

AGENDA

COUNCIL MEETING

Tuesday, May 24, 2022

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. Limit of 3-5 minutes per speaker.

III. CONSENT ITEMS:

- A. 5/10/22 regular Council minutes.
- B. Cigarette Permits. July 1, 2022 through June 30, 2023.
- C. Sewer bill adjustment at 603 N. Wilson for \$295.56
- D. Jefferson Matters: Main Street dba Bell Tower Festival, Class C Liquor License.
- E. Firework permit for Wild Rose Casino. July 4 to July 5, 2022

IV. NEW BUSINESS:

- A. Public hearing for 2021-2022 budget amendments.
- B. Consider approval of resolution adopting 2021-2022 budget amendments.
- C. Consider resolution approving purchase agreement for property at 307 North Wilson Ave.
- D. Consider approval of resolution of bad debt write off for the year 2005.
- E. Appointment of Adam Pedersen and Tom Yepsen to the Library Board.
- F. Consider approval of resolution for airport improvement funding grant of \$979,500 for the hangar foundation, hangar approach and 12,000 jet fuel tank.
- G. Consider approval to purchase Jacobsen GP400 greens mower for \$37,495.
- H. Consider approval to purchase John Deere ZTak mower with CARES ACT funds for \$13,700

V. REPORTS:

- A. Engineer, City Clerk, Attorney, City Administrator
- B. Departments
- C. Council & Committees
- D. Mayor

VI. ADJOURN.

AGENDA SUMMARY

DATE 5/24/22

NEW BUSINESS

VII. NEW BUSINESS:

- A. **Public hearing for 2021-2022 budget amendments.**
- B. **Consider approval of resolution adopting 2021-2022 budget amendments.** Amendment attached
- C. **Consider resolution approving purchase agreement for property at 307 North Wilson Ave.** The purchase agreement is for \$5,000. Purchase agreement attached.
- D. **Consider approval of resolution of bad debt write off for the year 2005.** Reviewed by Finance Committee and recommended procedure by auditor to begin process of writing off uncollectable debt starting in year 2005. The write offs for 2005 would be \$18,902
- E. **Appointment of Adam Pedersen and Tom Yepsen to the Library Board.** Appointment would be 6-year terms beginning on July 1, 2022.
- F. **Consider approval of resolution for airport improvement funding grant of \$979,500 for the hangar foundation, hangar approach and 12,000 jet fuel tank.** Attached is the application.
- G. **Consider approval to purchase Jacobsen GP400 greens mower for \$37,495.** This would provide the golf course with a new greens mower to replace the existing mower. The old mower would continue to be used on other parts of the course and also serve as a back-up greens mower. The funding is from a 2019 bond issue that specifically provided money for golf course equipment.
- H. **Consider approval to purchase John Deere ZTak mower with CARES ACT funds for \$13,700.**

COUNCIL MEETING

MAY 10, 2022

5:30 P.M.

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

Mayor Pro Tem Zmolek presided.

No citizens spoke during Open Forum.

On motion by Jackson, second by Wetrich, the Council approved the following consent agenda: April 26, 2022 Council Minutes, Oly's Corner, Inc, Class C Beer Permit, B.P.O. Elks Lodge #2306, Class C Liquor License, History Boy Theatre Company, Special Class C Liquor License, Pay estimate #5 of \$29,064.00 of CDBG funds for 200 E. State Street and payment of monthly bills from City funds.

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

This was the time and place for the Public Hearing for the sale of property located at 206 S. Maple St. Mayor Pro Tem called for oral or written comments and there were none. On motion by Wetrich, second by Sloan, the Council closed the Public Hearing.

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

RESOLUTION NO. 28-22

On motion by Ahrenholtz, second by Jackson, the Council approved Resolution No. 28-22, a resolution approving agreement for sale of property at 206 S. Maple St.

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

This was the time and place for the Public Hearing for the sale of property located at 500 N. Oak St. Mayor Pro Tem called for oral or written comments and there were none. On motion by Sloan, second by Wetrich, the Council closed the Public Hearing.

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

RESOLUTION NO. 29-22

On motion by Jackson, second by Wetrich, the Council approved Resolution No. 29-22, a resolution approving agreement for sale of property at 500 N. Oak St.

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

This was the time and place for the Public Hearing for the sale of property located at 507 S. Locust St. Mayor Pro Tem called for oral or written comments and there were none. On motion by Sloan, second by Zmolek, the Council closed the Public Hearing.

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

RESOLUTION NO. 30-22

On motion by Wetrich, second by Sloan, the Council approved Resolution No. 30-22, a resolution approving agreement for sale of property at 507 S. Locust St.

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

Item G was removed from agenda.

Item H was removed from agenda.

On motion by Wetrich, second by Sloan, the Council approved of a contract with Cemetery Information Management Systems (CIMS) in the amount not to exceed \$40,000.00 for data collection and creation of public search portal for the Jefferson Cemetery.

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

On motion by Sloan, second by Jackson, the Council approved to amend the Economic Development Forgivable Loan agreement for VFW Post 9599 by \$9,300.00 for additional roof replacement expenses.

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

On motion by Ahrenholtz, second by Wetrich, the Council approved of contract with Water Tower Experts (Maguire Iron, Inc.) of \$9,920.00 for repairs to Jefferson water tower.

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

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

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

The following bills were approved by payment from City funds:

| | | |
|---------------------------|-------------------------|-----------|
| A1 AUTOMOTIVE | VEH MAINT | 748.56 |
| ABBY HOFFMAN | RN REF | 95.00 |
| ABC PEST CONTROL | PEST CONTROL | 435.75 |
| ACCESS SYST LEASING | CPIER LSE | 1,491.26 |
| ACCO UNLIMITED CORP | WA CHEM | 4,376.00 |
| ADVANCED WASTE SOLUTIONS | GCRSE PORT TOIL | 105.00 |
| AFLAC | AFLAC INS W/H | 17.68 |
| AG SOURCE COOP SERV | SW TSTG | 952.00 |
| ALLIANT ENERGY | UTILITIES | 29,963.43 |
| AMANDA COLLINS | WA DEP REF | 29.73 |
| ASCAP | MUSIC FEE | 18.42 |
| ATURA ARCHITECTURE | ARCHITEC FAMILY RESTRMS | 8,560.00 |
| BAKER & TAYLOR INC. | LB MOVIES | 2,477.15 |
| BMI | HOT/MOT MUSIC FEE | 391.00 |
| BOLTON & MENK INC | ENG | 78,235.47 |
| BOMGAARS | SUPP | 2,562.97 |
| BREADEAUX PIZZA | RN PIZZA | 132.00 |
| BRIAN HUGHES | WA DEP REF | 103.66 |
| C&D MASONRY INC | AIRTEMP BLDG | 46,785.00 |
| CAMPBELL SUPPLY CO | PK SUPP | 299.00 |
| CARD SERVICE CENTER | CREDIT CARD | 2,547.18 |
| CARROLL CO SOLID WASTE | RC MARKTG FEES | 1,546.35 |
| CARROLL HYDRAULICS CO INC | GCRSE MAINT | 123.94 |
| CHASTITY HERRIDGE | WA DEP REF | 45.24 |
| CINTAS CORP | FIRST AID | 386.14 |
| CLEANING SOLUTIONS INC. | RN CLEAN | 2,268.00 |
| COBRAHELP | PA FEE | 20.00 |

Cigarette/Tobacco/Nicotine/Vapor Permit July 1, 2022- June 30, 2023

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

Wild Rose Jefferson LLC

APPLICATION FOR
FIREWORKS PERMIT

The undersigned,

Name: Wild Rose Casino & Hotel

Address: 777 Wild Rose Drive, Jefferson, Ia 50129

Telephone: 515-386-7777

hereby applies pursuant to the provisions of the Iowa Code for a permit
to display fireworks at 777 Wild Rose Drive, Jefferson, Iowa

such permit to be effective from July 4, 2022

to July 5, 2022. If this application is approved
the undersigned agrees to faithfully observe all applicable laws
governing the use of fireworks.

