trail project. Berry called for any oral or written comments and there were none. On motion by Ahrenholtz, second by Sloan, the Council closed the Public Hearing.

AYE: Jackson, Wetrich, Sloan, Gordon, Ahrenholtz

NAY: None

RESOLUTION NO. 20-19

On motion by Ahrenholtz, second by Wetrich, the Council approved Resolution No. 20-19, a resolution expressing intent and determining to enter into a General Obligation Loan Agreement in an amount not to exceed \$2,400,000.

AYE: Ahrenholtz, Wetrich, Gordon, Sloan, Jackson

NAY: None

This was the time and place for the Public Hearing on 2019-1 Urban Renewal amendment. Berry called for any oral or written comments and there were none. On motion by Sloan, second by Ahrenholtz, the Council closed the Public Hearing.

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

RESOLUTION NO. 21-19

On motion by Ahrenholtz, second by Jackson, the Council approved Resolution No. 21-19, a resolution setting a public hearing on May 28, 2019 at 5:30p.m. for a loan agreement in a principal amount not to exceed \$243,000 for the purpose of financing sidewalk/shared use path improvements.

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

RESOLUTION NO. 22-19

On motion by Jackson, second by Wetrich, the Council approved Resolution No. 22-19, a resolution to approve 2019-1 Urban Renewal Plan Amendment for the Jefferson Urban Renewal area.

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

This was the time and place for the Public Hearing for USDA Rural Development grant application to develop an Animal Shelter and Dog Park. Berry called for any oral or written comments and there were none. On motion by Gordon, second by Sloan, the Council closed the Public Hearing.

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

RESOLUTION NO: 23-19

On motion by Gordon, second by Wetrich, the Council approved Resolution No. 23-19, a resolution approving USDA Rural Development grant application to finance a new Animal Shelter and Dog Park.

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

On motion by Gordon, second by Sloan, the Council approved to call a Special Election for June 25, 2019 with poll hours from 7a.m. to 8p.m. Nomination papers will be due at the Greene County Auditor's office by May 31, 2019 5p.m.

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

Fire Chief Jack Williams gave an update on the new fire truck. It has been used for about 30 fires, has saved on average of 100,000 gal water per fire, more fuel efficient, and reduces time at fires.

The following bills were approved by payment from the City funds:

ABC PEST CONTROL	LB PEST CONTROL	660.00
ACCESS SYSTEMS	LEC IT EQUIP	11,723.43
ACCESS SYSTEMS INC	RN CPIER LSE	564.23
ACCESS SYSTEMS LEASING	LB CPIER LSE	544.58
ACCO UNLIMITED CORP	WA SUPP	2,267.18
ADVANTAGE ARCHIVES, LLC	LB DIGITIZING	415.00
AED BRANDS LLC	RN LIFEPAK	1,814.00

Cigarette/Tobacco/Nicotine/Vapor Permit July 1, 2019- June 30, 2020

Casey's General Store #1617 (Elm)

Dollar General Store #8463

Fareway Stores, Inc. #888

Hy-Vee, Inc.

Hy-Vee, Inc. DBA Hy-Vee Fast and Fresh Express

Oly's Corner Inc.

Sparky's One Stop #22

White Oak Station #84

Wild Rose Jefferson LLC

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: May 20, 2019

Applicant Information:

Name of Organization and financial information. (Please list officers of the organization and provide balance sheet and income statement).

Jefferson Matters, Main Street, Tower View Team
Jaimie Deubendiek, Pres.; Amy Milligan V.P., Megan Wilson
Treasurer

Mailing Address: 110 W. Lincoln Way

Contact Name & Title: Deb McGinn, Tower View Team Chairperson

Telephone: 515-370-1569 Email Address: mandde@netins.net

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

Description of project. - see attached

How does the proposal promote the City of Jefferson?

Date of event or project start and end date.

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

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

Description of Project:

The Scarecrow Invasion is a new art project Tower View Team will be doing in the month of October. In partnership with Main Street businesses and other interested groups, clubs, or individuals we will decorate the Main St. District with movie-themed scarecrows.

How does the proposal promote the City of Jefferson?

We know that people will enjoy coming to Jefferson to see this colorful display of fun artwork. The city of Jefferson and Tower View Team are known as welcoming creative people to our downtown by our use of public art. We want that to continue through events like this. We will promote Jefferson's downtown not only to people that live here to enjoy but also to visitors coming to downtown throughout the month of October through our marketing efforts of the Scarecrow Invasion. Any event or project like this adds people to our downtown which is a goal of both the city and of Jefferson Matters: Main Street.

Date of event or project start and end date:

To help celebrate fall in our downtown business district we chose the date of October 1 – October 31 to display all of these colorful scarecrows.

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

We are requesting \$375 to buy a banner to place on the corner of the Rec Center for street/highway advertisement of the event and to use some of these funds to market the event through Facebook post boosts and for posters placed at various locations throughout the city of Jefferson and the county to aid in advertising the event.

