

AGENDA

COUNCIL MEETING
Tuesday, November 8, 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. 10/25/22 regular Council minutes.
- B. Pay estimate #7 of \$78,249.79 to Jensen Builders, LTD for Greene County Animal Shelter.
- C. Sidewalk reimbursement of \$2,400 for Sloan Plumbing and Heating
- D. Payment of monthly bills

IV. NEW BUSINESS:

- A. Public Hearing on Detailed Plans and Specifications, Form of Contract, and Estimate of Cost for the 2022 Sanitary Sewer CIPP Lining Project.
- B. Consider resolution approving Plans, Specifications for the 2022 Sanitary Sewer CIPP Lining Project.
- C. Consider approval of façade improvement grant application of \$102,544.26 for property located at 100 E. State St.
- D. Consider resolution to write off bad debt for calendar year 2013-14 of \$15,940.53.
- E. Consider resolution approving city depositories
- F. Review of quarterly financials
- G. GCDC Quarterly Report

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 11/8/22

NEW BUSINESS

- A. **Public Hearing on Detailed Plans and Specifications, Form of Contract, and Estimate of Cost for the 2022 Sanitary Sewer CIPP Lining Project**
- B. **Consider resolution approving Plans, Specifications for the 2022 Sanitary Sewer CIPP Lining Project.** Attached
- C. **Consider approval of façade improvement grant application of \$102,544.26 for property located at 100 E. State St.** This grant application would replace the amount of \$89,635 approved by the Council at the 1/11/22 meeting. The difference of \$12,909.26 is being requested for additional costs associated with painting and costs of materials. Application attached
- D. **Consider resolution to write off bad debt for calendar year 2013-14 of \$15,940.53.** Attached
- E. **Consider resolution approving city depositories.** Attached
- F. **Review of quarterly financials.** Brief overview of General and Enterprise revenues and expenses for the first quarter of the 2022-23 fiscal year (July 1 – September 30). Attached
- G. **GCDC Quarterly Report** Attached

COUNCIL MEETING

OCTOBER 25, 2022

5:30 P.M.

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

Mayor Gordon presided.

Kenneth Bose addressed the City Council during open form with his concerns having extra expenses due to sewer line hookup on lot of 407 W Lincoln Way now as 103 S Maple Street he bought from the City of Jefferson to build a new home. Mayor said council will take it back to the committee with a recommendation for November 15, 2022 meeting.

On motion by Wetrich, second by Jackson, the Council approved the following consent items:
October 11, 2022 Council Minutes and sewer adjustment of \$132.53 at property located at 405 N Chestnut Street.

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

This was the time and place for Public Hearing on a Community Development Block Grant from Iowa Economic Development Authority for upper story housing conversion at 100 East State Street. Mayor Gordon called for oral or written comments and there were none. On motion by Sloan, second by Zmolek, the Council closed the Public Hearing.

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

RESOLUTION NO. 67-22

On motion by Wetrich, second by Jackson, the Council approved Resolution No. 67-22, a resolution authorizing CDBG Grant application for 100 East State Street.

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

RESOLUTION NO. 68-22

On motion by Ahrenholtz, second by Sloan, the Council approved Resolution No. 68-22, a resolution authorizing Region XII to administer CDBG Grant funds for 100 East State Street Project contingent upon grant award.

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

On motion by Jackson, second by Ahrenholtz, the Council approved to sign form 2880 for Community Development Block Grant for Upper Story Housing Conversion application at the property located at 100 East State Street, Jefferson, IA.

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

On motion by Jackson, second by Wetrich, the Council approved to sign Federal Assurances form for a Community Development Block Grant for Upper Story Housing Conversion application at the property located at 100 East State Street, Jefferson, IA.

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

This was the time and place for Public Hearing on Plans, Specifications, Form of Contract and Estimate of Costs for the Wastewater Treatment Facility Improvements. Mayor Gordon called for oral or written comments and there were none. On motion by Sloan, second by Wetrich, the Council closed the Public Hearing.

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

RESOLUTION NO. 69-22

On motion by Zmolek, second by Jackson, the Council approved Resolution No. 69-22, a resolution approving Detailed Plans and Specifications, Form of Contract, and Estimate of Cost for the Wastewater Treatment Facility Improvement Project.