Date: May 9, 2022

Tom Heater, Security/Facility Manager



CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2022 - AMENDMENT # 1

To the Auditor of GREENE County, Iowa:

The City Council of JEFFERSON in said County/Counties met on 05/24/2022 05:30 PM, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. Thereupon, the following resolution was introduced.

RESOLUTION No. 31-22

A RESOLUTION AMENDING THE CURRENT BUDGET FOR FISCAL YEAR ENDING JUNE 2022

(AS LAST CERTIFIED OR AMENDED ON 04/27/2021)

Be it Resolved by the Council of City of JEFFERSON

Section 1. Following notice published/posted 05/05/2022 and the public hearing held 05/24/2022 05:30 PM the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at the hearing:

| REVENUES & OTHER FINANCING SOURCES | | Total Budget as Certified or Last Amended | Current Amendment | Total Budget After Current Amendment |
|--|-----------|--|--------------------------|---|
| Taxes Levied on Property | 1 | 2,230,354 | 0 | 2,230,354 |
| Less: Uncollected Delinquent Taxes - Levy Year | 2 | 0 | 0 | 0 |
| Net Current Property Tax | 3 | 2,230,354 | 0 | 2,230,354 |
| Delinquent Property Tax Revenue | 4 | 0 | 0 | 0 |
| TIF Revenues | 5 | 0 | 0 | 0 |
| Other City Taxes | 6 | 335,743 | 232,000 | 567,743 |
| Licenses & Permits | 7 | 23,825 | 11,000 | 34,825 |
| Use of Money & Property | 8 | 107,775 | 4,000 | 111,775 |
| Intergovernmental | 9 | 665,986 | 306,671 | 972,657 |
| Charges for Service | 10 | 3,362,641 | 198,838 | 3,561,479 |
| Special Assessments | 11 | 0 | 0 | 0 |
| Miscellaneous | 12 | 0 | 42,758 | 42,758 |
| Other Financing Sources | 13 | 0 | 0 | 0 |
| Transfers In | 14 | 1,533,371 | 0 | 1,533,371 |
| Total Revenues & Other Sources | 15 | 8,259,695 | 795,267 | 9,054,962 |
| EXPENDITURES & OTHER FINANCING USES | | | | |
| Public Safety | 16 | 1,496,366 | 31,600 | 1,527,966 |
| Public Works | 17 | 96,724 | 149,631 | 246,355 |
| Health and Social Services | 18 | 5,000 | 0 | 5,000 |
| Culture and Recreation | 19 | 1,251,824 | 87,237 | 1,339,061 |
| Community and Economic Development | 20 | 2,004,213 | 0 | 2,004,213 |
| General Government | 21 | 368,197 | 25,000 | 393,197 |
| Debt Service | 22 | 480,873 | 504,000 | 984,873 |
| Capital Projects | 23 | 0 | 0 | 0 |
| Total Government Activities Expenditures | 24 | 5,703,197 | 797,468 | 6,500,665 |
| Business Type/Enterprise | 25 | 3,061,585 | 130,000 | 3,191,585 |
| Total Gov Activities & Business Expenditures | 26 | 8,764,782 | 927,468 | 9,692,250 |
| Transfers Out | 27 | 1,533,371 | 0 | 1,533,371 |
| Total Expenditures/Transfers Out | 28 | 10,298,153 | 927,468 | 11,225,621 |
| Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out | 29 | -2,038,458 | -132,201 | -2,170,659 |
| Beginning Fund Balance July 1, 2021 | 30 | 11,811,721 | 0 | 11,811,721 |
| Ending Fund Balance June 30, 2022 | 31 | 9,773,263 | -132,201 | 9,641,062 |

Explanation of Changes: Revenue changes are due to property tax backfill, use of service fees, use of licenses and permits, and American Rescue Act Funds. Expenditure changes are due to decrease and increase of need of items, such as: Fire Drills, Street Repairs, Principal Bond Payment, Maintenance of Building, Grounds, and Equipment.

05/24/2022

City Clerk/Administrator Signature of Certification

Adopted On

Mayor Signature of Certification

| | Budgeted | Amendment | Difference | Fund | Department | Line | Description | Dept Head |
|--------------------------|------------------|------------------|----------------|------|-----------------|----------------|-------------------------------|-----------|
| DOM- Revenues | | | | | | | | |
| Other City Taxes | 138,000 | 190,000 | 52,000 | 1 | GF-Non Program | 4-0000-4-4162 | Casino Revenues | Mike P |
| Licenses & Permits | 10,000 | 21,000 | 11,000 | 1 | GF-Non Program | 4-0000-1-4220 | Building/Construction Permits | Chad S |
| Charges for Service | 1,000 | 4,000 | 3,000 | 1 | GF- Non-Program | 4-0000-1-4551 | Mow/Snow Properties | Chad S |
| Miscellaneous Revenues | 10,000 | 17,000 | 7,000 | 1 | GF- Police | 4-1010-1-4712 | Academy Repayment | Mark C |
| Miscellaneous Revenues | 1,000 | 2,178 | 1,178 | 1 | GF- Fire | 4-1050-1-4711 | Miscellaneous | Jack W |
| Charges for Service | 6,000 | 11,500 | 5,500 | 1 | GF-Recreation | 4-4040-1-4502 | Recreation Daily Fees | Denny H |
| Charges for Service | 500 | 1,500 | 1,000 | 1 | GF-Recreation | 4-47040-1-4704 | Credit Card Fees | Denny H |
| Charges for Service | 2,500 | 6,000 | 3,500 | 1 | GF-Recreation | 4-4040-1-4755 | Recreation Concessions | Denny H |
| Miscellaneous Revenues | 1,000 | 7,460 | 6,460 | 1 | GF-Recreation | 4-4040-2-4705 | Recreation Donations | Denny H |
| Charges for Service | 500 | 1,000 | 500 | 1 | GF- Pool | 4-4045-4-4320 | Facility Rental | Denny H |
| Charges for Service | 15,000 | 24,265 | 9,265 | 1 | GF-Cemetery | 4-4050-1-4503 | Cemetery Grave Openings | Dave M |
| Charges for Service | 5,000 | 7,000 | 2,000 | 1 | GF-Cemetery | 4-4050-1-4741 | Sale of Cemetery Lots | Dave M |
| Miscellaneous Revenues | 3,000 | 4,845 | 1,845 | 110 | RUT | 4-2010-2-4711 | Miscellaneous | Dave M |
| Other City Taxes | 450,000 | 630,000 | 180,000 | 121 | LOST | 4-0000-4-4191 | Local Option Sales Tax | Mike P |
| Miscellaneous Revenues | 9,000 | 18,325 | 9,325 | 125 | TIF | 4-5020-1-4310 | Heartland Bank Rental | Mike P |
| Miscellaneous Revenues | 10,800 | 27,750 | 16,950 | 125 | TIF | 4-5020-1-4311 | Welch Avenue LLC Rental | Mike P |
| Use of Money & Property | 2,000 | 6,000 | 4,000 | 141 | Cem Perm Care | 4-4050-1-4740 | Cem Perm Care | Mike P |
| Intergovernmental | 0 | 306,671 | 306,671 | 410 | CIP | 5-6050-4-4400 | ARPA funds | Mike P |
| Charges for Fees & Serv. | 993,928 | 1,039,500 | 45,572 | 610 | Wastewater | 4-8015-1-4510 | | Dave M |
| Charges for Fees & Serv. | 325,849 | 435,350 | 109,501 | 670 | Sanitation | 4-8040-1-4513 | | Dave M |
| Charges for Fees & Serv. | 147,000 | 160,000 | 13,000 | 671 | Recycling | 4-8041-1-4500 | | Dave M |
| Charges for Fees & Serv. | 20,000 | 23,000 | 3,000 | 660 | Airport | 4-80351-4312 | Rental | Mike P |
| Charges for Fees & Serv. | 28,000 | 31,000 | 3,000 | 660 | Airport | 4-8035-1-4310 | Cash Rent on Farm Land | Mike P |
| TOTAL | 2,180,077 | 2,975,344 | 795,267 | | | | | |