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

We have a very limited tourism budget for artwork events through Jefferson Matters: Main Street. However we know this event, especially with Deal's Fall Festival happening in October that we plan to cross promote, many visitors will come to see this fun project during October and also get to experience the Bell Tower and our great downtown while here.

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2018-2019 CITY BUDGET**

The City Council of Jefferson in GREENE County, Iowa
will meet at City Hall
at 5:30 p.m. on 05/28/2020
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2019
(year)
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.

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property	1 2,033,468		2,033,468
Less: Uncollected Property Taxes-Levy Year	2 0		0
Net Current Property Taxes	3 2,033,468	0	2,033,468
Delinquent Property Taxes	4 0		0
TIF Revenues	5 751,681		751,681
Other City Taxes	6 350,587		350,587
Licenses & Permits	7 15,900		15,900
Use of Money and Property	8 99,290		99,290
Intergovernmental	9 1,074,825	242,000	1,316,825
Charges for Services	10 3,376,999		3,376,999
Special Assessments	11 0		0
Miscellaneous	12 41,050		41,050
Other Financing Sources	13 0	2,600,000	2,600,000
Transfers In	14 2,086,775		2,086,775
Total Revenues and Other Sources	15 9,830,575	2,842,000	12,672,575
Expenditures & Other Financing Uses			
Public Safety	16 931,694	10,000	941,694
Public Works	17 859,156	150,000	1,009,156
Health and Social Services	18 4,500		4,500
Culture and Recreation	19 1,325,486	254,500	1,579,986
Community and Economic Development	20 205,000	20,000	225,000
General Government	21 474,847	68,100	542,947
Debt Service	22 1,092,276	1,000	1,093,276
Capital Projects	23 78,447	416,000	494,447
Total Government Activities Expenditures	24 4,971,406	919,600	5,891,006
Business Type / Enterprises	25 2,325,610	284,000	2,609,610
Total Gov Activities & Business Expenditures	26 7,297,016	1,203,600	8,500,616
Transfers Out	27 2,086,775		2,086,775
Total Expenditures/Transfers Out	28 9,383,791	1,203,600	10,587,391
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29 446,784	1,638,400	2,085,184
Beginning Fund Balance July 1	30 8,821,483	9,273,610	18,095,093
Ending Fund Balance June 30	31 9,268,267	10,912,010	20,180,277

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Rev-Rd Use Tax Receiver; Housing Rehab Program; Bond Proceeds. Exp-Bldg Improv; Equip Purchases; Equip Mt; Tort Liability; Bond Rating; Downtown Buildings purchase & repair; AP Runway Proj; PL Cover & Liner & refinish floors; Golf Course Advertising; Comprehensive Plan; WA & SW System Maint; Recycling Marketing Fees.

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



Real People. Real Solutions.

300 W McKinley Street
PO Box 68
Jefferson, IA 50129

Ph: (515) 386-4101
Bolton-Menk.com

May 27, 2019

City of Jefferson, Iowa
220 N. Chestnut Street
Jefferson, IA 50129

RE: Relocate Greene County Road, 243rd Street
Recommendation of Award
Project No.: 3-19-0049-012-2019

Dear City of Jefferson Council Members:

At 3:00 p.m. CDST on Wednesday, May 22, 2019, bids were received for the “Relocate Greene County Road, 243rd Street” project at the Jefferson Municipal Airport. Six bids were received, all bidders were responsive, and the bids were as follows:

Bidder	City	Total – All Work	DBE Goal / Commitment
Leroy & Sons, Inc.	Arcadia, IA	\$ 563,897.45	4.53%
Murphy Construction	Jefferson, IA	\$ 598,426.27	4.4%
Heck’s Dozer, Inc.	Ogden, IA	\$ 648,367.01	0.6%
Elder Corporation	Des Moines, IA	\$ 670,000.00	4.4%
JB Holland	Decorah, IA	\$685,901.55	5.08%
Rognes Bros Excavating	Lake Milles, IA	\$ 696,514.50	4.4%
<i>Engineer’s Opinion of Probable Cost</i>	<i>N/A</i>	<i>\$ 641,126.00</i>	<i>4.4%</i>

Two of the bids received were below the Engineer’s Opinion of Probable Cost (EOPC), with the low bid from Leroy & Sons, Inc. approximately 12% below the EOPC. Based on this review, Leroy & Sons, Inc. of Arcadia, Iowa has been determined to be the lowest responsive, responsible bidder.

Therefore, Bolton & Menk, Inc. recommends award of the “Relocate Greene County Road, 243rd Street” project to Leroy & Sons, Inc., of Arcadia, Iowa in the amount of \$563,897.45 (Five Hundred Sixty-Three Thousand, Eight Hundred Ninety-Seven and 45/100 Dollars). This award will be based on FAA concurrence of award and receipt of a FAA grant.

The bid tabulation is attached for your use. Feel free to contact me with any questions related to this project.

Sincerely,

Bolton & Menk, Inc.

Devin J. Mashek, P.E.

