

# AGENDA

**COUNCIL MEETING**  
**Tuesday, August 13, 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. 7/23/19 regular Council minutes.
- B. Hotel/Motel grant of \$5,700 for billboard to GCDC
- C. Payment of monthly bills

### **IV. NEW BUSINESS:**

- A. Consider approval to hire Police Patrol Officer.
- B. Consider approval to hire Park and Recreation Director.
- C. Consider approval to hire Park and Recreation Assistant Director.
- D. Consider approval to appoint Larry Teeples to the Airport Commission.
- E. Consider approval of Committee assignments.
- F. Consider second reading of ordinance amending Jefferson Code of Ordinances to provide for automatic waste collection.
- G. Consider resolution approving 28E agreement for the provision of dispatching services.
- H. Consider resolution approving FAA grant agreement for Relocate County Road project
- I. Consider approval of Phase II façade grant for Habitat for Humanity.
- J. 2020-2021 budget schedule and priority surveys.
- K. Set priority workshop date

### **V. REPORTS:**

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

### **VI. ADJOURN.**

## AGENDA SUMMARY

DATE 8/13/19

### NEW BUSINESS

- A. **Consider approval to hire Police Patrol Officer.**
- B. **Consider approval to hire Park and Recreation Director.**
- C. **Consider approval to hire Park and Recreation Assistant Director.**
- D. **Consider approval to appoint Larry Teeples to the Airport Commission.**
- E. **Consider approval of Committee assignments.** With the election of Darren Jackson, Mayor Berry is recommending the attached assignments.
- F. **Consider second reading of ordinance amending Jefferson Code of Ordinances to provide for automatic waste collection.** Attached is the amended ordinance section along with informational about the changes.
- G. **Consider resolution approving 28E agreement for the provision of dispatching services.** Attached is the agreement that would provide for annual fee of \$25,000 for dispatch services.
- H. **Consider resolution approving FAA grant agreement for Relocate County Road project.** The Council had previously adopted a motion to apply for this grant. The grant was approved to extend the runway 800 feet and relocate the County road. The FAA will pay 100% of the construction costs up to \$648,197
- I. **Consider approval of Phase II façade grant for Habitat for Humanity.** Attached is an application and conceptual drawing for a façade improvement for Habitat's office at 114 S. Chestnut Street. The amount of the grant is \$3,081.
- J. **2020-2021 budget schedule and priority surveys.** Attached
- K. **Set priority workshop date.** The recommended date is Tuesday, September 24, 2019 as part of the regular Council meeting.

COUNCIL MEETING

July 23, 2019

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Gordon  
ABSENT: None

Mayor Berry presided.

Peg Raney director of Jefferson Main Street updated the Council on upcoming events.

On motion by Gordon, second by Sloan, the Council approved the following consent agenda July 19, 2019 Council Minutes, Sparetime Lanes and Lounge, Class C Liquor License, Casa De Oro, Class C Liquor License, Hy-Vee Fast and Fresh Express, Class C Beer Permit, Hotel/Motel Reimbursement for Thomas Jefferson Gardens Tier II of \$11,554.22 and Hotel/Motel grant for \$201.00 to Main Street for booth at Iowa State Fair.

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

This was the time and place for the public hearing on proposed zoning change for Lots 6-10, in Block 14 of the Subdivision of Block 9 in Manning's Addition to Jefferson, from RS-6 (Residential Single-Family District) to RM-3 (Residential Multi-Family District). Mayor called for oral or written comments and Paul and Lisa Richardson came forward with a petition signed by concerned citizens. Several citizens spoke for and against the rezoning. On motion by Sloan, second by Wetrich, the Council closed the public hearing.

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

On motion by Ahrenholtz, second by Jackson, the Council approved the first reading of an ordinance changing zoning classification for property described above (North Olive Street).

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

On motion by Sloan, second by Jackson, the Council approved waiving the second and third reading of an ordinance changing zoning classification for property at North Olive Street.

