

# AGENDA

**COUNCIL MEETING**  
**Tuesday, September 10, 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. 8/27/19 regular Council minutes.
- B. Tier III Hotel/Motel grant to Thomas Jefferson Gardens of \$418.00 for Sievers Sister Concert
- C. Tier III Hotel/Motel grants to Thomas Jefferson Gardens of \$69.55 for brochures.
- D. Payment of the monthly bills

**IV. NEW BUSINESS:**

- A. Consider approval of resolution to set rate for purchase of additional 65 and 95 gallon garbage containers for the automated trash collection system.
- B. Consider approval of 2019-2020 budget amendment for purchase of police administration vehicles.
- C. Appointment of Harry Ahrenholtz to the LEC Entity Board.

**V. REPORTS:**

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

**VI. ADJOURN.**

## AGENDA SUMMARY

**DATE 9/10/19**

### **NEW BUSINESS**

- A. **Consider approval of resolution to set rate for purchase of additional 65 and 95 gallon garbage containers for the automated trash collection system.** Each residential property was issued a garbage container at no charge. There have been several requests from residents to obtain an additional container. The ordinance provides for the purchase of an addition container at a price set by the Council. Staff is recommending a price of \$70 for either size container.
- B. **Consider approval of 2019-2020 budget amendment for purchase of police administration vehicles.** Attached is a request for administrative vehicles for the police department. This expenditure would be in addition to the budgeted amount for capital expenditures and will require an amendment.
- C. **Appointment of Harry Ahrenholtz to the LEC Entity Board.**

COUNCIL MEETING

August 27, 2019

5:30 P.M.

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

Mayor Berry presided.

No citizens spoke during the Open Forum.

**RESOLUTION NO. 39-19**

On motion by Sloan, second by Gordon, the Council approved the following consent agenda August 13, 2019 Council Minutes, and Resolution No. 39-19, a resolution approving FY 2018-2019 year end transfers.

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

On motion by Sloan, second by Wetrich, the Council approved the hiring of Nathan Kral as Assistant Park and Recreation Director at a salary of \$38,000.00/yr effective September 23, 2019.

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

Ken Paxton, GCDC Director updated the Council on Greene County Development Company activity. On motion by Wetrich, second by Ahrenholtz, the Council approved the quarterly payment of \$12,500.00 to GCDC.

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

On motion by Ahrenholtz, second by Wetrich, the Council approved of General Engineering Service agreement with Bolton and Menk. Service agreement would provide for 20 hours of non-project engineering services at a flat rate of \$85.00/hr.

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

On motion by Jackson, second by Ahrenholtz, approved of Engineering agreement for East Lincoln Way Corridor not to exceed \$100,800.00.

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

On motion by Wetrich, second by Jackson, the Council approved of Engineering agreement for Greenwood and Central Avenue Trail Improvements not to exceed \$93,400.00.

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

On motion by Gordon, second by Sloan, the Council approved the consent agreement of \$13,900.00 penalty with Environmental Protection Agency for Waste Water Plant sampling reporting and application violation.

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

Mike Palmer gave an update on the FY 2018-2019 Revenue and Expense Report.

Discussion of Animal Control. No Action was taken by the Council.

Jefferson Matters Main Street quarterly update and had a dialogue with the council on their activities and achievements.

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: **August 27, 2019**

## **Application Information**

### **Thomas Jefferson Gardens Education and Welcome Center**

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

Mailing Address: **201 E. Lincolnway, Box 15, Jefferson, Iowa. 50129**

Contact Name & Title: **Roger Aegerter, TJG Board Member**

Telephone: **515-370-3982**

Email Address: **roger.aegerter@gmail.com**

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

## **Description of project.**

**How does the proposal promote the City of Jefferson?** Thomas Jefferson Gardens Education and Welcome Center sponsored a Sunday afternoon concert August 4<sup>th</sup>, 2019, featured two Jefferson graduates; Ashley Sievers and her sister Shelby Sievers VanNorStrand who are both professional opera singers and performed several opera and non opera musical renditions along with their accompanist, Jolie Goble, for over an hour. A total of 180 people attended this music concert.

The concert was an attempt to highlight local artists. The one hour concert brought local residents and attracted other area people to downtown Jefferson. Although most of the stores were not open this Sunday afternoon, people attending spent a wonderful afternoon in downtown Jefferson. They heard the bells, they saw the sculptures, they could go up in the tower, they had a beautiful visual setting in the gardens, and they could feel that Jefferson was offering them many different experiences, the most outstanding being professional opera singers from their own community displaying their talents and talking about their experiences growing up here.

The Thomas Jefferson Gardens Education and Welcome Center is one of the top ten tourism attractions in Jefferson. The Gardens had an estimated 2,000 visitors last year. The Welcome Center serves as the first point of contact for Greene County tourists and is dedicated to provide a meaningful and helpful welcome to the historical and educational information about Greene County, Jefferson and the Thomas Jefferson Gardens. The Motel/Hotel tax is targeted to promote and encourage tourism and convention business in Jefferson. As a prominent tourism attraction in Jefferson, it is our belief Thomas Jefferson Gardens Education and Welcome Center will be an increasing tourist destination

**Date of event or project start and end dates.** The concert took place Sunday afternoon August 4<sup>th</sup>, 2019. It was attended by 180 people, young and old, residents and non-residents.