Project Engineer

Attch: Tabulation of Bids (1 page)

CC: Anthony Pollard, P.E., FAA

DATE: 11/17/2010
TIME: 10:55 AM

RUNWAY END COORDINATES - NAD 83

	RUNWAY 14		RUNWAY 32		RUNWAY 18		RUNWAY 36	
	EXISTING	RELOCATED	EXISTING	ULTIMATE	EXISTING	ULTIMATE	EXISTING	ULTIMATE
LATITUDE	42°00'49.6435" N	42°00'48.856" N	42°00'24.445" N	42°00'17.360" N	42°00'48.251" N	42°00'50.30" N	42°00'31.8598" N	42°00'21.21044" N
LONGITUDE	94°20'48.9798" W	94°20'48.180" W	94°20'23.380" W	94°20'16.183" W	94°20'23.100" W	94°20'22.30" W	94°20'27.7387" W	94°20'29.89989" W

BUILDING IDENTIFICATION

I.D.	DESCRIPTION	I.D.	DESCRIPTION
A	IOWA ARMY NATIONAL GUARD	F	TEE HANGARS
B	MAINTENANCE HANGAR	G	TEE HANGARS
C	TERMINAL	H	MANAGER'S RESIDENCE
D	BLOCK HANGARS	1	60x60' CONV HGR
E	CONVENTIONAL HANGAR	2	ULTIMATE 4-UNIT TEE HGR

HOLDING POSITION TABLE

HOLDING POSITION	HOLD TYPE	DISTANCE
HL 1	RUNWAY	200'
HL 2	RUNWAY	200'
HL 3	RUNWAY	200'
HL 4	RUNWAY	200'

LEGEND

DESCRIPTION	EXISTING	ULTIMATE
AIRPORT PROPERTY LINE	---	---
AIRPORT EASEMENT LINE	---	---
BUILDING RESTRICTION LINE	---	---
RUNWAY VISIBILITY ZONE / LINE OF SIGHT	---	---
RUNWAY PROTECTION ZONE	---	---
RUNWAY PROTECTION ZONE EASEMENT	---	---
RUNWAY SAFETY AREA AND OBJECT FREE AREA	---	---
BUILDING - STRUCTURES	---	---
PRECISION APPROACH PATH INDICATOR (PAPI)	---	---
RUNWAY END IDENTIFIER LIGHTS (REL)	---	---
THRESHOLD LIGHTS	---	---
FENCE	---	---
PAVEMENT REMOVAL	---	---
TIEDOWN	---	---

AIRPORT DATA - NAVD 88

ITEM	EXISTING	ULTIMATE
AIRPORT ELEVATION	1043.5'	1043.5'
AIRPORT REFERENCE POINT (ARP)	42°00'38" N 94°20'32" W	42°00'34" N 94°20'30" W
MEAN MAX. TEMP.	87°F	87°F
AIRPORT NAVAIDS	NDB/GPS	NDB/GPS
ROTATING BEACON	YES	YES
SEGMENTED CIRCLE	NO	NO
LIGHTED WIND INDICATOR	YES	YES
AIRPORT REFERENCE CODE	B-II	B-II

ULTIMATE RUNWAY 18

APPROACH SLOPE 20:1
ULTIMATE RW 18 END
LAT. 42°00'50.30" N
LONG. 94°20'22.30" W
ELEV. 1035'

EXISTING RW 18 END
LAT. 42°00'48.251" N
LONG. 94°20'23.100" W
ELEV. 1033'

RELOCATED RW 14 END
LAT. 42°00'48.856" N
LONG. 94°20'48.180" W
ELEV. 1043.4' (H.P.)

EXISTING RW 14 END
LAT. 42°00'49.6435" N
LONG. 94°20'48.9798" W
ELEV. 1043.4' (H.P.)

RELOCATED RW 32 END
LAT. 42°00'17.360" N
LONG. 94°20'16.183" W
ELEV. 1043.4'

EXISTING RW 32 END
LAT. 42°00'31.8598" N
LONG. 94°20'27.7387" W
ELEV. 1043.4'

ULTIMATE RW 36 END
LAT. 42°00'21.21044" N
LONG. 94°20'29.89989" W
ELEV. 1043' (H.P.)

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LAT. 42°00'48.251" N
LONG. 94°20'23.100" W
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COUNTY ROAD E53
(OLD LINCOLN HWY)

CONDITIONAL APPROVAL

The approval indicated by my signature is given subject to the condition that the items identified in our approval letter dated February 4, 2010, may not be undertaken without prior written environmental approval by the Federal Aviation Administration. This approval action does not imply any commitment for Federal funding, or approval of future structures requiring notice under FAR Part 77.