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

**ORDINANCE NO. 590**

On motion by Ahrenholtz, second by Gordon, the Council approved Ordinance No. 590, an ordinance changing zoning classification for property at North Olive Street.

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

On motion by Ahrenholtz, second by Wetrich, the Council approved an agreement with Alliant Energy for an extension of 2" gas main along Grimmell Road to provide fuel for a back-up generator. Cost of the extension is \$7,529.44.

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

On motion by Ahrenholtz, second by Wetrich, approved to purchase a 2015 Jacobsen fairway mower for Jefferson Community Golf Course from TurfWerks in the amount of \$29,500.00.

AYE: Sloan, Wetrich, Jackson, Ahrenholtz  
NAY: Gordon

On motion by Sloan, second by Jackson, the Council approved roof replacement proposal for water treatment plant of \$69,000.00 to Grell Roofing.

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

On motion by Jackson, second by Wetrich, the Council approved the first reading an ordinance amending Jefferson Code of Ordinances to provide for automatic waste collection.

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

**RESOLUTION NO. 36-19**

On motion by Ahrenholtz, second by Wetrich, the Council approved a resolution approving contract and performance and payment bonds for the Relocate Greene County Road, 243<sup>rd</sup> Street Project.

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

There being no further business the Council agreed to adjourn.

---

Craig J. Berry, Mayor

---

Diane M. Kennedy, City Clerk

## **Committee Assignments 8-13-19**

**Gordon:** Personnel, Park and Recreation, Airport, Fire Dept.

**Ahrenholtz:** Public Works, Housing, GCDC, Finance, Personnel.

**Wetrich:** Golf Course, Park and Recreation, Recycling, Finance.

**Jackson:** Library, Housing, Cemetery, Hotel/Motel.

**Sloan:** Public Works, Hwy #30 Coalition, Hotel/Motel, LEC, Animal Shelter.

ORDINANCE NO. \_\_\_\_\_  
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY  
OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISIONS  
PERTAINING TO SOLID WASTE COLLECTION

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

SECTION 1. Subsection Amended. Section 105.02, Subsection 10 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

**105.02 DEFINITIONS. . . .**

. . .

10. "Residential premises" means and includes single-family dwellings, each dwelling unit of a multiple-family dwelling containing two or three units, and each unit in a condominium regime other than West Park Condominiums, located within the City.

SECTION 2. Section Amended. Section 105.10 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

**105.10 WASTE STORAGE CONTAINERS.** Every person owning, managing, operating, leasing or renting any premises, dwelling unit or any place where refuse accumulates shall provide and at all times maintain in good order and repair portable containers for refuse in accordance with the following:

1. Container Specifications. Waste storage containers shall comply with the following specifications:

A. Residential Premises. The City will provide one waste container to each owner of a dwelling unit that is a residential premises. The container is the property of the City and must remain at the dwelling unit to which it is assigned if the owner or occupant moves. If a City provided container is removed or lost or stolen from a dwelling unit the owner or occupant is responsible for reimbursing the City for the cost of a replacement container at the price set by the City Council. If an owner requires more than one container the owner shall purchase an additional container from the City at the price set by the City Council. Owners shall keep containers clean from accumulating grease and decomposing material.

B. Commercial Premises. Waste containers for commercial premises (including residential property consisting of four or more dwelling units) shall be provided by owners of such premises. The containers shall be watertight and shall be provided with a tight-fitting cover which shall not be removed except when necessary to

4. Conforming Containers Required. Except as may be otherwise provided by another section of this Code of Ordinances, the City will not collect solid waste that is not placed in containers that comply with this section.

SECTION 3. Subsection Added. Section 105.11 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is amended by adding the following subsection:

**105.11 PROHIBITED PRACTICES. . . .**

. . . .

5. Prohibited Items in Solid Waste Containers and Dumpsters. No person shall deposit in a solid waste container or dumpster oil, gasoline, grease, or other petroleum products, automotive waste, concrete, shingles, construction debris, containers of cooking oil, paint cans (unless dried out), tires, any toxic or hazardous waste described in Section 105.09 of this Code or Ordinances, or any of the special items described in subsection 4 of Section 106.08 of this Code of Ordinances.

