

AGENDA

COUNCIL MEETING
Tuesday, March 14, 2023
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. 2/28/23 regular Council minutes.
- B. Peony Chinese Restaurant, Special Class C Liquor License
- C. Hire Jordan Aubrey at \$13 hour as part-time seasonal clubhouse help.
- D. Payment of monthly bills

IV. NEW BUSINESS:

- A. Public Hearing for adoption of 2023-2024 Budget.
- B. Consider approval of resolution adopting 2023-2024 budget.
- C. Appointment of Animal Shelter Board.
- D. Consider approval of contract with Ft. Dodge Asphalt for resurfacing of Lincoln Way from Elm St (Highway 4) to Grimmell Road.
- E. Consider approval of pay estimate #1 to Accujet, LLC of \$55,653.20 for Sanitary Sewer CIPP lining.
- F. Consider approval of pay estimate #1 to Shank Constructors, Inc, of \$671,313.70 for Waste Water Treatment Plant project.
- G. Consider approval to purchase audio equipment for the downtown square.
- H. Consider resolution approving a CDBG contract between the Iowa Economic Development Authority and City of Jefferson for \$453,071.
- I. Consider resolution Authorizing Adoption of Policies and Procedures Regarding Municipal Securities Disclosure.

V. REPORTS:

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

VI. ADJOURN.

AGENDA SUMMARY

DATE 3/14/23

NEW BUSINESS

- A. **Public Hearing for adoption of 2023-2024 Budget.**
- B. **Consider approval of resolution adopting 2023-2024 budget.** Budget attached
- C. **Appointment of Animal Shelter Board.** The ordinance requires a 7 person Board. The appointments recommended by the Mayor:

PAWS – **Ann Wenthold**,
Law enforcement – **Jason Kroger**,
Greene County – **Laura Snider**,
City Council member – **Darren Jackson**,
Veterinarian – **Amy Klauber**,
At large (2 spots) – **Samantha Hardaway, Bonnie Silbaugh.**

- D. **Consider approval of contract with Ft. Dodge Asphalt for resurfacing of Lincoln Way from Elm St (Highway 4) to Grimmell Road.** Reviewed by Street Committee. The proposal would provide for a 2 inch asphalt overlay. The cost of \$160,942.92 would be paid for with Local Option Sales and Service Tax. Quote attached
- E. **Consider approval of pay estimate #1 to Accujet, LLC of \$55,653.20 for Sanitary Sewer CIPP lining.** The CIPP Partial Payment is for work completed through February 25th. The payment is for the completion of four segments (1,500 lf) of Cured in Place Pipe (CIPP) lining, reinstatement of 19 services and portions of mobilization and traffic control items. Also included is a payment of 10% of the total CIPP lining length as payment for the preparatory work of cleaning and televising which is incidental and part of the CIPP lining costs. They continue to install liners and have probably another 3 weeks of work to complete the work. City staff has completed several spot repairs on sewer segments so that those segments can be lined through properly. Pay estimate attached.
- F. **Consider approval of pay estimate #1 to Shank Constructors, Inc, of \$671,313.70 for Waste Water Treatment Plant project.**
- G. **Consider approval to purchase audio equipment for the downtown square.** City and County worked together to determine the necessary equipment needed to replace the existing audio equipment around the square. The cost of the new system (\$22,460.86) will be funded by monies received from Grow Greene County. Quote attached.
- H. **Consider resolution approving a CDBG contract between the Iowa Economic Development Authority and City of Jefferson for \$453,071.** The agreement accepts the conditions for the grant which has been obtained for upper story housing for the building at 100 E, State Street (Centennial Building). Agreement attached
- I. **Consider resolution Authorizing Adoption of Policies and Procedures Regarding Municipal Securities Disclosure.** Attached is an overview of the need for the policy and procedures as well as the actual document.

COUNCIL MEETING
FEBRUARY 28, 2023
5:30 P.M.

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

Mayor Gordon presided.

During Open Forum Maggie Mikkelsen brought her concerns to the Council as she is not seeing recycling happening at the High School and would like to see a receptacle for the papers and bottles that are being thrown in the trash. Council suggested the recycling committee look into the matter.

On motion by Zmolek, second by Wetrich, the Council approved the following consent items: February 14, 2023 Council Minutes, pay estimate #6 of \$86,548 of CDBG funds for 123 N Chestnut Street and pay estimate #14 of \$47,344 of CDBG funds for 200 E State Street.

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

Dave Morlan, Public Works Director gave employee recognition to Paul "Skeeter" Hostetler for over 30 years of service with the City of Jefferson. Skeeter retired February 28, 2023.