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

RESOLUTION NO. 70-22

On motion by Sloan, second by Zmolek, the Council approved Resolution No. 70-22, a resolution setting date for Public Hearing on Detailed Plans and Specifications, Form of Contract, and Estimate of Cost for the 2022 Sanitary Sewer CIPP Lining Project and setting date for receiving bids. A public hearing date has been set for November 8, 2022 at 5:30 p.m.

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

On motion by Ahrenholtz, second by Wetrich, the Council approved the second reading of an ordinance to establish no parking on the north side of Adams Street west of Grimmell.

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

ORDINANCE NO. 616

On motion by Sloan, and second, by Ahrenholtz, the Council waived the third reading and approved the final adoption of an ordinance amending The Code of Ordinances of the City of Jefferson, Iowa, 2008, by adding New Subsections Prohibiting Parking on parts of Adams Street.

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

The annual report with Thomas Jefferson Gardens was held to update the Council on activities.

There being no further business the Council agreed to adjourn at 6:04p.m.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk

AIA[®] Document G702[™] - 1992

Application and Certificate for Payment

TO OWNER: CITY OF JEFFERSON IOWA
220 N CHESTNUT ST
JEFFERSON, IA 50129

PROJECT: Green Countv Animal Shelter
1700 Doreen Wilber Drive
Jefferson, IA 50129

APPLICATION NO: 22014-00007
PERIOD TO: 10/31/2022
CONTRACT FOR: OWNER ARCHITECT CONTRACTOR FIELD OTHER

FROM CONTRACTOR: Jensen Builders LTD
1175 South 32nd Street
Fort Dodge, IA 50501

VIA ARCHITECT: ATURA ARCHITECTURE
912 North 13th Street
Clear Lake, IA 50428

CONTRACT DATE: 11/1/2021
PROJECT NOS: 22-014 /

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703[™], Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$	907,400.00
2. NET CHANGE BY CHANGE ORDERS	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	907,400.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	746,067.55

5. RETAINAGE:

a. 5.0% of Completed Work (Columns D + E on G703)	\$	37,303.37
b. % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$	37,303.37

6. TOTAL EARNED LESS RETAINAGE	\$	708,764.18
(Line 4 minus Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	630,514.39
(Line 6 from prior Certificate)		

8. CURRENT PAYMENT DUE	\$	78,249.79
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$	198,635.82

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$	\$

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Jensen Builders LTD
By: *M. J. Fealey*
State of: Iowa Date: 10/25/22

County of: Webster
Subscribed and sworn to before me this 25th day of October 2022
Notary Public: *Virginia J. Fealey*
My commission expires 3-19-23



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 78,249.79
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: ATURA ARCHITECTURE
By: *[Signature]* Date: Oct. 31, 2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Digitally signed by Mark E. Rosemer
Email: mark@aturarchitect.com, O=Atura
Architecture, CN=Mark E. Rosemer
Date: 2022.10.31 10:32:00-0500

RESOLUTION NO. _____

A Resolution Approving Detailed Plans and Specifications, Form of Contract, and Estimate of Cost for the 2022 Sanitary Sewer CIPP Lining Project

WHEREAS, by its Resolution No. 70-22 adopted on October 25, 2022, the City Council tentatively approved proposed plans and specifications, a proposed form of contract and estimate of cost (the "Contract Documents") for the 2022 Sanitary Sewer CIPP Lining Project (the "Project"), and set a public hearing thereon; and

WHEREAS, notice of that public hearing has been published as required by law and that hearing has been held at the time and place as specified in the notice, and any and all objections or other comments relating to the Contract Documents and the Project have been heard; and

WHEREAS, it is in the best interests of the City of Jefferson that such Contract Documents be approved.

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

Section 1. The Contract Documents referred to above and the Project as provided for in the Contract Documents are hereby finally approved and confirmed.

Section 2. All resolutions and orders, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved on November 8, 2022.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, 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: Why Not Us, LLC Project Name: Centennial Block

Contact Person: Peg Raney Mailing Address: 1732 235th St.

City, State, Zip: Jefferson, IA 50129 Daytime Phone Number: 515-370-0013

Fax: _____ E-mail: billpegraney@gmail.com

Total Project Cost: \$ \$205,088.52 Amount requesting from this grant program: \$ \$102,544.26

Project Address: 100 E State, Jefferson, IA. 50129

Project Description: The Centennial Block Building was under complete rehabilitation with historic preservation strategies and techniques at the forefront of plans. Architect Pete Franks and Westbrooke Construction as the general contractor worked on plans with Why Not Us. The restaurant opened on July 5, 2022 under the new management of Sara Ostrander with a commercial kitchen, a dining room for 44 and two ADA restrooms. Two one- bedroom apartments are planned for the upper story and a CDBG Upper Story Housing grant will be submitted on Nov. 1, 2022 to help with those costs.