| | |
|-------------------------|---------|
| Other City Taxes | 232,000 |
| Licenses & permits | 11,000 |
| Use of Money & Property | 4,000 |
| Intergovernmental | 306,671 |
| Charges for Services | 198,838 |
| Miscellaneous | 42,758 |
| 795,267 | |

| DOM- Expenditures | Budgeted | Amendment | Difference | Fund | Department | Line | Description | |
|---------------------------|------------------|------------------|----------------|------|--------------|--------------|--------------------------------|--------|
| Business Type/Enterprises | 155,000 | 220,000 | 65,000 | 121 | LOST | 5-2010-63980 | LOST- Seal coating of Mulberry | Dave M |
| Debt Service | 0 | 4,000 | 4,000 | 121 | LOST-GCRSE | 5-5048-63100 | Clubhouse Updates | Elijah |
| Public Safety | 26,000 | 51,000 | 25,000 | 1 | GF-Fire | 5-1050-60650 | Co-op fire | Jack W |
| Public Safety | 2,364 | 4,464 | 2,100 | 1 | GF-Fire | 5-1050-61100 | Co-op fire | Jack W |
| Public Safety | 2,500 | 3,500 | 1,000 | 1 | GF- Fire | 5-1050-63310 | Higher prices | Jack W |
| Public Safety | 1,500 | 5,000 | 3,500 | 1 | GF-Fire | 5-105067290 | | Jack W |
| Debt Service | 480,873 | 980,873 | 500,000 | 200 | Debt Service | | TIF to Debt Service | Mike |
| Public Works | 139,420 | 239,000 | 99,580 | 110 | RUT | 5-2010-60100 | | Dave |
| Public Works | 96,820 | 116,820 | 20,000 | 110 | RUT | 5-2030-63710 | Street Lighting Utilities | Dave |
| Public Works | 11,616 | 18,000 | 6,384 | 1 | GF- RUT | 5-2010-61100 | | Dave |
| Public Works | 14,333 | 31,000 | 16,667 | 1 | GF- RUT | 5-2010-61300 | | Dave |
| Public Works | 71,513 | 78,513 | 7,000 | 1 | GF- RUT | 5-2010-61500 | | Dave |
| Culture & Recreation | 61,413 | 66,000 | 4,587 | 1 | GF- CEM | 5-4050-60100 | Pay Dave Davis out | Dave |
| Culture & Recreation | 54,918 | 60,668 | 5,750 | 1 | GF-Parks | 5-4030-60100 | D. Onken to Lead | Dave |
| Culture & Recreation | 5,000 | 8,000 | 3,000 | 1 | GF- GCRSE | 5-4048-63310 | | Dave |
| Culture & Recreation | 4,500 | 16,000 | 11,500 | 1 | GF- GCRSE | 5-4048-63320 | | Dave |
| Culture & Recreation | 5,400 | 6,800 | 1,400 | 1 | GF-GCRSE | 5-4048-63730 | | Elijah |
| Culture & Recreation | 54,700 | 85,700 | 31,000 | 1 | GF- Rec | 5-4040-60100 | Nathan + Denny Salary | Denny |
| Culture & Recreation | 25,000 | 32,000 | 7,000 | 1 | GF- Rec | 5-4040-61500 | | Denny |
| Culture & Recreation | 4,000 | 7,000 | 3,000 | 1 | GF- Rec | 5-4040-64020 | | Denny |
| Culture & Recreation | 15,000 | 17,000 | 2,000 | 1 | GF- Rec | 5-4040-64170 | | Denny |
| Culture & Recreation | 500 | 18,500 | 18,000 | 1 | GF- Rec | 5-4040-65990 | Disk Golf Expenditures | Denny |
| Business Type/Enterprises | 25,000 | 90,000 | 65,000 | 660 | Airport | 5-8035-63100 | Airport Improvements | Mike |
| General Government | 35,500 | 46,000 | 10,500 | 1 | GF- Admin | 5-6020-60100 | | Mike |
| General Government | 3,500 | 4,500 | 1,000 | 1 | GF-Admin | 5-6020-61300 | | Mike |
| General Government | 13,000 | 17,500 | 4,500 | 1 | GF- Admin | 5-6020-61500 | | Mike |
| General Government | 2,500 | 11,500 | 9,000 | 1 | GF-Admin | 5-6900-64140 | | Mike |
| TOTAL | 1,296,370 | 2,210,338 | 927,468 | | | | | |

| | |
|--------------------------|---------|
| Public Safety | 31,600 |
| Public Works | 149,631 |
| Health & Social Services | 0 |
| Culture & Recreation | 87,237 |
| Community & Econ Dev | 0 |
| General Government | 25,000 |
| Debt Service | 504,000 |
| Business Type/Enterprise | 130,000 |
| 927,468 | |

RESOLUTION NO. _____

A RESOLUTION APPROVING PURCHASE AGREEMENT
FOR PROPERTY AT 307 NORTH WILSON AVE

WHEREAS, a real estate purchase and sale agreement (the “**Purchase Agreement**”) providing for the acquisition of property owned by John Copeland at 307 N. Wilson Ave. and described as follows (the “**Property**”):

Lot 19, Except the South 30 feet, and Except the East 27 feet of the S ½ of Lot 19; and Lot 20, Except the South 30 feet; and the W ½ of the N ½ of the vacated alley between Lots 18 and 19; all in Block 5, Original Town (now City) of Jefferson, Greene County, Iowa;

is before this Council, which Purchase Agreement has been signed by the Seller and by the Mayor on behalf of the City, subject to this Council’s approval; and

WHEREAS, the Purchase Agreement provides for the transfer of the Property to the City in as is-where is condition for \$5,000.00 with the Seller to assume abstracting costs; the purchase price to be prorated at closing based on the outstanding taxes which will be paid by the City either at closing out of the purchase price or prior to closing if closing occurs after May 31, 2022; and which is subject to the right of the City to conduct inspections on the Property, including environmental inspections, before accepting the Property; and

WHEREAS, it has been determined that the acquisition of this property would be in conformity with the City’s goal of encouraging and assisting with the preservation and rehabilitation of properties and beautification of the City; and

WHEREAS, the City Council finds that it is in the best interests of the City of Jefferson that the City proceed with the acquisition of the Property in accordance with the terms of the proposed Purchase Agreement.

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

Section 1. The Purchase Agreement providing for the acquisition of the Property is approved.

Section 2. The Mayor, City Administrator and City Clerk are authorized to take such further action as may be necessary to carry out the intent and purpose of this resolution.

Section 3. All resolutions and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby repealed, and this resolution shall be in full force and effect immediately upon its adoption and approval.

Passed and approved on May 24, 2022.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

REAL ESTATE PURCHASE AGREEMENT

This Agreement is dated May 13, 2022 and entered into by and between John S. Copeland, 938 Hackey Ave., Des Moines, IA 50315 (“**Seller**”), and the City of Jefferson, an Iowa municipal corporation, 220 N. Chestnut, Jefferson, IA 50129 (“**Buyer**”).