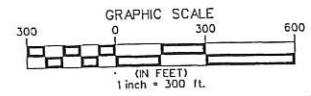
[Signature]
Airport Planning Engineer
FAA Central Region

SURVEY CONTROL AND RUNWAY DOCUMENTATION

TURBINE NUMBER	WGS84 COORDINATES (NAD83)		NAVD 88 DATUM: US SURVEY FEET ELEVATION	DESCRIPTION
	DEGREES MINUTES SECONDS LATITUDE	DEGREES MINUTES SECONDS LONGITUDE		
NL0917	42°00'38.51990" N	94°20'36.57982" W	1039	THE STATION IS A PUNCH MK TOP OF S. STL. ROD, ENCASED IN A 5-INCH PVC PIPE WITH LOGO CAP, SURROUNDED BY CONCRETE, LOCATED 20.6 M(67.6 FT) NE OF THE RWY & 16.1 M(52.8 FT) W OF THE E OF RAMP, 8.3 M (27.2 FT) N OF CURVED EDGE OF THE RAMP, 5.8 M(19.0 FT) E OF A RAMP LIGHT AND 7.5 M (24.6 FT) E OF A FIBERGLASS WITNESS POST.
NL0918	42°00'25.76054" N	94°20'23.85309" W	1041	THE STATION IS A PUNCH MK TOP OF S. STL. ROD, ENCASED IN A 5-INCH PVC PIPE WITH LOGO CAP, SURROUNDED BY CONCRETE, LOCATED 16.0 M(52.5 FT) NE OF THE RWY & 10.0 M(32.8 FT) W-HW OF N COR OF TURN-AROUND AND 4.75 M(15.6 FT) N OF JCT OF RWY AND TURN-AROUND.

NOTES
THERE ARE NO OBSTACLE FREE ZONE (OFZ) PENETRATIONS
THERE ARE NO THRESHOLD SITING SURFACE OBJECT PENETRATIONS
THERE ARE NO MODIFICATIONS TO DESIGN STANDARDS

- NOTES:
1. RUNWAY 14/32 AS PER F.A.R. PART 77 IS CLASSIFIED AS A "LARGER THAN UTILITY" WITH RUNWAY 32 SUPPORTING AN INSTRUMENT APPROACH AND RUNWAY 14 SUPPORTING A VISUAL APPROACH.
2. THE RUNWAY 14 THRESHOLD WAS LOCATED SO AS TO PROVIDE A 15 FOOT VERTICAL SEPARATION BETWEEN COUNTY ROAD E53 AND THE 20:1 APPROACH SLOPE.
3. THE RUNWAY 14 THRESHOLD WAS LOCATED AS PER FAA AC 150/5300-13 APPENDIX 2, TABLE A2-1, LINE 3.
4. THE RUNWAY 32 THRESHOLD WAS LOCATED AS PER FAA AC 150/5300-13 APPENDIX 2, TABLE A2-1, LINE 5.



RUNWAY DATA TABLE

ITEM	RUNWAY 14/32		RUNWAY 18/36	
	EXISTING	ULTIMATE	EXISTING	ULTIMATE
APPROACH CATEGORY - DESIGN GROUP	B-I	B-II	A-I	A-I
RUNWAY LENGTH x WIDTH	3200x75'	4000x75'	1696x150'	3000x120'
MAXIMUM ELEVATION ABOVE MSL	1043.5'	1043.5'	1037.5'	1043'
RUNWAY MARKINGS	NPI	NPI	IA DOT CONES	IA DOT CONES
RUNWAY LIGHTING	MIRL	MIRL	NONE	NONE
PAVEMENT MATERIAL	CONCRETE	CONCRETE	TURF	TURF
PAVEMENT STRENGTH (OOD)	11.0 SW	12.5 SW	N/A	N/A
RUNWAY SAFETY AREA (RSA) LENGTH	3800'	4600'	2176'	3480'
RUNWAY SAFETY AREA (RSA) WIDTH	150'	150'	120'	120'
RUNWAY OBJECT FREE AREA (ROFA) LENGTH	3800'	4600'	2176'	3480'
RUNWAY OBJECT FREE AREA (ROFA) WIDTH	500'	500'	250'	250'
RUNWAY OBSTACLE FREE ZONE (ROFZ) LENGTH	3600'	4400'	2096'	3400'
RUNWAY OBSTACLE FREE ZONE (ROFZ) WIDTH	400'	400'	250'	250'
TAXIWAY WIDTH	35'	35'	N/A	N/A
TAXIWAY LIGHTING	MTL	MTL	NONE	NONE
APPROACH TYPE	VISUAL	NPI	VISUAL	NPI
APPROACH SURFACE SLOPE	20:1	20:1	20:1	20:1
PERCENT EFFECTIVE GRADIENT	0.0	0.0	0.0	0.0
ELECTRONIC AIDS	GPS	NDB, GPS	NONE	NONE
VISUAL APPROACH AIDS	P2L/REL	P2L/REL	P2L/REL	P2L/REL
APPROACH VISIBILITY MINIMUMS	1 MILE	1 MILE	1 MILE	1 MILE
TOUCHDOWN ZONE ELEVATION	1043.4'	1043.4'	1037.5'	1043'