The facade took on a new look with the installation of 19 full length windows bringing natural light into both floors. The unique window hoods with the women's faces were recast in concrete with the keystone face and two arches of each hood replaced and the two lower faces painted the trim color. The three more modern window hoods in the front entrance were also painted the trim color. Two entry doors - one to the kitchen area was replaced with a ramp and steps added for safety and the door at

100 East State Street; Jefferson, IA;
Exterior & façade-related expenditures

Description & remarks	Cost
ORIGINAL CONTRACT	
Concrete - repairs at sidewalk and at entry	<i>(removed)</i>
Masonry allowance 90% of costs	\$ 2,250.00
Window hood allowance	\$ 52,500.00
Steel - exterior stairs and sign supports	<i>(removed)</i>
Windows	\$ 96,395.00
Thermal and moisture protection (caulking (50% of costs))	\$ 3,090.00
Subtotal within original contract	\$ 154,235.00
General condition expenses attributable to the above	\$ 15,701.12
GC Overhead and Profit attributed to the above	\$ 12,235.40
Total façade-related expenses within original contract	\$ 182,171.52
CONTINGENCY USE & CHANGE ORDERS	
CO 1/contingency	
Install exterior plywood at entry ceiling	\$ 600.00
CO3	
exterior kitchen door	\$ 8,950.00
exterior paint L&M	\$ 13,367.00
Credit for steel - less than contract allowance	<i>(removed)</i>
TOTAL FAÇADE-RELATED EXPENDITURES	
Total original contract plus change order expenditures	\$ 205,088.52

RESOLUTION NO. _____

A RESOLUTION APPROVING
BAD DEBT WRITE OFF FOR
2013-2014 UTILITIES

WHEREAS, the City of Jefferson has several utility accounts that have become uncollectible;
and

WHEREAS, it is the recommendation of the Finance Committee to write off the uncollectible debts, and the recommendation of the auditor to follow established procedures; and

WHEREAS, the total balance of the uncollectible debt is \$15,940.53 as shown on the attached aging report.

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

Section 1. The accounts shown on the attached report from 2013-2014 are hereby deemed uncollectible, and the total sum of the accounts, being \$15,940.53, is hereby written off as a bad debt.

Section 2. The Mayor, City Administrator, and City Clerk are authorized and directed 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 November 8, 2022.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

RESOLUTION NO.

RESOLUTION AUTHORIZING THE FOLLOWING INSTITUTIONS AS DEPOSITORIES FOR PUBLIC FUNDS FOR THE CITY OF JEFFERSON.

WHEREAS the City of Jefferson may utilize the services of the following banks and financial institutions (Depositories) for the deposit of public funds belonging to the City of Jefferson or coming into its possession. The maximum amount of funds to be deposited in each bank is listed by the bank.

Depositories:	Maximum
HOME STATE BANK	\$15,000,000.00
PEOPLES BANK	\$15,000,000.00
HEARTLAND BANK	\$15,000,000.00

WHEREAS, the Depositories named above are hereby directed to accept and pay without further inquiry and item drawn against any of the City of Jefferson accounts, which bears the signatures of two (2) of the authorized agents, even if drawn or endorsed to the order of the agent signing or tendered by such agent for cashing or in payment of the individual obligation of such agent or for deposit to the agent's personal account. The Depositories shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any items signed in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

WHEREAS, any authorized agent is authorized to endorse alt checks. drafts, notes, or other items payable to or owned by the City of Jefferson for deposit with the Depositories or for collection or discount by the Depositories and to accept drafts and other items payable at the Depositories location.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Jefferson that this Resolution be approved authorizing the following institutions as depositories for public funds for the City of Jefferson.

PASSED AND APPROVED this 8th day of November, 2022.