The parties agree as follows:

1. **PROPERTY.** The undersigned Buyer hereby offers to purchase, and the undersigned Seller agrees to sell, certain real property situated in Jefferson, Iowa, locally known as 307 N. Wilson Ave., Jefferson, Iowa, and legally described as:

Lot 19, Except the South 30 feet, and Except the East 27 feet of the S ½ of Lot 19; and Lot 20, Except the South 30 feet; and the W ½ of the N ½ of the vacated alley between Lots 18 and 19; all in Block 5, Original Town (now city) of Jefferson, Greene County, Iowa;

together with all easements and servient estates appurtenant thereto and all improvements situated thereon, subject to easements for public utilities and streets, subject to zoning restrictions, and subject to such other easements, covenants, restrictions, and reservations as Buyer may approve, all of which is referred to as the “**Property**.”

2. **PURCHASE PRICE.** The Purchase Price shall be \$5,000.00, which shall be paid to the Seller at closing.

3. **REAL ESTATE TAXES.** Seller shall be responsible for all unpaid real estate taxes and interest thereon, if any, as of the date of closing. Buyer will be responsible for real estate taxes commencing with the payment due in October 2022, and subsequent thereto.

4. **SPECIAL ASSESSMENTS.** Responsibility for all charges for solid waste removal, sewage and maintenance that are attributable to Seller’s possession, including those for which assessments arise after closing, shall be assumed by Buyer. Buyer shall pay all other special assessments or installments not payable by Seller.

5. **RISK OF LOSS AND INSURANCE.** Seller shall bear the risk of loss or damage to the Property prior to closing or possession, whichever first occurs. Seller agrees to maintain existing insurance coverage, if any, and Buyer may purchase additional insurance. In the event of substantial damage or destruction prior to closing, this Agreement shall be null and void; provided, however, Buyer shall have the option to complete the closing and receive insurance proceeds regardless of the extent of damages. The Property shall be deemed substantially damaged or destroyed if it cannot be restored to its present condition on or before the closing date.

6. **POSSESSION AND CLOSING.** If Buyer and Seller timely perform all obligations, possession of the Property shall be delivered to Buyer at Buyer’s discretion following the completion of its due diligence under this Agreement, and any adjustments of rent, insurance,

interest and all charges attributable to the Seller's possession shall be made as of the date of possession. Closing shall occur after the approval of title by Buyer and vacation of the Property by Seller, but prior to possession by Buyer. If possession is given on a day other than closing, the parties shall make a separate agreement with adjustments as of the date of possession. This transaction shall be considered closed upon the filing of the title transfer documents and receipt of all funds due at closing from Buyer under the Agreement. Notwithstanding anything in this Agreement, at the option of the Buyer, closing may be conditioned upon the Jefferson City Council voting in favor of the Buyer's acquisition of the Property.

7. **FIXTURES.** Included with the Property shall be all fixtures that integrally belong to, are specifically adapted to or are a part of the real estate, whether attached or detached.

8. **CONDITION OF PROPERTY.** The Property as of the date of this Agreement, including buildings, grounds, and all improvements, will be preserved by the Seller in its present condition until possession, ordinary wear and tear excepted.

Seller agrees to permit Buyer to inspect the Property at its discretion following the execution of this Agreement up to and including the date of closing. Seller's agreement to permit Buyer to take samples and bring in third-parties for purposes of inspecting the structure located on the Property. Buyer agrees that it shall be liable for damage caused to the Property while it is inspecting the Property. Seller shall provide Buyer a copy of keys to the Property so that a timeline inspection can occur, and Buyer expressly warrants that it shall not make copies of said keys to the Property until closing has been held.

Buyer may, at its sole expense, have the Property inspected by a person or persons of their choice to determine if there are any structural, mechanical, plumbing, electrical, environmental, or other deficiencies. Buyer may notify in writing the Seller of any deficiency. In the event that deficiencies are found by the Buyer prior to closing, in lieu of moving forward with completion of the transaction, it may notify Seller in writing that this Agreement is thereby null and void.

Seller shall remove all personal property they desire to keep and retain from the Property prior to Closing. All parties hereto understand that the structure situated on the Property is to be razed in furtherance of city beautification, and therefore the Seller shall take notice that any personal property needs to be removed within the aforementioned timeframe or risk being forever destroyed in the razing of the structure.

9. **ABSTRACT AND TITLE.** Seller shall obtain an abstract of title to the Property, or Report of Title at its option, continued through the date of this Agreement, and deliver it to Buyer's attorney for examination. It shall show marketable title in Seller in conformity with this Agreement, Iowa law, and title standards of the Iowa State Bar Association. The Seller shall make every reasonable effort to promptly perfect title. If closing is delayed due to Seller's inability to provide marketable title, this Agreement shall continue in force and effect until either party rescinds the Agreement after giving ten days written notice to the other party. If the Seller rescinds the Agreement, he shall immediately repay to Buyer any funds provided to Seller under this Agreement. The abstract shall continue to be the property of Buyer both prior to and after closing.

10. SURVEY. Buyer may, at Buyer's expense prior to closing, have the property surveyed and certified by a registered land surveyor. If the survey shows an encroachment on the Property or if any improvements located on the Property encroach on lands of others, the encroachments shall be treated as a title defect.

11. ENVIRONMENTAL MATTERS.

a. Seller warrants to the best of his knowledge and belief that there are no abandoned wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks located on the Property, the Property does not contain levels of radon gas, asbestos, or urea-formaldehyde foam insulation which require remediation under current governmental standards, and Seller has done nothing to contaminate the Property with hazardous wastes or substances. Seller warrants that the Property is not subject to any local, state, or federal judicial or administrative action, investigation or order, as the case may be, regarding wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks. Seller shall also provide Buyer with a properly executed Groundwater Hazard Statement showing no wells, private burial sites, solid waste disposal sites, private sewage disposal system, hazardous waste and underground storage tanks on the Property, if required by law. Further, Seller shall indemnify and hold harmless Buyer from any liability stemming from Seller's ownership of the Property, including but not limited to penalties and costs associated with environmental laws and regulations.

b. Buyer may, at its expense and prior to closing, obtain a report from a qualified engineer or other person qualified to analyze the existence or nature of any hazardous materials, substances, conditions or wastes located on the Property. In the event any hazardous materials, substances, conditions or wastes are discovered on the Property, Buyer may declare this Agreement null and void, at which time Seller shall immediately refund to Buyer any payments made to Seller under this Agreement. However, in the event Buyer desires to incur expenses in order to remediate or cure environmental hazards at the Property, Seller agrees to use its best efforts to assist Buyer in curing the defects, except that Buyer shall not be required to pay funds directly to Buyer or a third-party in furtherance of its assistance. The expense of any action necessary to remove or otherwise make safe any hazardous material, substances, conditions or waste shall be paid by Buyer, subject to Buyer's right to cancel this Agreement as provided above.

12. DEED. At closing, Seller shall convey the Property to Buyer by General Warranty Deed, free and clear of all liens, restrictions, and encumbrances except as provided in this Agreement. General warranties of the title shall extend to the time of delivery of the deed excepting liens and encumbrances suffered or permitted by Buyer.

13. LIENS. Buyer specifically does not assume or take subject to a lien on the Property, unless otherwise agreed to in writing signed by the parties.

14. REMEDIES OF THE PARTIES. If Buyer fails to timely perform this Agreement, Seller may forfeit it as provided in the Iowa Code (Chapter 656), and all payments made shall be forfeited. Thereafter this Agreement may be foreclosed in equity and the Court may appoint a receiver. If Seller fails to timely perform this Agreement, Buyer has the right to have all payments made returned to it. Buyer and Seller are also entitled to utilize any and all other remedies or actions at law or in equity available to them, and the prevailing parties shall be entitled to obtain judgment for costs and attorney fees.

15. NOTICE. Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery or mailed by regular U.S. mail, addressed to the parties at the addresses provided herein. In addition, Seller shall also send a copy of any notice to Buyer's attorney: David F. Morain, Hoyt, Morain & Hommer, P.C., 101 N. Grimmell Rd., Jefferson, IA 50129.