On motion by Wetrich, second by Ahrenholtz, the Council approved the hiring of Mickey Teed for streets department at a salary of \$42,952/yr effective March 1, 2023.

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

RESOLUTION NO. 12-23

On motion by Jackson, second by Sloan, the Council approved Resolution No. 12-23, a resolution approving farm lease for real property near Jefferson Municipal Airport. Proposed farm lease covering the Property between the City, as landlord, and the Adam Ebersol, as tenant (the "Farm Lease"), for the period of (1) year for approximately 133 tillable acres, more or less, of crop and hay ground near the Jefferson Municipal Airport in rural Jefferson, Iowa.

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

On motion by Wetrich, second by Sloan, the Council approved to conduct temporarily closures from June through September of Chestnut Street from Lincoln Way to the first alley south of Lincoln Way for Farmers Market and Thomas Jefferson Gardens events.

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

Item E removed from the agenda.

RESOLUTION NO. 13-23

On motion by Sloan, and second, by Jackson, the Council approved Resolution No. 13-23, a resolution setting time and place for a public hearing concerning the Budget for Fiscal Year 2023/2024. The Public Hearing is set for March 14, 2023 at 5:30 p.m.

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

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

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

There being no further business the Council agreed to adjourn at 5:53 p.m.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk

FISCAL YEAR JULY 1, 2023 - JUNE 30, 2024
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES
The City of: JEFFERSON County Name: GREENE COUNTY

Adopted On: 3/14/2023 Resolution: 14-23

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

		With Gas & Electric		Without Gas & Electric	
Regular	2a	134,400,284	2b	131,529,880	
DEBT SERVICE	3a	169,413,550	3b	166,543,146	
Ag Land	4a	2,294,010			

City Number: 37-349
Last Official Census: 4,182

TAXES LEVIED

Purpose	Dollar Limit	ENTER FIRE DISTRICT RATE BELOW		Request with Utility Replacement	Property Taxes Levied		Rate
Regular General levy	8.10000			5	1,088,642	1,065,392	43 8.10000
Non-Voted Other Permissible Levies							
Contract for use of Bridge	0.67500			6		0	44 0.00000
Opr & Maint publicly owned Transit	0.95000			7		0	45 0.00000
Rent, Ins. Maint of Civic Center	Amt Nec			8		0	46 0.00000
Opr & Maint of City owned Civic Center	0.13500			9		0	47 0.00000
Planning a Sanitary Disposal Project	0.06750			10		0	48 0.00000
Aviation Authority (under sec.330A.15)	0.27000			11		0	49 0.00000
Levcs Impr. fund in special charter city	0.06750			13		0	51 0.00000
Liability, property & self insurance costs	Amt Nec			14	51,000	49,910	52 0.37946
Support of a Local Emerg.Mgmt.Comm.	Amt Nec			462		0	465 0.00000
Voted Other Permissible Levies							
Instrumental/Vocal Music Groups	0.13500			15		0	53 0.00000
Memorial Building	0.81000			16		0	54 0.00000
Symphony Orchestra	0.13500			17		0	55 0.00000
Cultural & Scientific Facilities	0.27000			18		0	56 0.00000
County Bridge	As Voted			19		0	57 0.00000
Missi or Missouri River Bridge Const.	1.35000			20		0	58 0.00000
Aid to a Transit Company	0.03375			21		0	59 0.00000
Maintain Institution received by gift/devise	0.20500			22		0	60 0.00000
City Emergency Medical District	1.00000			463		0	466 0.00000
Support Public Library	0.27000			23		0	61 0.00000
Unified Law Enforcement	1.50000			24		0	62 0.00000
Total General Fund Regular Levies (5 thru 24)				25	1,139,642	1,115,302	
Ag Land	3.00375			26	6,891	6,891	63 3.00375
Total General Fund Tax Levies (25 + 26)				27	1,146,533	1,122,193	
Special Revenue Levies							
Emergency (if general fund at levy limit)	0.27000			28	36,288	35,513	64 0.27000
Police & Fire Retirement	Amt Nec			29		0	0.00000
FICA & IPERS (if general fund at levy limit)	Amt Nec			30	252,218	246,832	1.87662
Other Employee Benefits	Amt Nec			31	335,097	327,941	2.49328
Total Employee Benefit Levies (29,30,31)				32	587,315	574,773	65 4.36990
Sub Total Special Revenue Levies (28+32)				33	623,603	610,286	
As Req		With Gas & Elec Valuation	Without Gas & Elec Valuation				
SSMID 1		0	0	34		0	66 0.00000
SSMID 2		0	0	35		0	67 0.00000
SSMID 3		0	0	36		0	68 0.00000
SSMID 4		0	0	37		0	69 0.00000
SSMID 5		0	0	555		0	565 0.00000
SSMID 6		0	0	556		0	566 0.00000
SSMID 7		0	0	1177		0	1179 0.00000
SSMID 8		0	0	1185		0	1187 0.00000
Total Special Revenue Levies				39	623,603	610,286	
Debt Service Levy 76.10(6)	Amt Nec			40	361,682	355,555	70 2.13491
Capital Projects (Capital Improv. Reserve)	0.67500			41		0	71 0.00000
Total Property Taxes (27+39+40+41)				42	2,131,818	2,088,034	72 15.25427