Matt Gordon, Mayor

ATTEST:

Roxanne Gorsuch, City Clerk

AT A GLANCE FINANCIALS - JULY TO SEPTEMBER 2022 (25%)

GENERAL FUND

This is only a partial List

	FY 22-23 Budget	YTD	Balance	% Rec'd FY 22-23
REVENUES				
PROPERTY TAXES	\$1,203,968.00	\$109,143.13	\$1,094,824.87	9.07%
AG LAND TAXES	\$5,750.00	\$994.43	\$4,755.57	17.29%
CASINO	\$170,000.00	\$43,013.99	\$126,986.01	25.30%
POLICE	\$53,400.00	\$14,207.17	\$39,192.83	26.61%
FIRE (Includes Township)	\$73,597.00	\$10,620.00	\$62,977.00	14.43%
ANIMAL CONTROL	\$6,500.00	\$45.00	\$6,455.00	0.69%
LIBRARY	\$25,600.00	\$6,367.71	\$19,232.29	24.87%
PARK	\$400.00	\$130.00	\$270.00	32.50%
RECREATION	\$317,500.00	\$63,108.39	\$254,391.61	19.88%
SWIMMING POOL	\$136,250.00	\$9,839.48	\$126,410.52	7.22%
GOLF COURSE	\$126,300.00	\$36,658.75	\$89,641.25	29.03%
CEMETERY	\$20,900.00	\$9,759.78	\$11,140.22	46.70%
HOTEL MOTEL- ECON DEV	\$100,000.00	\$34,465.91	\$65,534.09	34.47%
TOTAL REVENUES	\$2,240,165.00	\$338,353.74		
EXPENSES				
POLICE	\$847,450.00	\$218,654.38	\$847,450.00	25.80%
FIRE	\$124,164.00	\$30,278.16	-\$94,490.38	24.39%
ANIMAL CONTROL	\$18,000.00	\$4,270.51	-\$12,278.16	23.73%
LIBRARY	\$326,780.00	\$70,795.58	\$322,509.49	21.66%
PARK	\$133,103.00	\$39,302.69	\$62,307.42	29.53%
RECREATION	\$398,812.00	\$106,123.67	\$359,509.31	26.61%
SWIMMING POOL	\$77,250.00	\$62,657.68	-\$28,873.67	81.11%
GOLF COURSE	\$205,083.00	\$70,956.16	\$142,425.32	34.60%
CEMETERY	\$126,170.00	\$25,008.02	\$55,213.84	19.82%
HOTE MOTEL ECON DEV.	\$100,000.00	\$29,484.36	\$70,515.64	29.48%
TOTAL EXPENSES	\$2,356,812.00	\$657,531.21		

DID YOU KNOW....

100% CITY VALUATION	\$268,446,356	WATER RATE	\$12.45
TAX LEVY	\$1,140,201	SEWER RATE	\$14.90
DEBT LEVY	\$426,202	RECYCLING	\$4.70

ENTERPRISE FUND SUMMARY

	FY 22-23 Budget	YTD	Balance	% Rec'd FY 22-23
REVENUES				
WATER	\$1,357,700.00	\$330,490.45	\$1,027,209.55	24.34%
SEWER	\$1,556,109.00	\$399,372.77	\$1,156,736.23	25.66%
SANITATION	\$548,000.00	\$136,208.31	\$411,791.69	24.86%
RECYCLING	\$223,000.00	\$67,217.74	\$155,782.26	30.14%
AIRPORT	\$130,090.00	\$20,393.89	\$109,696.11	15.68%
TOTAL REVENUES	\$3,814,899.00	\$953,683.16		
EXPENSES				
WATER	\$1,326,228.00	\$232,199.18	\$1,094,028.82	17.51%
SEWER	\$1,535,031.00	\$594,142.70	\$940,888.30	38.71%
SANITATION	\$617,388.00	\$142,673.98	\$474,714.02	23.11%
RECYCLING	\$221,915.00	\$35,428.90	\$186,486.10	15.97%
AIRPORT	\$122,100.00	\$22,362.65	\$99,737.35	18.32%
TOTAL EXPENSES	\$3,822,662.00	\$1,026,807.41		

ROAD USE TAX

	FY 22-23 Budget	YTD	Balance	% Rec'd FY 22-23
REVENUES	\$759,310.00	\$326,056.15	\$433,253.85	42.94%
EXPENSES	\$789,857.00	\$298,707.00	\$491,150.00	37.82%
REVENUES-EXPENSES	-\$30,547.00	\$27,349.15	-\$57,896.15	

LOST

	FY 22-23 Budget	YTD	Balance	% Rec'd FY 22-23
REVENUES	\$555,750.00	\$200,559.45	\$355,190.55	36.09%
EXPENSES	\$631,500.00	\$205,665.24	\$425,834.76	32.57%
REVENUES-EXPENSES	-\$75,750.00	-\$5,105.79	-\$70,644.21	

GREENE COUNTY DEVELOPMENT CORP.
MONTHLY STATUS REPORT- 10/10/22

-Below is the Diversity Project update for September. The RISE grant was submitted in August with a scheduled decision date of September 15. We have not received any news on the grant despite multiple contacts with Federal USDA. We are working through the State USDA office to get some help determining when a final decision will be made. The USDA did confirm that no applicants have been notified yet.