SECTION 4. Subsection Amended. Section 106.08, Subsection 1 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

**106.08 COLLECTION FEES. . . .**

1. Residential Fees. The residential fees for solid waste collection and disposal service, used or available, are:

- A. For each residential premises – a fee of \$10.45 per month per container.
- B. For each dwelling unit of a multiple-family dwelling containing four or more apartments or dwelling units – a fee of \$6.75 per month per apartment or dwelling unit. If collection for such units is made through the use of a dumpster the charges shall be \$5.49 per month per apartment or dwelling unit.
- C. For each mobile home in a mobile home court or mobile home park – a fee of \$10.45 per month per mobile home. If collection for the mobile home units is made through the use of a dumpster the charge shall be \$7.97 per month per mobile home.
- D. Landfill fee of \$2.50 per month.
- E. Recycling fee of \$3.70 per month.
- F. Yard waste site fee of \$1.00 per month.

# Garbage Changes for the Residents of Jefferson

- Effective September 3, 2019 garbage collection procedures will change from the current 4 bag or 2 35 gallon can collection system and replaced with a 95 gallon container provided by the City of Jefferson to each household.
- There is no cost to the resident for the container, however the container is the property of the City of Jefferson and stays with the property. Each container has a serial number that is associated with each address, not the resident themselves.
- Containers will be collected from your residence weekly on your normal garbage day Monday through Thursday. Garbage pickup days will remain the same to start with but your pickup time may change. All garbage containers should be curbside by 6 AM on your pickup day.
- There is no change in the monthly charge of \$10.45 for once a week collection of the 95 gallon provided container. Any customer wishing to have an additional container must purchase it from the City of Jefferson and will be responsible for additional monthly charges for once per week collection.
- If a customer feels their container is too large, they may request a 65 gallon container that is also the property of the City of Jefferson, however the monthly fee does not change. From talking with other agencies who have done this before, the 95 gallon container may seem quite large to the resident at first but we ask that you give it a try first before trading it in for a smaller container. The larger containers actually are easier to maneuver around than the smaller ones due to the size of their wheels.
- Customers are responsible for the replacement of lost or stolen containers at the purchase fee set by the City of Jefferson.
- Your new 95 gallon container will be delivered to your residence beginning the week of August 26, 2019 but the new container should not be used until your collection day the week of September 3, 2019.
- The garbage container may not be left curbside. Garbage containers should be placed curbside no sooner than 12:00 NOON the day before collection day and shall be removed from the curbside location no later than 12:00 NOON the day after garbage collection day.
- The new container will hold approximately (9) 13 gallon trash bags. We ask that you keep garbage in bags, then set the bags in the container so there is no loose garbage in the containers. Loose trash in the containers may blow around when the containers are being dumped.



28E AGREEMENT  
FOR THE PROVISION  
OF DISPATCHING SERVICES

This Agreement for the Provision of Dispatching Services (the "Agreement") is between Greene County, Iowa, and the City of Jefferson, Iowa, sometimes referred to individually as a "Party" and collectively as "the Parties," and is entered into pursuant to Chapter 28E of the Code of Iowa.

ARTICLE I. IDENTITY OF THE PARTIES

Greene County and the City of Jefferson are both political subdivisions of the State of Iowa and constitute "public agencies" authorized under Iowa Code Sections 28E.2(2) and 28E.4 to enter into an agreement for joint or cooperative action.

ARTICLE II. PURPOSE

The purpose of this agreement is to provide public safety dispatch and communication services for the City of Jefferson and to ensure that Greene County is adequately reimbursed for the costs incurred in the provision of such services.

ARTICLE III. NO NEW ENTITY

This Agreement does not create a separate legal or administrative entity to conduct the cooperative undertaking described in this Agreement.