(Signature)

(Date)

(County Auditor)

(Date)



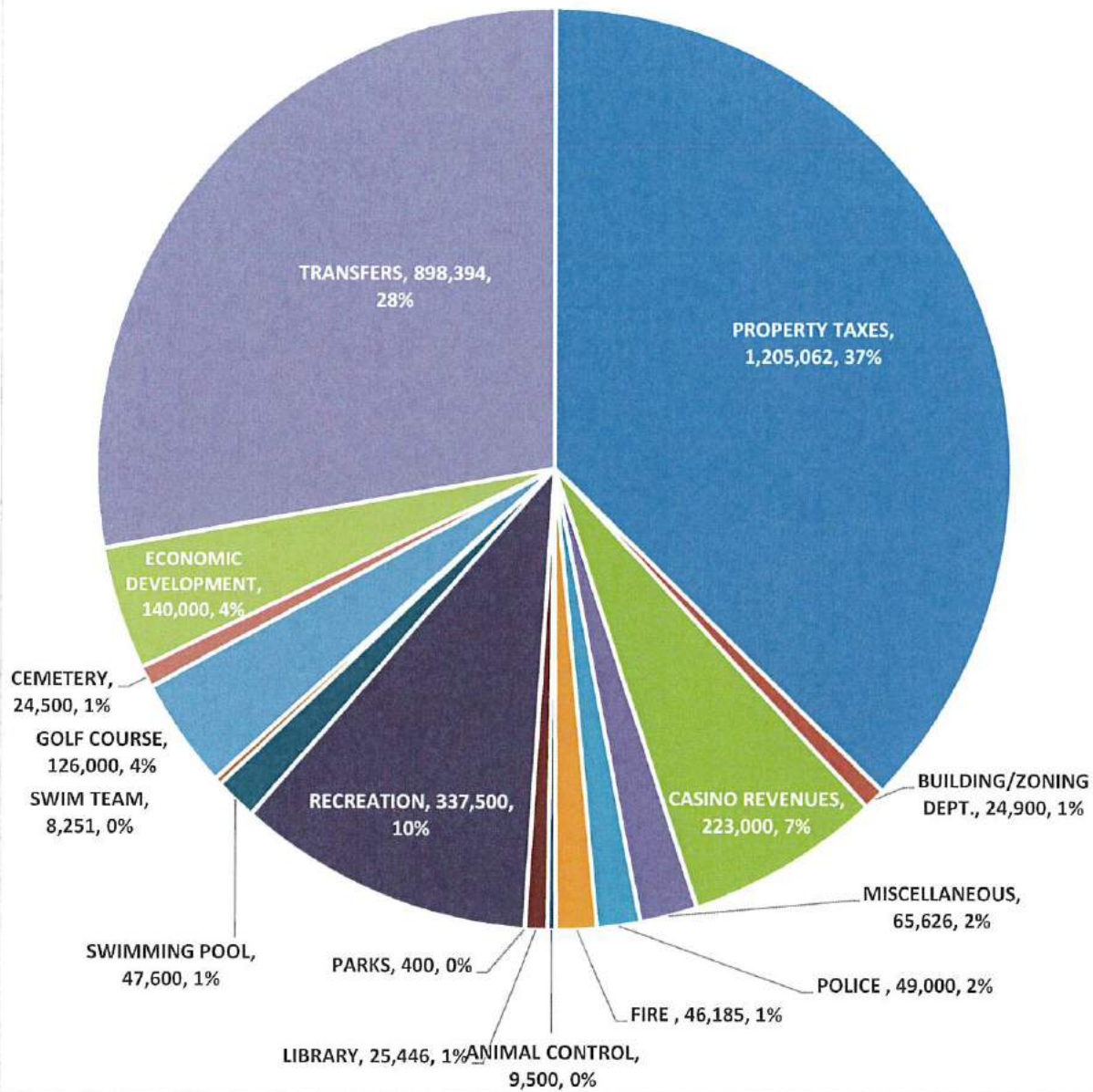
CITY OF JEFFERSON BUDGET
2023-2024

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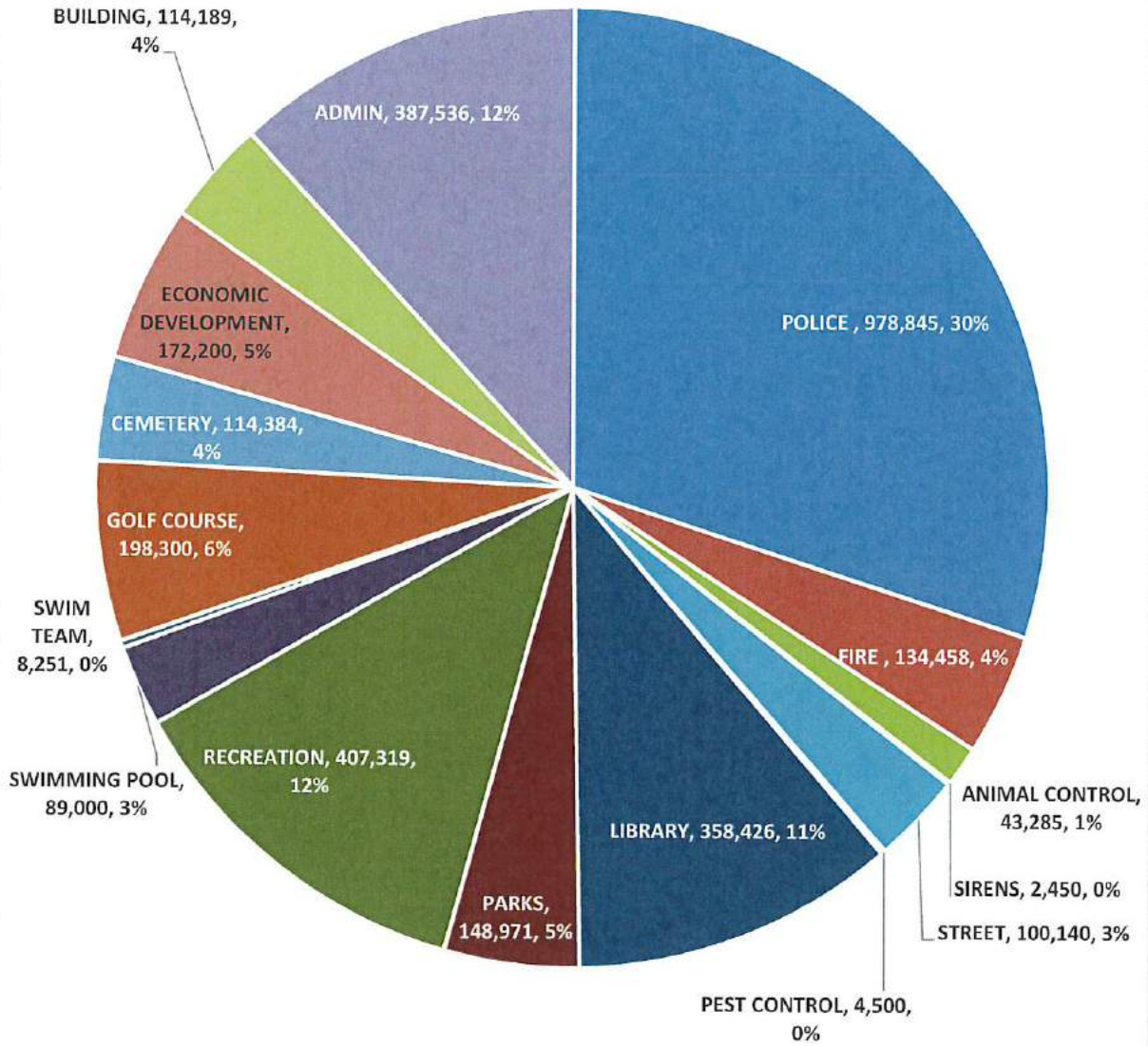
	100% Valuation	Rollback Percent Residential	Rollback Percent Commercial	Rollback Percent Multi-Family	Valuation General Fund Use	Valuation Debt Serv. Use	General Fund Levy	Debt Service Levy	Total GF/DS Levy
Jan, 2022 for FY2023-2024	285,072,985	54.6501	90.00	0	134,400,284	169,413,550	13.12	2.13	15.25
Jan, 2021 for FY2022-2023	284,311,704	54.1302	90.00	0	140,765,495	175,784,930	12.9	2.42	15.32
Jan, 2020 for FY2021-2022	274,618,100	56.4094	90.00	67.50	147,690,938	176,334,388	12.55	2.36	14.91
Jan, 2019 for FY 2020-2021	278,774,398	55.0743	90.00	71.25	148,811,130	177,904,241	12.39	2.71	15.10