-The focus in September was working with our major employers to prepare them for the addition of new Latino employees. Documentation, procedures, work environment, and other job-related elements were reviewed and modified for future diversity.

-A tour of Jefferson available buildings and sites was conducted for approximately 20 Latino business owners. A bus was rented to bring business owners over from Dennison and Carroll. Other business owners drove in from Storm Lake, Perry, Nebraska, and other locations. The business owners toured ten buildings and sites. A packet of information on the locations, the community, and financial assistance has handed out to each of the participants. There have been several return visits and multiple building owners have been contacted for additional information. The Diversity Project Steering Committee is continuing to work with several members of the tour.

-During August advertising began for open jobs at New Way. The call-in communication system was set up and we are now able to handle responses from potential employees, collect their information and forward the call to the employer. We have received multiple enquiries and interviews are being conducted. Advertising for the major employers will rotate between major employers including AAI, Wild Rose, GCMC and others. The system will be modified depending on the needs of the employers.

very positive. Carlos Arguello provided an update on the Diversity Project. Chris Deal provide updates on his second story housing projects.

-Tours of the New Way facility in Scranton and AAI/Spalding in Jefferson are scheduled for October 6th as part of Manufacturers Day. Teresa Green set up the tours and the turnout is expected to be over 40 students from Greene County schools and the Career Academy.

MEETINGS

-The Diversity Project presented an update to the Board of Supervisors on 10/9. Members of the Steering Committee attended as well as representatives from our major employers. The purpose was to provide the BOS with current efforts and answer questions from the Board. Update meetings will continue periodically.

-GCDC has a scheduled meeting with SBDC to go over their current plans and their support for new businesses in Greene County. They plan to present to the GCDC Full Board during our January meeting.

-GCDC has a scheduled meeting with the State USDA office to discuss help for rural housing projects.

-The 144 Corridor Committee will meet with the GCDC Exec. Board to discuss their plans for housing improvement in the Greene County communities along the Highway 144 corridor. They will also present to the October GCDC Full Board Meeting.

-GCDC attended the monthly Iowa Economic Development Marketing Meeting on August 15. The meeting covered future projects for the IED group. GCDC presented an update on our projects and focused on the Diversity Project and our need for new housing. We also discussed the possibility of 3D housing and our need for transportation support.

-IED has a new regional representative who will be touring Jefferson on November 1 and meet with the GCDC Exec. Board.

-During July the Diversity Project Committee held several meetings with major employers to establish their readiness for new Latino employees and help them

translate employment documents. The meetings were held with New Way, AAI, GCMC and others.

-GCDC provided funding to Chamber/Main Street to translate information about the community into Spanish.

-GCDC made their quarterly funding request to the Jefferson City Council on August 23.

-Congresswomen Cindy Axne toured Jefferson and met with GCDC and other community leaders on September 7. She discussed the need for rural housing.

-Region XII held their annual Summit Meeting at Templeton Distillery on Wednesday, October 5. The event presented a summary of key projects in the region.

Jefferson Public Library

Meeting of the Board of Trustees
Monday, November 7, 2022 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 Reports
 - B. Year-to-Date Monthly Financial Reports
- VI. Old Business
 - A. Personnel – update on open positions
 - B. Project updates: security system, circuit training, diversity
 - C. Youth and adult program updates
 - D. Investments
 - E. Annual Trustee Training
- VII. New Business
 - A. Architectural Feasibility Study presentation to City Council - Nov 22
 - B. State Library annual survey
 - C. Greene County Libraries activities
 - D. FY24 Budget presentation to County Supervisors – Dec 5
 - E. Salary matrix – approve update
 - F. FY2022-2023 Budget proposal
- VIII. Next Meeting – Monday, December 12
- IX. Adjournment