CITY OF JEFFERSON • 220 N. CHESTNUT • JEFFERSON, IA 50129

Presorted
First Class Mail
US Postage Paid
Jefferson, IA 50129
Permit No. 38

READING DATE		BILLING DATE		PREV BALANCE
01/23/19		02/20/19		0.00
READINGS		USED	* CODE	AMOUNT
PREVIOUS	PRESENT			
0	6397	63970	WA	4,358.07
	GARBAGE		GB	10.45
	LANDFILL		LF	2.50
	RECYCLING		RC	3.70
	SEWER		SW	3,422.21
	YARDWASTE		YW	1.00
	WATER TAX		WET	261.48
SNOW MUST BE REMOVED FROM SIDEWALKS WITH IN 12 HOURS				

RETURN SERVICE REQUESTED

ACTIVE	
ACCOUNT NUMBER	DUE DATE
01-004810-03	03/15/2019
TAX	AMOUNT DUE AFTER DUE DATE
261.48	8,865.36
PENALTY AMOUNT AFTER DUE DATE	AMOUNT DUE NOW
805.95	8,059.41

LOCATION: 303 LINCOLN WAY E

Make checks payable to: City of Jefferson
PLEASE RETURN BOTTOM STUB WITH PAYMENT

ACCOUNT NUMBER
01-004810-03
DUE DATE
03/15/2019
AMOUNT DUE AFTER DUE DATE
8,865.36
AMOUNT DUE NOW
8,059.41



B009
PEOPLES TRUST AND SAVINGS I
PO BOX 697
OGDEN IA
50212-0697



GREENE COUNTY CHAMBER AND DEVELOPMENT
MONTHLY STATUS REPORT- 5/6/2019

- The GCDC/City Council Housing Committee continue to work on several housing projects:
 - Nick Sorensen submitted a detailed a list of housing projects requested by IED/IFA for potential funding support. These projects will be considered for the State's Rural Housing Initiative. These projects include single family and rental options.
 - A developer is interested in a multi-unit apartment project on two sites in Jefferson. He is working with the City, BOS, and GCDC to finalize the plan. A presentation will be made to the BOS on Monday, May 13 and later in the month to the Jefferson City Council.
 - The City is working on a program that would provide free single-family lots and working with a developer on in-fill housing options that could be used through out the County. The project is called Rural Housing 360 and a meeting is being set up with city councils and mayors from all the cities in Greene County.
 - A Housing Trust Fund is being developed through contributions from our major employers. The funds could be used to incentivize single and multiple family housing.
 - On April 5 a developer from Carroll toured the White House Apartment Building. He is currently reviewing the proforma before deciding on next steps.
- Jefferson Matters- Main Street, GCDC, and a group of community volunteers conducted the "Available Buildings Tour" on Thursday, April 25 and Saturday, April 27. With the help of Doug Burns, advertising and news releases were placed in all local papers throughout Western Iowa during April. Congressman Ro Khanna provided funding for several of the ad placements. There was regional radio advertising and news releases were circulated through Twitter, Facebook, and other social media. A packet of information on the available buildings was prepared by Jefferson Matters- Main street and distributed to each attendee at the Welcome Center on Thursday the 25th and Saturday the 27th. It included details and photos of all the buildings, financial support information, contractor list, and selling pieces on Jefferson and Greene County. There is was also a drone video linked to all the advertising, social media, and websites.
 - Attendance was good considering the adverse weather on both days. There were several attendees that expressed interest in the buildings and there is one pending lease/rental that came from the tour.
 - A wrap-up meeting will be held May 23 to discuss follow-up with the attendees.
- GCDC continues to work with the City of Jefferson and a developer to create a plan for rental housing in the Middle School as part of the Three Block Project. On February 5 the developer

toured the site with architects and engineers to begin developing an architectural design for the apartments and the surrounding proposed park area.

- The architect chosen by the developer is also working on the proposed new building for the Greene County Early Learning Center. The new Early Learning Center building will also be a part of the Three Block Project.

- The proposed plan will be presented to the GCDC Full Board at our June 11 meeting.

- A steering committee will be formed to guide the Three Block Project. It will include representatives from the Early Learning Center, the City of Jefferson, Board of Supervisors, Jefferson Matters- Main Street, and several of our young community leaders.

- GCDC is part of a planning committee for the Pillar Grand Opening, planned for Saturday, September 7. The event will include tours of the new facility, several guest speakers, including Governor Reynolds, a meal, and parent/student sessions on the future of technology jobs in rural Iowa. The event will be called: The Jefferson Forge Grand Opening.

- The next meeting of planning committee is May 9

- Because there is national and statewide interest in this project, GCDC has begun to work with Pillar, IED representatives and TAI (Technology Association on Iowa) to establish a marketing plan to promote the revitalization of rural Iowa through technology and projects like Pillar/the new high school/career academy. The first meetings have been held and a full marketing plan, with collateral, will be developed with input from large technology companies, major manufacturers, economic developers, and educational institutions.

- GCDC is also working with Pillar and IED to develop a marketing program that will combine four rural cities and their surrounding territory (Carroll, Jefferson, Perry, Boone) into a single regional that can then be used to recruit large technology companies looking to expand into rural Iowa. The proposed region is tentatively called the Lincoln Highway Corridor. A formation meeting was held May 8 at the Forge with representatives from all four cities. The group was asked to help pay for a consultant to create marketing materials that can be used to sell the region. The next meeting will be held in two weeks.