**What is the amount requested and how is the money going to be used ?** The total concert cost was \$618. There was a free will offering with approximately \$200 taken in. Thomas Jefferson Gardens would like request the total amount of \$418.00 from the City of Jefferson Tier 3 Tourism funds. The total amount has been paid by TJG ( \$600.00) and Johnny Turpin (\$18.00)

**Does the applicant have other funding sources and if so how much are they funding ?**  
 The Thomas Jefferson Gardens Education and Welcome Center is a non-profit organization that relies on donations, grants, fundraisers and money from private individuals. It is our goal to write grants and request money for projects when possible and use donation money for basic expenses at the Gardens. There was \$200 given in donations for the appearance of the Sievers Sisters.

**THOMAS JEFFERSON GARDENS AND WELCOME CENTER OF GREENE COUNTY**  
 Balance Sheet December 1, 2018

**ASSETS**

Cash on Hand	\$38,658.78
Investment Accounts (Community Foundation of Greater Des Moines)	\$47,000.00
Accounts Receivable	0.00
Real Estate	\$254,977.00
Other Assets (statue, plow, benches, Rotary pavilion, chimes, xylophone)	\$62,717.00
Development agreement with City of Jefferson (Annual income – 15 year commitment. For the purpose of payment of indebtedness for development of Welcome Center (Chamber of Commerce debt); costs of operating Welcome Center.	\$20,000.00
	\$423,352.78

**LIABILITIES**

Contract labor (gardener, Welcome Center staff, janitorial)	\$15,000.00
Supplies, maintenance expense, educational materials, insurance	\$9,000.00
Loan – Home State Bank – Building renovation (Chamber of Commerce)	\$29,000.00
Loan – Home State Bank – Building renovation (additional)	\$100,000.00
	\$153,000.00

**NET WORTH** **\$270,352.78**

**THOMAS JEFFERSON GARDENS AND WELCOME CENTER OF GREENE COUNTY**  
**Officers**

**President - Mary Weaver**  
**Vice-President - Alan Greiner**  
**Secretary - Jean Walker**  
**Treasurer - John Turpin**

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Telephone: **515-370-3982**

Email Address: **roger.aegerter@gmail.com**

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

### **Description of project.**

**How does the proposal promote the City of Jefferson?** Thomas Jefferson Gardens Education and Welcome Center has developed and implemented a Self-Guided Tour brochure for the Thomas Jefferson Gardens. The tour contains seventeen informational and education stops around the garden. This information was transformed into a three-fold brochure that visitors can use when exploring the gardens.

The Thomas Jefferson Gardens Education and Welcome Center is one of the top ten tourism attractions in Jefferson. The Gardens had an estimated 2,000 visitors last year. The Thomas Jefferson Gardens is the focal point of visitors to Jefferson and Greene County. Approximately 10 tour buses initiated their tours of Jefferson and Greene County at the Welcome Center. The Welcome Center serves as the first point of contact for Greene County tourists and is dedicated to provide a meaningful and helpful welcome to the historical and educational information about Greene County, Jefferson and the Thomas Jefferson Gardens. The Motel/Hotel tax is targeted to promote and encourage tourism and convention business in Jefferson. As a prominent tourism attraction in Jefferson, it is our belief Thomas Jefferson Gardens Education and Welcome Center will be an increasing tourist destination. This informational brochure about the gardens will only add to the positive experience that visitors have when visiting Jefferson and Greene County.

**Date of event or project start and end dates.** The TJG Self-guided brochure was developed during the spring of 2019. It was printed and delivered the first week of July. The brochures are presently being made available to all visitors to the garden that want to spend a leisurely informational walk around the grounds.

**What is the amount requested and how is the money going to be used ?** The total cost of the initial 100 copies printed was \$69.55, printed by a local business in Jefferson. Thomas Jefferson Gardens would like request the total amount of \$69.55 from the City of Jefferson Tier 3 Tourism funds. The amount has been paid for by Mary Weaver , TJG Board President.

**Does the applicant have other funding sources and if so how much are they funding ?**  
 The Thomas Jefferson Gardens Education and Welcome Center is a non-profit organization that relies on donations, grants, fundraisers and money from private individuals. It is our goal to write grants and request money for projects when possible and use donation money for basic expenses at the Gardens. There were no other requests made to cover the Self-Guided Brochure.

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**THOMAS JEFFERSON GARDENS AND WELCOME CENTER OF GREENE COUNTY**  
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• 2018 – 2019 PD Budget year			
• Surplus in the PD Budget:	\$41,142.31		
• Additional Revenue:	\$34,192.06		
• 2019-2020 PD Budget year			
• Motorcycle auction	\$5,000 (estimated)		
		<b>TOTAL :</b>	<b>\$75,334.37</b>
			<b>(\$80,334.37 w/ motorcycle )</b>

• <b>Request</b>			
• 2019 Ford F150	\$33,000.00		(w/ equipment cost)
• 2019 Dodge Charger	\$27,000.00		(w/ equipment cost)
• 2011 Dodge Charger trade in	-\$3,000.00		(estimated)
• 2011 Chevy Silverado trade in	\$0.00		(moved to another city department)
• PD Forfeiture Funds used	-\$14,000.00		
• Funds needed		<b>TOTAL:</b>	<b>\$43,000.00</b>

- This would **NOT** include trade in for the 2011 Chevy Silverado
- The 2011 Chevy Silverado would be made available to another city department.
- This would resolve the issue of the city trying to find \$17,000 in funds to keep the 2011 Chevy Silverado.
- This would resolve the PD admin vehicle problem.

# Jefferson Public Library

Meeting of the Board of Trustees  
September 9, 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
- VI. Old Business
  - A. FY20 Budget
  - B. Personnel
- VII. New Business
  - A. Project and program updates
- VIII. Next Meeting – Sept 9 at 6:30 p.m.
- IX. Adjournment

New Trustee Orientation – Tues, 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