Jan , 2018 for FY 2019-2020	251,946,171	56.9180	90.00	75.00	142,727,395	161,489,546	12.48	2.33	14.81
Jan , 2017 for FY 2018-2019	246,680,059	55.6209	90.00	78.75	136,624,253	158,450,947	12.68	2.15	14.83
Jan , 2016 for FY 2017-2018	224,673,142	56.9391	90.00	82.50	129,606,848	146,926,129	12.83	2.32	15.15
Jan , 2015 for FY 2016-2017	203,550,090	55.6259	90.00	86.25	123,067,968	128,171,661	12.58	2.64	15.22
Jan , 2014 for FY 2015-2016	197,160,516	55.7335	90.00	100.00	120,866,664	123,886,721	12.59	2.67	15.26
Jan 1, 2013 for FY 2014-2015	194,295,200	54.4002	95.00	100.00	121,154,451	124,220,910	12.3879	2.89686	15.28476
Jan 1, 2012 for FY 2013-2014	194,295,200	52.8166	100.00	100.00	119,879,443	122,994,012	12.3267	2.98023	15.30693
Jan 1, 2011 for FY 2012-2013	195,382,976	50.7518	100.0000	100.00	118,280,054	121,624,254	12.25063	2.89239	15.14302
Jan 1, 2010 for FY 2011-2012	195,862,599	48.5299	100.0000	100.00	117,611,598	118,916,898	12.19016	2.95286	15.14302
Jan 1, 2009 for FY 2010-2011	193,896,249	46.9094	100.0000	100.00	112,572,174	115,628,478	12.26359	2.98612	15.24971
Jan 1, 2008 for FY 2009-2010	191,503,061	45.5893	100.0000	100.00	110,013,482	112,810,083	12.28633	2.96295	15.24928
Jan 1, 2007 for FY 2008-2009	188,042,384	44.0803	99.7312	100.00	106,333,538	109,080,138	12.51916	3.09865	15.61781
Jan 1, 2006 for FY 2007-2008 Budget	169,473,485	45.5596	100.0000	100.00	94,120,103	102,560,876	12.78758	3.32664	16.11422
Jan 1, 2005 for FY 2006-2007 Budget	167,093,600	45.9960	99.1509	100.00	94,461,798	101,746,895	12.43423	3.99824	16.43247
Jan 1, 2004 for FY 2005-2006 Budget	163,748,548	47.9642	100.0000	100.00	95,912,127	101,718,512	12.37732	4.08516	16.46248