16. GENERAL PROVISIONS. In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interest of the parties. This Agreement shall survive the closing. This Agreement contains the entire agreement of the parties and shall not be amended except by a written instrument duly signed by Seller and Buyer. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context. This Agreement may be executed by facsimile or photocopied signature at the discretion of the parties, which signature shall carry the full force of an original signature. This Agreement may be entered into in more than one part, for which the combined parts shall be treated as an original.

17. NO REAL ESTATE AGENT OR BROKER. Neither party has used the service of a real estate agent or broker in connection with this transaction.


18. CERTIFICATION. Buyer and Seller each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to my breach of the foregoing certification.

19. INSPECTION OF PRIVATE SEWAGE DISPOSAL SYSTEM. Seller represents and warrant to Buyer that the Property is not served by a private sewage disposal system, and there are no known private sewage disposal systems on the property.

BUYER

SELLER

CITY OF JEFFERSON, IOWA

By: 

Matt Gordon, Mayor

John S Copeland

John S. Copeland

Attest: 

Roxanne Gorsuch, City Clerk

AIRPORT STATE FUNDING APPLICATION CHECKLIST

Please attach the following documents with your application.

- Airport State Funding Application Checklist
- Project data sheet, including a detailed cost breakdown. Use one for each project.
- City/Sponsor resolution that endorses the project and certifies availability of matching funds.
- Five-Year Capital Improvement Program (CIP)
- Verification that project is identified in a current airport layout plan (ALP) on file with the Iowa Department of Transportation's Aviation Bureau (when applying for new construction of buildings or airfield expansion).
- Pavement maintenance program (verify the use of the pavement maintenance program provided by the Iowa DOT or similar program when applying for pavement preservation or reconstruction).
- Verification that you have an airport security plan on file with the Iowa DOT's Aviation Bureau (when applying for airport security projects).
- Protective land use zoning and/or planning (please answer the following).
 - Height zoning Yes Date adopted _____ No Pending
 - Land use planning/zoning Yes Date adopted _____ No Pending
 - Comprehensive plan adopted with airport land use included Yes No Pending
 - Other (please explain) _____
- Provide verification that you have either updated the www.basedaircraft.com website or submitted based aircraft N - numbers to the Iowa DOT's Aviation Bureau.
- Minority Impact Statement (Iowa DOT Form 1051010).

Send **one signed** copy of the application materials to the address listed below.

Please mail, fax, or email the signed application to: Shane.Wright@lowadot.us



AIRPORT STATE FUNDING APPLICATION

Airport Name: Jefferson Municipal Airport

Airport Sponsor Name: City of Jefferson, Iowa

Contact Person: Michael Palmer Title: City Administrator

Address: 220 N. Chestnut Street

City: Jefferson State: IA ZIP Code: 50129

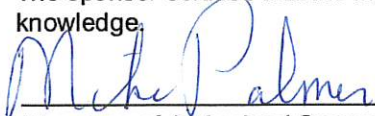
Daytime Phone: 515-386-3111 E-mail: michaelp@cityofjeffersoniowa.org

FAX: N/A

| Project Description: If applying for more than one project, list in order of priority. A separate project application data sheet is needed for each project. | Project Type | Total Project Amount | State Amount Requested | Percent State Share |
|---|---------------------|-----------------------------|-------------------------------|----------------------------|
| Hangar Approach Paving (Priority 1) | AIP | \$310,000.00 | \$263,500.00 | 85% |
| Hangar Foundations and Floor (Priority 1) | GAVI | \$375,000.00 | \$300,000.00 | 80% |
| Fuel System Improvements (Priority 2) | AIP | \$490,000.00 | \$416,500.00 | 85% |
| | | | | NaN |
| | | | | NaN |

| | | |
|--|---------------------------|------------------|
| Windsocks: Orders may be placed using this form or by calling 515-239-1468. | Indicate quantity needed. | |
| | _____ 18" x 96" | _____ 36" x 144" |

The sponsor certifies that the information contained in this application is accurate and complete to the best of his/her knowledge.


Signature of Authorized Sponsor's Representative

City Administrator
Title

Michael Palmer
Typed Name

Date: May 24, 2022

Please mail, FAX, or e-mail the signed application to: Shane.Wright@lowadot.us



**FIVE-YEAR AIRPORT
CAPITAL IMPROVEMENT PROGRAM (CIP)**
Attach additional sheets if necessary.

Airport name, LOCID, city, state Jefferson Municipal, EFW, Jefferson, Iowa

Prepared by Bolton and Menk Sponsor's email michaelp@cityofjeffersoniowa.org

Date prepared 05/12/2022 Sponsor's signature _____

Sponsor's phone (515) 386-3111 Printed name Michael Palmer

| FY | Detailed project/scope description | Funding source | Total estimated cost |
|------|--|--|----------------------|
| 2023 | Hangar Approach Paving (Iowa DOT Funded) | Federal \$ State \$263,500 Local \$46,500 Total \$310,000 | |
| 2023 | Hangar Foundations and Floor (Iowa DOT Funded) | Federal \$ State \$300,000 Local \$75,000 Total \$375,000 | |
| 2023 | Fueling System Improvements (Iowa DOT Funded) | Federal \$ State \$416,500 Local \$73,500 Total \$490,000 | |
| 2025 | New Vault and Electrical Equipment | Federal \$270,000 State \$ Local \$30,000 Total \$300,000 | |
| 2026 | Runway Crack and Joint Sealing | Federal \$330,000 State \$ Local \$36,667 Total \$366,667 | |

**AIRPORT STATE FUNDING APPLICATION
PROJECT DATA SHEET**

Print Form

Fiscal year 2023

Submit a separate data sheet for each project.

Airport **Date**

Project type (Check one only.)
 Airport Improvement Program (AIP)
 Commercial Service Vertical Infrastructure (CSVI)
 General Aviation Vertical Infrastructure (GAVI)

Project description
 This project will provide for hangar taxilane and apron paving. As part of the project, the FAA will be providing a grant for the vertical infrastructure, above ground level, for the building.

Engineering firm (If unknown, write unknown.)

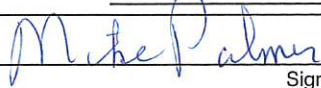
Shown on current Airport Layout Plan (ALP) Yes No **Current ALP date**

Sketch

Project justification
 (Include detailed information and data to support need.)
 Jefferson Municipal Airport is in need of a new hangar. This project will construct the apron/taxilane to access the new hangar. This additional large hangar will provide storage of larger aircraft at the airport and allow for the additional storage of itinerant aircraft . FAA funds will be used in conjunction with Iowa DOT funds for the complete hangar project, and are programmed for FY2023 to construct the vertical portion of the hangar itself.