ARTICLE IV. DURATION

The term of this Agreement shall begin on July 1, 2019, and shall expire on June 30, 2020, and shall automatically renew from year to year thereafter, subject to the right of either party to give notice of termination as provided in this Agreement.

ARTICLE V. DUTIES OF GREENE COUNTY AND THE GREENE COUNTY SHERIFF

Section 1. The Sheriff of Greene County and his deputies or duly designated representatives shall receive in the Sheriff's Office such telephone, written, and radio messages as are directed to the Jefferson Police Department or the Jefferson Fire Department and shall transmit the same to the appropriate officers of the respective departments.

Section 2. The Sheriff of Greene County or his designee shall provide the Jefferson Police Department with copies of written messages of general or specific interest to all law enforcement officers and agencies in Greene County.

Section 3. The Sheriff of Greene County shall provide the Jefferson Police Department computer terminal access to the records contained in the computer dispatch system that pertain to the activities of the Jefferson Police Department and its officers.

Section 4. The Sheriff of Greene County and his deputies or designated representatives shall start all criminal reports for the Jefferson Police Department in accordance with Jefferson Police Department policy.

Section 5. The Greene County Sheriff or his designee shall run all driver's license, license plate, criminal history, employment background, and warrant checks requested by the Jefferson Police Department.

Section 6. Greene County shall furnish and maintain the necessary radio and computer equipment to provide the City of Jefferson with the services described in this Article.

Section 7. The Greene County Sheriff shall have sole control over the purchase, maintenance, placement, or replacement of all communication equipment within the budget set by the Greene County Board of Supervisors.

Section 8. The Greene County Sheriff shall have sole authority over the training, compensation, discipline, termination, and supervision of all communications personnel within the budget as set by the Greene County Board of Supervisors.

#### ARTICLE VI. DUTIES OF THE CITY OF JEFFERSON

The City of Jefferson shall pay Greene County an annual fee of \$25,000 for the dispatching services described in Article V in four equal quarterly installments on July 1, October 1, January 1, and April 1 of each fiscal year.

#### ARTICLE VII. NO JOINT PROPERTY

All real and personal property acquired by either of the Parties which may be used in connection with the cooperative undertaking described in this Agreement shall be the separate property of the Party acquiring such property and shall remain so upon the expiration or termination of this Agreement.

#### ARTICLE VIII. FINANCING AND BUDGET

Section 1. Greene County and the City of Jefferson will each entirely finance its own obligations undertaken herein.

Section 2. No separate budget will be established for the cooperative undertaking described in this Agreement.

#### ARTICLE IX. ADMINISTRATOR

The Sheriff of Greene County shall be the sole administrator of this Agreement.

#### ARTICLE X. TERMINATION

Section 1. Either Party may terminate this Agreement as of the end of the then current term by giving written notice of termination to the other Party by the January 1 that immediately precedes the end of the then current term.

Section 2. Written notice of a Party's intent to terminate this Agreement shall be accomplished by certified mail or personal delivery.

ARTICLE XI. AMENDMENT

This Agreement may be amended only by a written agreement signed by both Parties.

ARTICLE XII. ENTIRE AGREEMENT

This Agreement embodies the entire agreement and understanding between the Parties relating to the subject matter covered by this Agreement.

ARTICLE XIII. SEVERABILITY

If any clause or provision contained herein would invalidate this Agreement in whole or in part, such clause or provision only shall be invalid, and the remainder of the Agreement shall remain in full force and effect.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019 at Jefferson, Iowa.

GREENE COUNTY BOARD OF SUPERVISORS

CITY OF JEFFERSON, IOWA

BY \_\_\_\_\_  
JOHN MUIR, CHAIRMAN

BY \_\_\_\_\_  
CRAIG BERRY, MAYOR

ATTEST:

ATTEST:

\_\_\_\_\_  
JANE HEUN, COUNTY AUDITOR

\_\_\_\_\_  
DIANE KENNEDY, CITY CLERK

# City of Jefferson

## Façade Rehabilitation Program Application

### Purpose:

The purpose of this grant program is to assist business/building owners within the City of Jefferson Main Street District to strengthen their neighborhood's appearance, to promote the area to visitors, and to improve the quality of life.