FY 2023-2024 General Fund Revenue



TOTAL GENERAL FUND REVENUE: \$3,262,254

FY 2023-2024 General Fund Expenditures



TOTAL GENERAL FUND EXPENDITURES: \$3,262,254

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
<u>GENERAL FUND REVENUES</u>	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
PROPERTY TAXES	1,116,092	1,249,030	1,205,370	1,304,829	1,230,000	1,309,307	1,203,968	1,088,642
AG LAND PROPERTY TAXES	5,778	5,735	5,771	5,720	6,000	5,969	5,750	6,695
PROPERTY TAX BACKFILL	0	0	0	0	90,000	0	78,000	58,725
PROPERTY TAXES-LIAB INS.	45,000	0	50,000	0	50,000	0	50,000	51,000
	1,166,870	1,254,765	1,261,141	1,310,549	1,376,000	1,315,276	1,337,718	1,205,062
BEER LICENSES	5,600	7,133	5,600	2,810	7,000	11,065	6,000	6,000
CIGARETTE PERMITS	675	675	675	600	700	675	650	650
	6,275	7,808	6,275	3,410	7,700	11,740	6,650	6,650
<u>BUILDING/ZONING DEPT.</u>								
BUILDING/CONSTRUCTION PERM	10,000	27,349	10,000	15,450	10,000	28,043	14,000	15,000
CODE ENFORCEMENT LIENS	500	0	500	0	200	0	130	200
MOW/SNOW PROPERTIES	0	0	0	2,600	1,000	3,944	1,000	2,000
PLANNING & ZONING FEES	200	250	200	533	200		250	150
PRELIMINARY PLAT/PLAT OF SURVEY	0	450		0	300	900	300	300
WATER, SEWER, EXCAV. PERMI	100	0	100	0	100	0	100	100
MISC. LICENSES & PERMITS	400	625	400	420	500	520	500	500
SALE OF LOTS/DONATIONS	0	0	0	45,423	0	33,243	0	0
	11,200	28,674	11,200	64,426	12,300	66,650	16,280	18,250
CASINO REVENUES	138,000	112,132	138,000	160,212	138,000	181,794	170,000	173,000
GROW GREENE COUNTY	40,000	40,000	40,000	40,000	40,000	33,800	50,000	50,000
	178,000	152,132	178,000	200,212	178,000	215,594	220,000	223,000
INTEREST ON INVESTMENTS (GF IPAIT)	10	614	10	173	600	1,400	2,300	2,300
INTEREST NOW ACCOUNT	2,500	2,950	8,400	2,695	3,000	3,030	3,000	3,000
INTEREST ON RUT INVESTMENT	800	13,853	800	1,347	1,000	1,515	1,450	1,450
RENTAL-GRAVITATE/WELCH AVE LLC	0	4,400	0	17,938	9,000	31,876	23,876	23,876
RENTAL-HEARTLAND BANK	0	0	0	31,414	10,800	18,325	0	0
	3,310	21,818	9,210	53,567	24,400	56,146	30,626	30,626
MISCELLANEOUS	20,000	22,960	20,000	48,146	20,000	3,565	25,000	35,000
<u>POLICE DEPARTMENT</u>								
BIKES AND MISCELLANEOUS	5,000	3,136	5,000	96,406	5,000	484	5,000	5,000
COURT FINES	26,000	27,971	29,000	29,590	24,000	29,315	29,000	29,000
ANIMAL LICENSING FEES	1,200	613	1,300	581	1,200	582	700	1,000
PARKING TICKETS	1,000	950	1,000	866	1,000	700	1,000	900
TOWED VEHICLES/IMPOUND FEES	2,000	10,081	3,500	930	3,500	2,506	3,500	3,000
GTSB PROGRAM	4,500	4,200	4,500	3,995	4,200	0	4,200	0
ACADEMY REPAYMENT	5,000	1,250	5,000	47,377	10,000	17,407	10,000	10,000
DONATIONS	100	0	100	600	100	0	0	100
	44,800	48,200	49,400	180,345	49,000	50,995	53,400	49,000
<u>FIRE DEPARTMENT</u>								
MISCELLANEOUS	1,000	149,516	1,000	2,445	1,000	2,893	1,000	1,000
TOWNSHIP FIRE TAX	45,903	45,142	45,903	58,227	45,903	39,210	45,903	45,185
TOWNSHIP TRUCK SET ASIDE	6,694	0	6,694	0	6,694	0	6,694	0
SALE OF TRUCK	32,000	0	0	0	0	0	0	0
GRANT- EQUIPMENTS							20,000	0
	85,597	194,658	53,597	60,672	53,597	42,102	73,597	46,185

	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL	2021-2022 BUDGET	2021-2022 ACTUAL	2022-2023 BUDGET	2023-2024 BUDGET
<u>ANIMAL CONTROL</u>								
DOG POUND FEES	800	515	550	430	500	174	500	1,500
COUNTY FUNDS/COUNTY SHARE	6,000	1,500	6,000	2,646	6,000	4,798	6,000	8,000
	6,800	2,015	6,550	3,076	6,500	4,972	6,500	9,500

<u>LIBRARY</u>								
COUNTY FUNDS/COUNTY SHARE	19,600	21,188	20,600	21,188	19,600	21,591	21,000	20,591
E-RATE REIMBURSEMENT	500	756	500	756	500	0	500	755
LIBRARY FEES	7,000	4,273	7,000	1,763	6,000	4,516	4,000	4,000
MISCELLANEOUS	50	0	50	80	50	10	50	50
REIMBURSEMENT	50	250	50	0	50	0	50	50
PHOTO KIOSK	5,000	5,060	4,000	1,958	3,000	34	0	0
SALES TAX	400	355	280	138	210	2	0	0
	32,600	31,882	32,480	25,882	29,410	26,154	25,600	25,446

<u>PARKS</u>								
PARK SHELTER RENTAL	300	400	300	0	300	270	300	300
MISCELLANEOUS	100	0	100	42	100	235	100	100
	400	400	400	42	400	505	400	400