Detailed cost estimate
 (Attach separate sheet if necessary.)
 See Attached Sheet

| | Amount | Percentage |
|-----------------------|---------------------|-------------|
| Total project cost | <u>\$310,000.00</u> | <u>100%</u> |
| Local share | <u>\$46,500.00</u> | <u>15%</u> |
| Requested state share | <u>\$263,500.00</u> | <u>85%</u> |


Signature

Michael Palmer, City Administrator
Sponsor's title

Please mail, fax, or email the signed application to:

Attn.: Program manager
 Office of Aviation
 Iowa Department of Transportation
 800 Lincoln Way
 Ames, IA 50010

Email:
 Phone: 515-239-1048
 Fax: 515-233-7983

JEFFERSON MUNICIPAL AIRPORT

HANGAR APPROACH PAVING

OPINION OF PROBABLE COST - APRIL, 2022

| ITEM NO. | ITEM | UNIT | TOTAL | UNIT PRICE | TOTAL |
|---|--|------|-------|----------------------|--------------|
| BASE BID | | | | | |
| 1 | MOBILIZATION / MISCELLANEOUS | LS | 1 | \$ 39,290.00 | \$ 39,290.00 |
| 2 | CONSTRUCTION SURVEY | LS | 1 | \$ 3,000.00 | \$ 3,000.00 |
| 3 | TRAFFIC CONTROL | LS | 1 | \$ 3,000.00 | \$ 3,000.00 |
| 4 | SWPPP | LS | 1 | \$ 5,500.00 | \$ 5,500.00 |
| 5 | TREE REMOVAL | EA | 2 | \$ 1,500.00 | \$ 3,000.00 |
| 6 | UNCLASSIFIED EXCAVATION | CY | 50 | \$ 16.00 | \$ 800.00 |
| 7 | UNDER GROUND WATER SERVICE LINE RELOCATION | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 8 | WATER LINE EXTENSION | LS | 1 | \$ 5,000.00 | \$ 5,000.00 |
| 9 | GAS LINE EXTENSION | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 10 | ELECTRICAL EXTENSION | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 11 | REMOVAL OF STORM SEWER PIPE, 15" RCP | LF | 50 | \$ 50.00 | \$ 2,500.00 |
| 12 | STORM SEWER, TRENCHED, 15" RCP | LF | 32 | \$ 80.00 | \$ 2,560.00 |
| 13 | STORM SEWER, TRENCHED, 12" RCP | LF | 80 | \$ 75.00 | \$ 6,000.00 |
| 14 | SW-401, CIRCULAR MANHOLE, 48" | EA | 1 | \$ 6,000.00 | \$ 6,000.00 |
| 15 | INTAKE, SW-512, CASE 1 | EA | 2 | \$ 5,000.00 | \$ 10,000.00 |
| 16 | CONNECTION TO EXISTING STORM STRUCTURE | EA | 2 | \$ 1,000.00 | \$ 2,000.00 |
| 17 | SUBDRAIN, PERFORATED PVC, 4-INCH | LF | 450 | \$ 20.00 | \$ 9,000.00 |
| 18 | SUBDRAIN CLEANOUT | EA | 4 | \$ 1,200.00 | \$ 4,800.00 |
| 19 | SEPARATION GEOTEXTILE | SY | 1,400 | \$ 7.00 | \$ 9,800.00 |
| 20 | AGGREGATE BASE COURSES, 6-INCH | SY | 1,400 | \$ 15.00 | \$ 21,000.00 |
| 21 | PAVEMENT, PCC, 6-INCH | SY | 1,300 | \$ 62.50 | \$ 81,250.00 |
| 22 | PAVEMENT MARKING | LS | 1 | \$ 3,500.00 | \$ 3,500.00 |
| 23 | SEEDING, FERTILIZING, AND MULCHING | AC | 0.50 | \$ 7,000.00 | \$ 3,500.00 |
| 24 | MANHOLE ADJUSTMENT, MINOR | EA | 1 | \$ 500.00 | \$ 500.00 |
| SUBTOTAL: | | | | \$ 252,000.00 | |
| ENGINEERING & CONSTRUCTION ADMINISTRATION: | | | | \$ 58,000.00 | |
| ESTIMATED COST OPINION (AREA 1): | | | | \$ 310,000.00 | |

HANGAR APPROACH PAVING - AIP

JEFFERSON MUNICIPAL AIRPORT

SKETCH

APRIL 2022



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**AIRPORT STATE FUNDING APPLICATION
PROJECT DATA SHEET**

Print Form

Fiscal year 2023

Submit a separate data sheet for each project.

| | | | |
|---|---|-------------|-----------|
| Airport | Jefferson Municipal Airport | Date | 5/13/2022 |
| Project type (Check one only.) | <input type="checkbox"/> Airport Improvement Program (AIP) <input type="checkbox"/> Commercial Service Vertical Infrastructure (CSVI) <input checked="" type="checkbox"/> General Aviation Vertical Infrastructure (GAVI) | | |
| Project description | This project will provide for Hangar Foundations and Floor. As part of the project, the FAA will be providing a grant for the vertical infrastructure, above ground level, for the building. | | |

| | |
|--|---------------------|
| Engineering firm (If unknown, write unknown.) | Bolton & Menk, Inc. |
|--|---------------------|

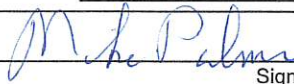
| | | |
|---|---|-------------------------|
| Shown on current Airport Layout Plan (ALP) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Current ALP date |
|---|---|-------------------------|

| | |
|---------------|--|
| Sketch | Attach separate sketch from ALP if applicable. |
|---------------|--|

| | |
|--|--|
| Project justification (Include detailed information and data to support need.) | Jefferson Municipal Airport is in need of an additional hangar. This project will construct the foundations and floor needed for the new hangar. This additional large hangar will all for storage of larger aircraft at the airport and allow for the additional storage of itinerant aircraft. . FAA funds will be used in conjunction with Iowa DOT funds for the complete hangar project |
|--|--|

| | |
|--|--------------------|
| Detailed cost estimate (Attach separate sheet if necessary.) | See Attached Sheet |
|--|--------------------|

| | Amount | Percentage |
|-----------------------|------------|------------|
| Total project cost | 375,000.00 | 100% |
| Local share | 75,000 | 20% |
| Requested state share | 300,000 | 80% |


Signature

Michael Palmer, City Administrator
Sponsor's title

Please mail, fax, or email the signed application to:

Attn.: Program manager
Office of Aviation
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