- GCDC continues to work with several potential new businesses who are in various stages of development and/or working on loan applications through the Greene County Revolving Loan Fund or Regional XII financing.

- GCDC provides funding for SBDC so they are available to assist new business projects at no cost. Anyone interested in using their services can contact Ken Paxton at 515-386-8255. SBDC will help with your business plan and financials at no cost.

- If anyone is aware of someone with a new business idea who is looking for help with financing or business planning please call Ken Paxton at 515-386-8255.

- GCDC continues to distribute an updated selling piece to site selectors in Chicago and Minneapolis as well as local developers. A new site map has just been completed and included

with other updated selling materials for our available business sites along Highway 30 surrounding the Casino and throughout Greene County. The new selling piece includes updates on the Pillar Project, information on the Available Buildings Tour, the Three Block Project, and other projects.

- The most recent site selector meeting was held in Ames on April 10. Most site selectors that work on projects in Western Iowa are aware of the Pillar Project and our Vision 2020 Project. They continue to follow our housing development efforts and although they are impressed with the passage of the school bond issue and the addition of the new Career Academy they still need to see new housing development, especially rental.

- Ace Hardware has completed the process of moving into the former Shopko Building. They are now open for business. There is currently a sales contract on their old building. There is also a contract on the former Bee & Herald building.

- GCDC continues to update our website and Facebook page with new articles, market research and new economic data that shows positive growth trends for Greene County. The site also includes a weekly updated link for jobs available in Greene County and rental properties.

- GCDC has created a list of apartments available in Greene County. This will be distributed through the Welcome Center and other locations to residents looking for available locations. It will also be included on our Website.

- Anyone with rental properties should contact GCDC to get a free listing on our site.

- GCDC is considering developing an annual award for our young leaders to recognize their role in community development. One option is an award for a key young leader (under 40) in Jefferson and one for a young leader in the remainder of Greene County. The awards would be presented at the GCDC Annual Meeting at Wild Rose.

- GCDC worked with Jefferson Matter Main Street on an application to be designated as one of the Iowa Great Places. GCDC is the sponsoring organization. The application has been submitted. If we pass the initial screening the committee will be in Jefferson for a tour the end of May or early June. If we are accepted it will open opportunities to apply for community development grants. The first grant application will be for the Three Block Project.

MEETINGS

- A Community Development Meeting will be held at ISU Extension on Tuesday, May 14. The purpose of the meeting is to bring together the local organizations that currently work on projects related to community development to explore how to develop a unified approach. The meeting will include presentations from GCDC, Greene County Chamber of Commerce, Jefferson Matters- Main Street, Bell Tour Foundation, Thomas Jefferson Gardens and other organizations. The meeting will also include local funding organizations such as Grow Greene County, BOS, and City Councils. Representations from all the cities in Greene County have been

invited to attend. The meeting will be coordinated by Sandy Ehrig, a leading statewide community development expert with local ties to Greene County.

-The annual SMART Conference was held in Des Moines on May 8 and May 9. The conference covered economic developments both statewide and locally.

-GCDC is working with members of the Highway 30 Coalition to form a group from Western Iowa to make a presentation supporting the proposed Ogden-Jefferson four land expansion project to the DOT before their June meeting. At the June meeting the DOT will decide on which project will be granted the next PEL study, which is critical for moving a project forward.

-The Iowa Rural Development Summit was held on April 10 to 12. GCDC was represented through a presentation by Sid Jones. Linc Kroger, from Pillar, and Sandy Ehrig also spoke at the summit.

-Tim Christensen held the final curriculum development meeting with Greene County major employers on March 1. The purpose of the meeting was to establish an apprenticeship program for Greene County students. The program will offer college credits through ICCC and employers will pay the students during their on-the-job training. Course content and pay rates were approved at the meeting. This should be a significant asset for retaining our high school graduates and providing them with a well-paying career path.

-Tim will present at the May Full Board Meeting to request GCDC consider some form of financial support as an incentive for students to complete the apprenticeship program and remain with the employer in Greene County.

-GCDC attended the monthly Iowa Economic Development Marketing Meetings in Des Moines on April 4. The meetings covered future projects for the IED group. We provided IED an update on the Pillar project and grand opening and updated the group on housing.

-GCDC presented a new study analyzing our community development efforts to the city councils in Churdan, Scranton, Paton, Grand Junction, Rippey, and the Home State Bank Board. The study is intended to look at how to best attract new residents to the County in the coming years and what assets we have and need to compete with other rural counties. The study includes a comparison of Greene County assets available in 2010 versus today.

-The study was presented to the GCDC Full Board on March 12.

-Attended the monthly WIAD meeting in Carroll on April 8. The meeting covered yearly planning input and approved the final yearly plan for 2019. The next meeting is scheduled for Dennison on May 13.