### Eligible Applicants:

- ◆ Eligible applicants are building owners in the City of Jefferson Main Street District who are committed to the Historical District.

### Eligible Projects to be Considered for Funding:

- ◆ Projects that correct violations of the current International Property Maintenance Code.
- ◆ Projects for facade improvements only.

### Funding Requirements:

- ◆ Grant funds are available on a reimbursement basis only.
- ◆ Grants will generally be awarded on a 50/50 cash match basis.
- ◆ Building design and materials must be approved by Facade Review Committee.
- ◆ Before and after pictures are required for funding.
- ◆ Projects must abide by the City of Jefferson Downtown Building Design Guidelines
- ◆ Projects may be required to obtain design assistance through Main Street Iowa.
- ◆ Large projects must submit building renderings of design.

### Applicant Information

Organization Name: Habitat for Humanity Project Name: Habitat Office Facade  
Contact Person: Jeff Lamoureux Mailing Address: 114 S. Chestnut  
City, State, Zip: Jefferson, IA 50128 Daytime Phone Number: 515-386-3083  
Fax: — E-mail: AD@heartofiowahabitat.org  
Total Project Cost: \$ 6162 — Amount requesting from this grant program: \$ 3,081  
Project Address: 114 S. Chestnut St.  
Project Description: Facade Rehabilitation - Proposal Attached.

The Facade Review Committee will make final recommendations to the City Council regarding which projects should be funded. However, they will solicit input by utilizing, the City Engineer, City Department Staff, and/or City Council Members.

### For More Information/Questions:

Contact the City Administrator or Building Official at 515-386-3111.



Existing

**Proposed**



**NOTES:**

- >This proposal illustrates a fairly straightforward approach to updating the front façade of this small office building. The basic concept is to recreate an early “boomtown” front appearance that was commonly used on simple wood framed buildings similar to this one.
- >Replace the existing metal siding and fake brick with horizontal lap siding. While traditional wood is preferred, the desire to use vinyl or metal siding is understandable. Select a fairly neutral brown/taupe color similar to that shown.
- >A stone tile/panel treatment is shown at the bottom of the siding. This matches the height of the proposed ramp and is shown as an option instead of extending the siding all the way to the sidewalk and having to trim the siding to match the ramp.
- >Install simple flat corner boards and window casings as part of the siding project. These elements help create a nicer rhythm to the façade as well as provide some visual contrast to the siding. Simple flat casings are preferred, but a “brick mold” edge can be used for the window and door casings – especially if a synthetic siding is used. (The brick mold will help facilitate the j mold tracks needed for vinyl siding.) The corner boards can be slightly wider than the casings.
- >Construct a simple wood cornice. (Synthetic/resin lumber can be used if preferred.) The cornice has a simple flat band, simple brackets and a simple projecting cap that is faced with a basic cove molding. The cornice projects about 9” total. The brackets can be fabricated or purchased and they should have a simple profile – avoid overly ornate brackets and trim.
- >Install a simple recessed center panel bulkhead panel beneath each of the windows. This is created by installing a thin sheet of MDO (or similar) plywood and adding a simple frame around the perimeter. Bevel/router the interior edges of the outer frame to create the final finished edge. Add a simple sill using 2” thick (or more) lumber. Traditional wood is preferred, but products like a Hardipanel (smooth face) are acceptable as well if preferred.
- >The existing windows are retained, but the casings and panels/bulkheads creates a bigger visual weight for the windows and improves their overall proportions.
- >Replace the existing door with a more traditional commercial door with a large section of glass. An affordable option is a replacement French/patio door – it will have the wide stiles and rails desired. (The glass in a replacement French door will extend further down and not have the panel as shown.)
- >Paint the door and window bulkheads as shown to match the colors of the organization’s logo. The colors can be swapped (green on the door, blue below the windows) or it can be all one trim color too.
- >Install a new ADA compliant ramp for handicapped access. Include a simple hand rail as shown. A simple pipe rail is shown to be minimally visible and yet provide an adequate hand rail.
- >Install new signs as shown. Both a flush mounted and hanging sign are shown. The hanging sign is just the Habitat logo – no words. The flush sign is a simple panel sign (painted) with a simple frame.
- >Overhead gooseneck lights are also shown. These illuminate the sign (and the entire façade) and also add another architectural element to the façade.