Email:
Phone: 515-239-1048
Fax: 515-233-7983

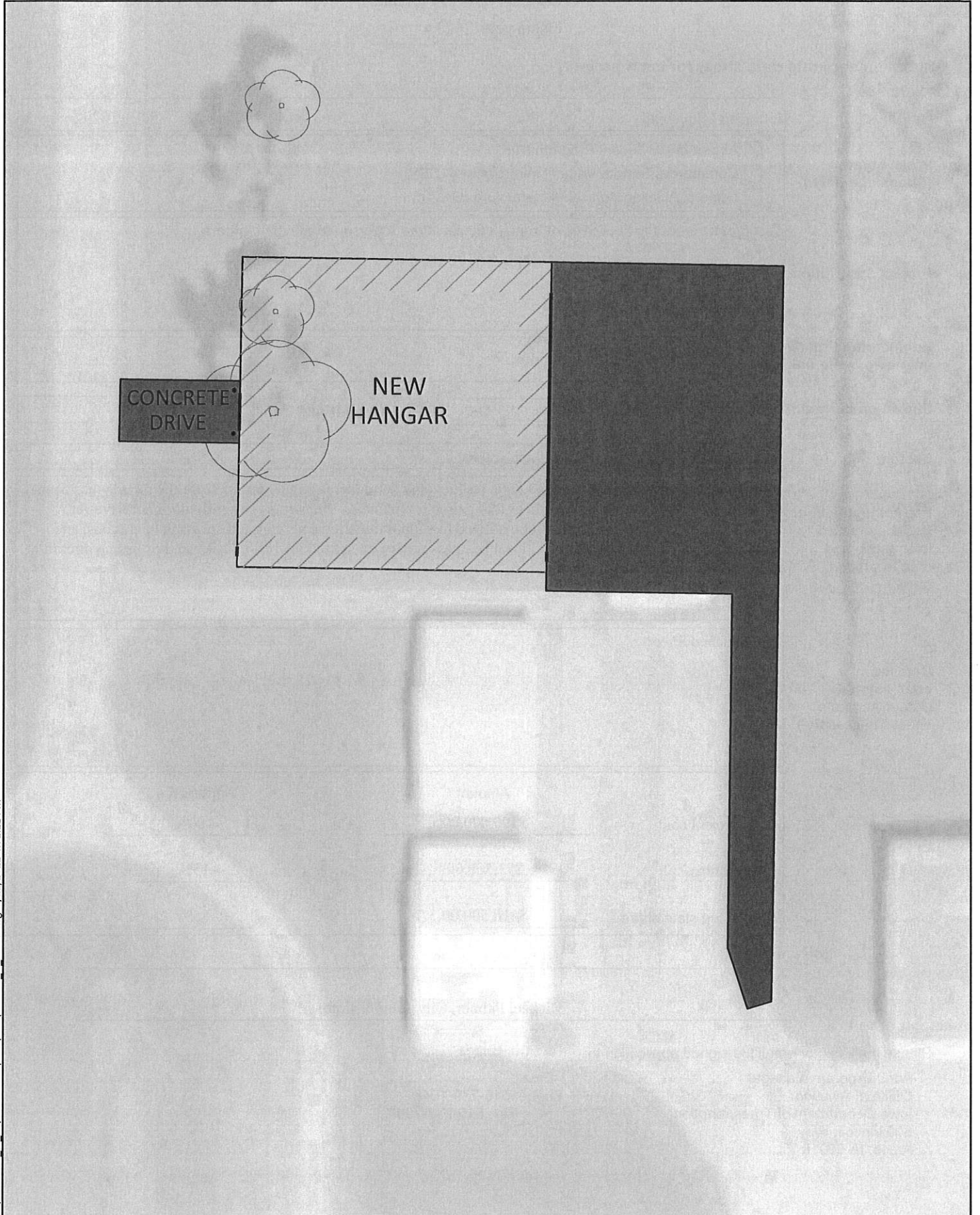
JEFFERSON MUNICIPAL AIRPORT

HANGAR FOUNDATIONS AND FLOOR

OPINION OF PROBABLE COST - APRIL, 2022

| ITEM NO. | ITEM | UNIT | TOTAL | UNIT PRICE | TOTAL |
|-----------------|--|------|-------|---------------|---------------|
| BASE BID | | | | | |
| 1 | MOBILIZATION / MISCELLANEOUS | LS | 1 | \$ 28,600.00 | \$ 28,600.00 |
| 2 | CONSTRUCTION SURVEY | LS | 1 | \$ 3,000.00 | \$ 3,000.00 |
| 3 | SWPPP | LS | 1 | \$ 5,500.00 | \$ 5,500.00 |
| 4 | UNCLASSIFIED EXCAVATION | CY | 50 | \$ 16.00 | \$ 800.00 |
| 5 | UNDER GROUND WATER SERVICE LINE RELOCATION | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 6 | WATER LINE EXTENSION | LS | 1 | \$ 5,000.00 | \$ 5,000.00 |
| 7 | GAS LINE EXTENSION | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 8 | ELECTRICAL EXTENSION | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 9 | SUBGRADE PREPERATION | LS | 1 | \$ 15,000.00 | \$ 15,000.00 |
| 10 | SUBBASE | LS | 1 | \$ 15,000.00 | \$ 15,000.00 |
| 11 | HANGAR FOUNDATIONS, COMPLETE | LS | 1 | \$ 125,000.00 | \$ 125,000.00 |
| 12 | HANGAR FLOOR, COMPLETE | LS | 1 | \$ 80,000.00 | \$ 80,000.00 |
| 13 | SEEDING, FERTILIZING, AND MULCHING | AC | 0.30 | \$ 7,000.00 | \$ 2,100.00 |

SUBTOTAL: \$ 310,000.00
ENGINEERING & CONSTRUCTION ADMINISTRATION: \$ 65,000.00
ESTIMATED COST OPINION (AREA 1): \$ 375,000.00



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**AIRPORT STATE FUNDING APPLICATION
PROJECT DATA SHEET**

Print Form

Fiscal year 2023

Submit a separate data sheet for each project.

| | | | |
|---|---|-------------|-----------|
| Airport | Jefferson Municipal | Date | 5/13/2022 |
| Project type (Check one only.) | <input checked="" type="checkbox"/> Airport Improvement Program (AIP) <input type="checkbox"/> Commercial Service Vertical Infrastructure (CSVI) <input type="checkbox"/> General Aviation Vertical Infrastructure (GAVI) | | |
| Project description | This project is for the Fuel System Improvements at the Jefferson Municipal Airport. | | |

| | |
|--|---------------------|
| Engineering firm (If unknown, write unknown.) | Bolton & Menk, Inc. |
|--|---------------------|

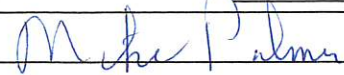
| | | |
|---|---|-------------------------|
| Shown on current Airport Layout Plan (ALP) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Current ALP date |
|---|---|-------------------------|

| | |
|---------------|--|
| Sketch | Attach separate sketch from ALP if applicable. |
|---------------|--|

| | |
|--|---|
| Project justification (Include detailed information and data to support need.) | Jefferson Municipal Airport is in need of a jet fuel tank do to increasing jet traffic since the runway has been extended. This project will provide a 12,000 gallon jet fuel tank. The airport currently does not have Jet A fueling at the airport. Jet Fuel A will be utilized to support both local agricultural spraying operations, and itinerant aircraft. In addition, several local businesses have expressed interest in using and/or basing aircraft at the airport if jet fuel becomes available. |
|--|---|

| | |
|--|--------------------|
| Detailed cost estimate (Attach separate sheet if necessary.) | See Attached Sheet |
|--|--------------------|

| | Amount | Percentage |
|-----------------------|--------------|------------|
| Total project cost | \$490,000.00 | 100% |
| Local share | \$73,500.00 | 15% |
| Requested state share | \$416,500.00 | 85% |



 Signature
 Michael Palmer, City Administrator

 Sponsor's title

Please mail, fax, or email the signed application to:

Attn.: Program manager
Office of Aviation
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

Email:
Phone: 515-239-1048
Fax: 515-233-7983

Jefferson MUNICIPAL AIRPORT

FUEL SYSTEM IMPROVEMENTS

OPINION OF PROBABLE COST - APRIL, 2022

| ITEM NO. | ITEM | UNIT | TOTAL | UNIT PRICE | TOTAL |
|----------|---|------|-------|---|----------------------|
| 1 | MOBILIZATION | LS | 1 | \$ 23,100.00 | \$ 23,100.00 |
| 2 | TRAFFIC CONTROL | LS | 1 | \$ 2,000.00 | \$ 2,000.00 |
| 3 | CONCRETE PAD | SY | 160 | \$ 350.00 | \$ 56,000.00 |
| 4 | BOLLARDS | EA | 14 | \$ 600.00 | \$ 8,400.00 |
| 5 | ELECTRICAL | LS | 1 | \$ 15,000.00 | \$ 15,000.00 |
| 6 | 12,000 GALLON JET FUEL TANK AND CABINET | LS | 1 | \$ 240,000.00 | \$ 240,000.00 |
| 7 | PIPING | LS | 1 | \$ 30,000.00 | \$ 30,000.00 |
| 8 | STARTUP AND SYSTEM TESTING | LS | 1 | \$ 15,500.00 | \$ 15,500.00 |
| | | | | SUBTOTAL: | \$ 390,000.00 |
| | | | | ENGINEERING & CONSTRUCTION ADMINISTRATION: | \$ 100,000.00 |
| | | | | ESTIMATED COST: | \$ 490,000.00 |



Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grant applications submitted to the State of Iowa that are due beginning Jan. 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism for requiring grant applications to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s). Submit additional pages as necessary.

- The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project.

Indicate which groups are impacted.

Women Persons with a disability Blacks Latinos Asians

Pacific Islanders American Indians Alaskan Native Americans Other _____

- The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project.

Present the rationale for the existence of the proposed program or policy.

Provide evidence of consultation with representatives of the minority groups impacted.

Indicate which groups are impacted.

- Women Persons with a disability Blacks Latinos Asians
 Pacific Islanders American Indians Alaskan Native Americans Other _____

- The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact.