-Worked with Sebourn Video to develop the drone video for the Available Buildings Tour. The video is now available on You Tube. Here is the link to watch the video:

https://www.youtube.com/watch?v=jeLswgr_Auk

JEFFERSON MATTERS: MAIN STREET

2019 Plan of Action We Aim High



Vision: *Downtown Jefferson is a colorful, modernized historic district brimming with art, shopping, dining and activities that people can't wait to get to and can't stop talking about. It's a great space that's part of a great place.*

Mission: *The mission of Jefferson Matters: Main Street is to work together as a community to strengthen, support and energize Jefferson's downtown through historic preservation.*

2019 Priorities:

1. Create upper story housing visibility
2. Recruit traffic-generating businesses to downtown
3. Apply for Iowa Great Place and Great American Main Street designations
4. Involve youth and school in Main Street program
5. Attract people to the Main Street District

Design Committee:

Purpose: To encourage improvement of the Main Street district's physical appearance.

- Design Assistance from Main Street Iowa— several building owners interested.
- Building facade mini-grant program for facades & storefront signage mini-grant programs available
- Summer hanging baskets and seasonal pillar planters – planted on May 15 & 17 with volunteers
- Cluster Planters – 8 sets of 3 planters purchased from Olson IronWorks and installed by City Crew. Planted on May 15. Will continue with each season. Ann Ober & Deb Kucerak worked on this.
- Empty window displays – new displays in Homestead, Hy-Vee & City View on State – Mikki, Becci, Sandi, Susan do these.
- Christmas decorations – ordered after last quarterly report and have arrived.
- Available Buildings Tour –April 25th & April 27th - coordinated 47 volunteers in 2 hr. shifts for 11 buildings on the tour.

Economic Vitality Committee:

Purpose: To strengthen and broaden the economic base of the Main Street district.

- Support City's Phase 2 for continued façade improvements & acquired buildings- ready to help
- Available Buildings Tour – 200 packets assembled. 33 attended tour – follow-up is next will use packets for recruitment purposes
- Java & Juice events– attendance of about 30 people each week
- Challenge Grant 2017 progressing at Prairie Lakes and application for 2019 is The Public House.
- Community Catalyst Grant celebration when The Forge opens on Sept. 7
- Open4Business competition entry – Greene Bean Coffee upper story plans submitted May 17

Update May 28, 2019

Promotion Committee:

Purpose: To market the Main Street district by establishing a unified image and encouraging an exciting variety of activities for the community.

- Main Street Minute Videos with Jeff from Jefferson – continuing to promote Reunion Rendezvous
- Amazing Race for Charity on Sept. 7 with Animal Shelter as recipient – website & registration is live
- Social Media continues to promote Shop Local & our businesses
- Displays in Mason's window for April & Reunion Rendezvous
- Received Spring Lake plaque & funding from hotel/motel – thank you!
- Update Jefferson IA app with all Jefferson businesses
- Everything is Ducky in Downtown – April 6 during Toddler Fest
- Working on a Wed. lunch special during the Tower Tunes Live concerts – Chews Jefferson!
- Scarecrow Invasion- Movie Edition in Oct. with TVT – Angie Gingery & Amy Roberts are chairs

Organization Committee:

Purpose: To establish a strong Main Street organization that utilizes a growing number of participants in the implementation and funding of the program.

- Reunion Rendezvous at Bell Tower Festival – thanks for hotel/motel funding! 12:30 – 3 pm on Saturday, great committee working on this project hoping it will become a tradition.
- Family Feud~Jefferson Edition fundraising event – held on April 13 – so successful & raised \$1,900. Plans for Iowa questions at Bell Tower Festival.
- Communication -changed format of monthly newsletter to a blog directing people to our website.

Tower View Team:

Purpose: To promote and provide artwork in surprising places in Jefferson's Main Street district.

- Arch Alley - David Williamson worked with 4th graders for designs and portable foundry. TVT will be going to his studio on May 25.
- Rooftop Art installation – Tony Sims has begun painting on Unger Insurance
- Ring Out for Art sculptures – 4 sculptures arrived, co-sponsor with Home State Bank for stipends
- Scarecrow Invasion-Movie Edition for month of October– Angie Gingery & Amy Roberts are chairing
- Mini-Bell Towers art project – 4 towers will be between the pillar planters – local businesses sponsor with local artists painting.
- Public Painted Piano – High School art class painted & will be delivered soon

Board of Directors:

- Host Main Street Iowa Fall mtg. Oct. 22 & 23 in Jefferson – beginning to plan
- Main Street Community Exchange with another Story City – 12 people visited Story City and they came to Jefferson. Feedback submitted and will get same from them.
- Iowa Great Place application submitted end of April. – site visit is June 3.
- Supporting the Grand Opening event on Sept. 7 for Jefferson Forge.
- PHD student from Ohio coming June 13 to talk about impact of being a Main Street community.
- Other communities come to Jefferson to get ideas on how to get things done.
- Main Street training and professional development for board & director – Peg, Carol & Mikki attended spring workshop on Market Analysis in Mt. Vernon sharing our experience with program.