8-6-19, 8-8-19		ID	Task Name	Duration	Start	Finish	Tue 12 A
1	<b>2020-2021 BUDGET SCHEDULE</b>			295 edays	Mon 8/5/19	Tue 5/26/20	
2	Budget schedule distributed			8 edays	Mon 8/5/19	Tue 8/13/19	
3	Priority Survey distributed to Council members			8 edays	Mon 8/5/19	Tue 8/13/19	
4	Council sets priority workshop date			8 edays	Mon 8/5/19	Tue 8/13/19	
5	FY 2018-2019 Revenue & Expenses presented to Council			22 edays	Mon 8/5/19	Tue 8/27/19	
6	Priority surveys returned			22 edays	Mon 8/5/19	Tue 8/27/19	
7	Budget worksheets distributed to Department Heads, FD, Airport			29 edays	Mon 8/5/19	Tue 9/3/19	
8	Finance Committee meets to review FY 2018-2019 Budget numbers			29 edays	Mon 8/5/19	Tue 9/3/19	
9	Personnel Committee meets and sets maximum salary increase rates			36 edays	Mon 8/5/19	Tue 9/10/19	
10	Water/Sewer/Streets/Sanitation Committee meet regarding budget (review 2018-2019 actual budget numbers)			43 edays	Mon 8/5/19	Tue 9/17/19	
11	Council holds priority work session			50 edays	Mon 8/5/19	Tue 9/24/19	
12	Revenue projections provided for General Fund			71 edays	Mon 8/5/19	Tue 10/15/19	
13	Water/Sewer/Streets/Sanitation Committee meet regarding budget (revenue projections provided)			71 edays	Mon 8/5/19	Tue 10/15/19	
14	Water/Sewer/Streets/Sanitation Committee meet regarding budget (proposed budget numbers)			106 edays	Mon 8/5/19	Tue 11/19/19	
15	Budget numbers for non-department (ie, Eco Development, Hotel/Motel, LOST, etc.) provided			112 edays	Mon 8/5/19	Mon 11/25/19	
16	Budget numbers due to Clerk			116 edays	Mon 8/5/19	Fri 11/29/19	
17	Rough budget due to Administrator and Finance Committee			137 edays	Mon 8/5/19	Fri 12/20/19	
18	Finance Committee provides budget comments			154 edays	Mon 8/5/19	Mon 1/6/20	
19	Adminstrator and Clerk review budget			161 edays	Mon 8/5/19	Mon 1/13/20	
20	Clerk makes changes to budget and provides to Finance Committee for review			165 edays	Mon 8/5/19	Fri 1/17/20	
21	Council receives preliminary budget			169 edays	Mon 8/5/19	Tue 1/21/20	
22	Council sets public hearing date for adoption of budget			169 edays	Mon 8/5/19	Tue 1/21/20	
23	Council sets date for budget workshop			169 edays	Mon 8/5/19	Tue 1/21/20	
24	Department Heads receive preliminary budget			170 edays	Mon 8/5/19	Wed 1/22/20	
25	Council holds budget workshop and provides final comments			190 edays	Mon 8/5/19	Tue 2/11/20	
26	Publish public hearing notice for adoption of budget (published minimum 10 days in advance of hearing)			196 edays	Mon 8/5/19	Mon 2/17/20	
27	Public Hearing held prior to adoption of budget			218 edays	Mon 8/5/19	Tue 3/10/20	
28	Adoption of budget resolution			218 edays	Mon 8/5/19	Tue 3/10/20	
29	Budget Submitted to County Auditor			221 edays	Mon 8/5/19	Fri 3/13/20	
30	Water/Sewer/Streets/Sanitation Committee meet regarding proposed budget amendments			225 edays	Mon 8/5/19	Tue 3/17/20	
31	Final Budget Amendment numbers due to Clerk			256 edays	Mon 8/5/19	Fri 4/17/20	
32	Set the public hearing for the FY 19-20 Budget Amendment			260 edays	Mon 8/5/19	Tue 4/21/20	
33							
34							
35							
36							
37							
38							
39							
40							
41							
42							