<u>RECREATION</u>								
RECREATION HOTEL/MOTEL	25,000	22,586	25,000	11,976	25,000	27,319	25,000	35,000
RECREATION ROOM RENTAL	3,000	2,831	3,000	14,592	3,000	4,273	3,000	3,000
RECREATION CANOE RENTAL	200	260	200	1,055	200	0	200	200
RN SCHOOL SHARE	10,800	0	10,800	10,800	10,800	10,800	10,800	10,800
RECREATION MEMBERSHIPS	180,000	171,553	180,000	158,197	180,000	173,899	180,000	180,000
RECREATION DAILY FEES	6,000	4,543	6,000	9,586	6,000	11,533	6,000	10,000
RECREATION ENTRY FEES-PROGRAMS	75,000	40,015	75,000	49,718	60,000	55,312	60,000	60,000
MISCELLANEOUS	500	1,380	500	698	500	260	500	500
RECREATION CONCESSIONS	3,500	2,945	3,500	5,273	2,500	6,943	4,000	6,000
RECREATION DONATIONS	1,000	475	1,000	42,780	1,000	11,465	2,000	5,000
P.A.C.E. REIMB	0	0	8,000	0	8,000	0	10,000	10,000
HESS MEMORIAL FUND REIMB	15,000	0	15,000	11,716	15,000	15,062	15,000	15,000
CREDIT CARD FEES	500	613	500	1,069	500	1,765	1,000	2,000
GREENE CO. COMMFOUND GRANT		8,700		0		18,295	0	0
RECREATION GRANTS						40,000		0
	320,500	255,900	328,500	317,461	312,500	376,926	317,500	337,500

<u>SWIMMING POOL</u>								
FACILITY RENTAL		0		760	1,000	1,460	750	1,000
POOL FEES	30,000	22,271	30,000	35,271	25,000	35,878	30,000	36,000
SWIMMING LESSONS	3,000	2,550	3,000	2,050	3,000	2,100	2,500	2,800
SWIMMING POOL CONCESSIONS	5,200	3,878	5,200	5,207	5,200	6,443	3,000	4,500
DONATIONS	3,350	0	0	0	0	1,300	0	2,800
MISCELLANEOUS			0	117		173	0	500
HOTEL-MOTEL REIMB						0	100,000	0
	41,950	28,998	38,600	43,404	34,400	47,353	136,250	47,600

<u>SWIM TEAM</u>								
SWIM TEAM DONATIONS	0	0	0	150	0		0	0
SWIM TEAM SALARY/BENEFIT REIMB	8,251	6,136	8,251	0	8,251	3,768	8,251	8,251
	8,251	6,136	8,251	150	8,251	3,768	8,251	8,251

	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL	2021-2022 BUDGET	2021-2022 ACTUAL	2022-2023 BUDGET	2023-2024 BUDGET
<u>GOLF COURSE</u>								
MEMBERSHIPS	40,000	29,375	39,500	32,335	35,000	29,000	32,000	32,000
DAILY GREENS FEES	9,000	9,425	8,500	11,947	9,500	14,568	11,000	15,500
CART RENTAL	24,500	11,022	25,000	16,096	23,000	21,857	20,000	22,000
CART STORAGE		11,026		12,026	0	7,500	11,000	11,000
CLUB HOUSE RENTALS	5,000	3,947	6,000	3,520	4,500	4,210	4,500	4,500
ADVERTISING	1,400	0	1,400	100	1,400	0	800	
BEVERAGE SALES	34,000	23,153	33,000	26,779	33,000	25,221	31,000	33,000
FOOD SALES	2,500	1,454	2,500	3,133	2,500	2,636	3,000	3,000
PRO SHOP SALES	16,500	23,456	21,000	23,196	21,000	13,632	12,000	4,000
MISCELLANEOUS	500	311	500	0	500	0	1,000	1,000
	133,400	113,169	137,400	129,132	130,400	118,624	126,300	126,000
<u>CEMETERY</u>								
INTEREST ON INVESTMENTS	400	546	400	574	100	235	400	400
CEM. GRAVE OPENINGS	17,000	13,900	17,000	23,125	15,000	27,625	15,000	17,000
SALE OF CEMETERY LOTS	2,700	7,000	2,700	6,750	5,000	9,500	5,000	7,000
AVENUE OF FLAGS DONATIONS	100	20	500	0	500	25	500	100
MISC		6,500				257	0	0
	20,200	27,966	20,600	30,449	20,600	37,642	20,900	24,500
<u>ECONOMIC DEVELOPMENT</u>								
HOTEL/MOTEL TAX	100,000	90,344	90,000	47,906	90,000	109,277	100,000	140,000
	100,000	90,344	90,000	47,906	90,000	109,277	100,000	140,000
TOTAL OPERATING REVENUES	2,180,153	2,287,824	2,251,604	2,518,829	2,353,458	2,487,289	2,504,972	2,332,970
TRANSFER FROM SPECIAL REVS	597,448	597,448	588,736	588,736	607,000	607,000	558,875	640,000
TRANSFER FROM ENTERPRISES	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000
TRANSFER FROM AP TO PA	10,000	10,000	10,000	10,000	10,000	55,000	20,000	20,000
TRANSFER FROM ISF TO PD (CAR)	49,000	1,800	0	0	0	43,607	0	0
TRANSFER FROM PACE FOR RN CTR IMPROV	12,600	11,961	8,000	8,000	8,000	0	10,000	10,000
TRANSFER FROM HOT/MOT for GOLF CARTS						0	100,000	2,500
TRANSFER FROM LOST PD						0	15,000	30,000
TRANSFER FROM GENERAL FUND								56,734
TOTAL TRANSFERS IN	844,048	796,209	801,736	801,736	810,000	875,607	873,875	929,234
subtotal operating & transfers	3,024,201	3,084,033	3,053,340	3,320,565	3,163,458	3,362,896	3,378,847	3,262,204
TOTAL GENERAL FUND REVS	3,024,201	3,084,033	3,053,340	3,320,565	3,163,458	3,362,896	3,378,847	3,262,204
TOTAL REVENUES	3,024,201	3,084,033	3,053,340	3,320,565	3,163,458	3,362,896	3,378,847	3,262,204
TOTAL EXPENDITURES	3,006,803	3,031,802	2,980,934	2,848,032	3,071,741	3,111,662	3,303,684	3,262,204
REVENUES OVER(UNDER) EXPEND	17,398	52,231	72,406	472,533	91,717	251,235	75,163	0