Jefferson Park and Recreation Commission Minutes
Wednesday, May 15, 2019
Greene County Community Center

Board Members Present: Doug Meinecke, Mary Pedersen, Lee Horbach, and Tracy Deal. In order to complete the meeting the information was sent out via email to complete the voting with Steve Hauptert and Dave Sloan responding.

Others Present: Coltrane Carlson and Vicky Lautner

Meeting called to order at 12:05 PM. President, Doug Meinecke presided over the meeting.

Open Forum

A letter was sent by Amber Holm for Elderbridge Agency on Aging for Senior Citizen Fun Day on Tuesday, October 8, 2019 to use the whole gym area.

Moved by Horbach seconded by Deal to approve April minutes. All were in favor and the motion carried.

Moved by Pedersen seconded by Horbach to approve the April 23 workshop minutes. All were in favor and the motion carried.

Moved by Pedersen, seconded by Deal to approve April 15-May 15 bills. All were in favor and the motion carried.

Old Business

Upgrading computer system

Lautner felt that since she would be retiring in October that the new director should be in charge of the change in the software and the computer system. She will share all the information from the two bids and set up an appointment for the new director to visit with the two companies she had approached for bids. The board agreed with that decision. The computer changes will be left on the agenda so it does not get forgotten in the transition.

Replacement of the Simplex fire alarm system

Another bid was submitted by Chris Durlam through Midwest Alarm System in Urbandale. The information was included in the board's packet. The bid was sent to Chris Deal to look over as were the other two bids. After the discussion Horbach made a motion to go with the Notifier CPU 320SYS system from Midwest Alarm System out of Urbandale with Chris Durlam installing the unit. Pedersen seconded the motion. All were in favor. Lautner will be checking the annual inspection cost of Simplex. Midwest Alarm Services would charge \$524 for an annual check of the unit.

Assistant Director and Directors position

At this time there has been two applicants for the assistant's position. At this time the board discussed the hiring of a director and then let the new director be involved in choosing the new assistant. Deal, Pedersen, Horbach, Hoyt, Sam Harding, Hauptert and Meinecke were in agreement that the director should be hired first. Lautner was asked if there would be a problem in training a new director in both positions. Lautner said she is willing to do whatever to make the transition a smooth one. Horbach was asked to represent the board talking to Mike Palmer about hiring that position first. The committee of

Horbach, Pedersen, and Hauptert will get on the agenda of the wage and means committee to go over the salary of the position of Director and Assistant Director.

Elderbridge Agency on Aging for Senior Citizen Fun Day

The board discussed the request for the Elderbridge Agency using the whole gym for their Senior Citizen Fun Day on Saturday, October 8. Pedersen asked that we have a table at no charge to promote the Greene County Community Center and its programs. The board felt this was a good event to support. Pedersen made a motion to let the Elderbridge Agency use the whole gym on Tuesday, October 8. Horbach seconded the motion. All were in favor and the motion carried.

Pool Staff

There was a short discussion on assistant pool manager's position. Simeon Lang was attending the pool managers meeting in Clive and was unable to attend the meeting. Meinecke and Pedersen noted that Lucas Ausberger and Samantha Schmidt (has a SPO and Red Cross certification) may be interested in the assistant managers position at the pool. Pedersen will visit with Schmidt about submitting an application for the position. Lautner will let Lang know of the interest in that position.

Reports

- a. Wellness Report
- b. Program Report
- c. Director's Report
- d. Parks report

Meeting was adjourned at 12:40 PM by Pedersen, seconded by Deal. All were in favor and the motion carried.

Next meeting will be Wednesday, June 19, 2019 at 12:00 pm.

AGENDA

Cemetery Committee
Tuesday, May 20, 2019
@ 12:00 pm
At City Hall

- I Call to Order
- II Open Forum
- III Old Business
 - A. Cemetery Software Progress
 - B. Dave Morlan report on the Cemetery Repair with Sloan
- IV. New Business
 - A. Future Agenda Items
 - B. Department Report
- V Adjourn

Agenda Summary

Open Forum

Old Business.

- A. Mike Palmer has taken over the Cemetery software. Suspended until we find a better software
- B. Dave Morlan will report on the Cemetery Repair

New Business

- A. Future Agenda Items
- B. Department Report
 - a. Report on burials from March 15-May 19 there have been 7 burials.
 - i. Dave and Dewey have been mowing and weed whacking in preparation of Memorial Day. The city crew weed whacked on Thursday, May 16.
 - ii. The flag poles are in the process of being repainted

Next meeting on Tuesday, July 16 @ City Hall at noon.

AGENDA

WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY, MAY 21, 2019, 12:00 NOON JEFFERSON CITY HALL

I. SEWER

- A. Review of sewer connection issue at 503 E. Vest Street.

II. WATER

- A. Water usage report

III. STREETS

- A. Request for placement of Children at Play sign in 600 block of North Locust Street.

IV. SANITATION/RECYCLE

- A. Discussion of trash truck replacement
- B. Waste collection report
- C. Recycling report