8-6-19, 8-8-19

ID	Task Name	Duration	Start	Finish	Tue 12 A
43	Amendment hearing notice to newspaper	273 edays	Mon 8/5/19	Mon 5/4/20	
44	Budget Amendment numbers provided to Finance Committee	281 edays	Mon 8/5/19	Tue 5/12/20	
45	Public hearing for the FY 19-20 Budget Amendment	295 edays	Mon 8/5/19	Tue 5/26/20	
46	Approve Resolution for FY 19-20 Budget Amendment	295 edays	Mon 8/5/19	Tue 5/26/20	

# MEMO

DATE: 8/13/19

TO: Mayor Berry and the Jefferson City Council

FROM: Mike Palmer, City Administrator

SUBJECT: Priority Surveys for 2019-2020 Budget

Attached is the 2019-2020 priority survey and rankings from previous years along with the budget schedule. The list is very beneficial to the Council, Committees and Staff to budget funds and to keep things in perspective during the year. Additionally, as new Council members are elected, the priorities serve as a historical reference as to how projects were determined. Most importantly, the priorities communicate to the public where and why the City focuses their resources.

As in previous years you are being asked to review the listed items and rank each one of them from 1 to 3 with a 1 as the most important. If there are additional priority items feel free to add them in. The results will be tabulated for the 9/24/19 priority workshop. Please try to have this filled out and returned to me by the next meeting on **8/27/19**.

ITEM	# (1,2,3)	COMMENTS
Street improvements		
Economic Development		
Historic Preservation		
Park improvements		
Sidewalk Replacement		
Construction of new Sidewalks		
Building Maintenance		
Drainage improvements		
Obtaining grants		
Code enforcement		
Water and sewer line improvements		
Organizational efficiency		
Cemetery Improvements		
Website		
Swimming Pool		
Tourism		
Main Street Program		
Entries to the City		
Lincoln Way improvements (Old US30)		
Highway 30 Coalition		



Zoning overview for new development.			
Housing			
Development of Recreation Assets			
Development of north part of City			
Recycling			
Golf Course			
Animal Shelter			
Neighborhood Improvement Programs			
Dog Park			
Development of three block middle school area			
OTHER			

**Jefferson Park & Recreation Commission AGENDA**  
**Special Meeting**

Monday, July 29, 2019

5:00 pm Greene County Community Center

- I. Call to Order
- II. Roll Call
- III. New Business
  - a. Interviews with two for Park and Recreation Director position at 5 pm and 6 pm
  - b. Discussion and Recommendation of candidate for Park and Recreation Director
- IV. Adjournment

# Jefferson Public Library

Meeting of the Board of Trustees  
August 12, 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. Fiscal Year-End Reports
- VI. Old Business
  - A. FY20 Budget
  - B. Personnel
- VII. New Business
  - A. Trustee Training (see dates below)
  - B. Fall programming
  - C. Project updates
- VIII. Next Meeting – Sept 9 at 6:30 p.m.
- IX. Adjournment

New Trustee Orientation – Thurs, Sept 24 at 6:30 pm, library meeting room  
Annual Trustee Training – Thurs, Nov 14 from 6-8 pm at Jefferson Community Golf Course  
Both sessions will be led by Maryann Mori, State Library of Iowa Central District consultant