The proposed grant projects (Hangar Foundations and Floor, Hangar Approach Paving, and Fuel System Improvements) is located within the confines of the Jefferson Municipal Airport property boundaries. The Jefferson Municipal Airport is a publicly owned facility. The purpose of the proposed improvements is to benefit all users of the airport facility (including minority persons). There is no indication that proposed improvements will have a disproportionate or unique impact, positive or negative, on minority persons.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Name Michael Palmer

Title City Administrator

Definitions

"Minority Persons," as defined in Iowa Code 8.11, means individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability," as defined in Iowa Code 15.102, subsection 7, paragraph "b," subparagraph (1):

b. As used in this subsection:

(1) "*Disability*" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"*Disability*" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency," as defined in Iowa Code 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.

RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION FOR IOWA DEPARTMENT OF
TRANSPORTATION AIRPOT FUNDING AND CERTIFYING ELIGABILITY REQUIREMENTS

WHEREAS, the City of Jefferson intends to apply for a grant from the Iowa Department of Transportation for partially funding improvements at the Jefferson Municipal Airport further described below:

- Hangar Approach Paving - IDOT AIP Funding
- Hangar Foundations and Floor - IDOT GAVI Funding
- Fuel System - IDOT AIP Funding

WHEREAS, the City of Jefferson has/will budget \$46,500.00 for the Hangar Approach Paving improvement project as matching funds in connection with the application of the grant from the Iowa DOT; and

WHEREAS, if the Hangar Approach Paving improvement project is selected by the Iowa Department of Transportation for funding, a grant would pay 85% of the project cost and the remaining 15% shall be paid from local funds; and

WHEREAS, the City of Jefferson has/will budget \$75,000.00 for the Hangar Foundations and Floor improvement project as matching funds in connection with the application of the grant from the Iowa DOT; and

WHEREAS, if the Hangar Foundations and Floor improvement project is selected by the Iowa Department of Transportation for funding, a grant would pay 80% of the project cost and the remaining 20% shall be paid from local funds; and

WHEREAS, the City of Jefferson has/will budget \$73,500.00 for the Fuel System improvement project as matching funds in connection with the application of the grant from the Iowa DOT; and

WHEREAS, if the Fuel System improvement project is selected by the Iowa Department of Transportation for funding, a grant would pay 85% of the project cost and the remaining 15% shall be paid from local funds; and

WHEREAS the Iowa Department of Transportation requires a resolution endorsing the above-mentioned improvements and certifying availability of matching local funds.

WHEREAS a grant application has been prepared on behalf of the City by Bolton & Menk Inc. for the above-mentioned improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF JEFFERSON, IOWA:

1. City staff are hereby authorized to execute grant application documents as need to apply for the grant from the Iowa DOT for the above-mentioned improvements.
2. City staff are hereby authorized to submit a grant application to the Iowa DOT for the above-mentioned improvements.
3. \$46,500.00 is hereby committed for the Hangar Approach Paving improvement project as the local matching share, subject to receipt of a grant from the Iowa Department of Transportation.
4. \$75,000.00 is hereby committed for the Hangar Approach Paving improvement project as the local matching share, subject to receipt of a grant from the Iowa Department of Transportation.
5. \$73,500.00 is hereby committed for the Fuel System improvement projects as the local matching share, subject to receipt of a grant from the Iowa Department of Transportation.

Passed this 24th day of May 2022 and signed this 24th day of May 2022.

By: _____
Mayor

Attest: _____
City Clerk

JOHN DEERE Z970R ZTrak Pneumatic Tires

Hours: 0
 Stock Number: 808921

Selling Price
\$ 13,700.00

| Code | Description | Qty | Unit | Extended |
|------------------------------------|-----------------------------------|-----|--------------|----------------|
| 2213TC | JOHN DEERE MOWER, Z970R GAS MOWER | 1 | \$ 18,119.00 | \$ 18,119.00 |
| Standard Options - Per Unit | | | | |
| 001A | COUNTRY CODES - US/CANADA | 1 | \$ 0.00 | \$ 0.00 |
| 1037 | 72" PNEUMATIC TIRE | 1 | \$ 0.00 | \$ 0.00 |
| 1506 | 72" DECK | 1 | \$ 0.00 | \$ 0.00 |
| 2093 | SUSP SEAT | 1 | \$ 0.00 | \$ 0.00 |
| Standard Options Total | | | | \$ 0.00 |
| Value Added Services Total | | | | \$ 0.00 |
| Other Charges | | | | |

Confidential

Quote Id: 26606128 Customer: CITY OF JEFFERSON

| | | | |
|---------------------------------|---|-----------|---------------------|
| Setup | 1 | \$ 100.00 | \$ 100.00 |
| Other Charges Total | | | \$ 100.00 |
| Suggested Price | | | \$ 18,219.00 |
| Customer Discounts | | | |
| Customer Discounts Total | | | \$ -4,519.00 |
| Total Selling Price | | | \$ 13,700.00 |

MINUTES

WATER/SEWER, STREET/SANITATION COMMITTEE TUESDAY, MAY 17, 2022, 12:00 NOON JEFFERSON CITY HALL

ATTENDEES: MIKE PALMER, HARRY AHRENHOLTZ, MARTY MURPHY, DAVE MORLAN, JIM LEIDING, MARK CLOUSE, COLTRANE CARLSON, JOYCE RICHARDSON

I. SEWER

- A. Sewer adjustment request for 603 N Wilson – per statement from customer, there was a pipe that broke in basement and water was pumped out into yard by sump pump. Forgiveness of \$295.56 was approved by committee. Will be placed on council agenda for final approval.**

II. WATER

- A. Discussion of Utility Billing was done. Joyce visited Perry Water Works and learned some things that could potentially be beneficial. Many items could possibly cut expenses by far. Joyce to gather more information and present the pros and cons next meeting. Will be placed on next water/sewer committee agenda for June.**
- B. Marty gave update on wells - #4 the pump as dropped 10 more feet and #10 – both wells big water producers for the town. Well #10 cannot be dropped anymore due to it being in bedrock. Marty talked about installing VFD and transducer. With these items, if pumping level gets too low then the VFD will control the motor speed and transducer will keep track of the pump level of water and several other things. Marty to put the wells on a rotation for inspection and acidization. Look for signs of wear and tear and problems that could potentially be fixed before becoming bigger issues.**
- C. VFD's were ordered for pumps at plant. Realistically will pay for itself in 3 or 4 years. Marty is checking into two pressure transmitters for inside the plant. This will be for the backwash blower so the system refrains from getting plugged and the other for water distribution. Automatic Systems quoted \$20,000 for repairs to the water tower but due to inflated materials this may have changed. Marty will give updates when available. Work on the water tower will be for future planning in the next several years.**

III. STREETS/PUBLIC IMPROVEMENTS

- A. East Lincoln Way entry improvement update – Mike has been contacting landowners about planting. He said they are doing a zeroscape approach. Mostly river rock bordered by grass, not much for mulch. Trees Forever planted a few trees but mostly ground cover has been planted. The entry way sign – Mark Devilbiss will be putting in the foundation and doing the brick work once the ideal area has been checked for utility interference.**
- B. Russell Street plan – Jim Leiding updated that the plan will be complete within a few weeks, will go to council in June, bids in July, he said the same for the City Hall front entrance plan. Also, the City Hall front entrance will be closed to persons for possibly several days during this work. There will not be handicap access during this time.**
- C. Dennis Murphy has asked for permission to close the street down in front of the new meat market as he will be having several BBQ places coming in to provide BBQ that day free to the community and he will be providing the meat. Committee agreed to grant him this request.**

IV. SANITATION/RECYCLING

- A. Waste collection to landfill was 207.58 tons**
- B. Recycling collection to Carroll was 23.79 tons**
- C. Commercial recycling will continue to next meeting as Matt Wetrich was not in attendance to discuss updates.**