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
POLICE DEPT. EXPENDITURES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
SALARIES	411,983	400,895	430,447	375,113	450,000	422,582	450,000	513,276
OVERTIME	16,000	7,052	16,000	12,170	16,000	5,165	16,000	8,000
CRIM JUSTICE DEGREE COMP		4,500		2,600		2,400	2,400	2,400
HOLIDAY PAY	26,500	24,201	27,000	25,414	27,000	25,082	27,000	26,500
COURT TIME	2,500	1,423	2,500	1,773	2,500	1,500	2,500	2,000
FICA	36,184	33,162	37,290	31,402	31,000	34,017	37,000	39,266
IPERS - CITY SHARE	48,292	42,824	46,844	38,805	48,000	42,280	48,000	48,453
GROUP INSURANCE - CITY SHAR	114,534	108,823	128,305	91,691	111,000	109,292	115,000	130,000
CLOTHING ALLOWANCE	5,600	10,096	6,000	5,383	6,400	4,200	6,400	6,400
TRAINING, SCHOOL, CONTINUIN	18,000	16,645	23,000	42,480	23,500	31,715	24,500	26,000
GASOLINE/FUEL	13,500	13,771	13,500	11,031	13,500	16,750	14,000	15,000
VEHICLE MAINT. & REPAIR	7,000	8,802	7,500	3,163	7,500	8,826	7,500	8,000
RADIO MAINTENANCE	1,000	382	1,000	208	1,000	632	1,000	750
TELEPHONE & SYSTEM FEES	3,500	2,018	5,500	5,258	5,500	5,758	5,500	5,500
LEGAL						-	10,000	500
ABANDONED/TOWED VEHICLES	2,000	1,849	2,000	1,164	2,000	520	2,000	2,000
GTSB PROGRAM	4,500	4,500	4,500	4,217	4,200	-	4,200	-
OPERATING & OFFICE SUPPLIES	7,000	5,162	7,000	6,020	7,000	8,339	7,000	7,000
ANIMAL LICENSING SUPPLIES	100	183	100	-	150	-	150	150
INVESTIGATIONS	1,000	200	1,000	50	1,000	-	1,000	1,000
DONATION PURCHASES	100	0	100	-	100	-	100	100
L.E.C. - CITY SHARE 40% & Dispatcher	61,000	52,360	56,000	71,477	90,000	106,762	91,500	95,000
COLLECTIVE BARGAINING		0	1,500	2,765	-	-		-
MEDICAL								5,000
MISCELLANEOUS	100	786	100	10,140	100	-	100	100
TOTAL OPERATING	798,393	750,129	828,686	768,569	847,450	825,819	872,850	942,395
EQUIPMENT PURCHASE	49,000	66,926	-	-	-		-	-
CAPITAL OUTLAY- DUTY CAR		64,930				500		-
CAPITAL OUTLAY- ADMIN CAR								-
TOTAL CAPITAL OUTLAY	49,000	66,926	-	-	-	500	-	-
TRANSFER DUTY VEHICLE 1/2 PURCHASE	23,350	64,293	31,500	31,500	26,000	26,000	26,500	28,000
TRANSFER ADMIN VEHICLE 1/3 PURCHASE	-		-	-	7,000	7,000	7,000	7,000
TRANSFER BODY ARMOR REPLACE	1,500		1,400	1,400	1,400	1,400	1,400	1,450
TOTAL TRANSFERS	24,850	64,293	32,900	32,900	34,400	34,400	34,900	36,450
TOTAL POLICE DEPT. EXP	872,243	881,348	861,586	801,469	881,850	860,719	907,750	978,845
REVENUES	44,800	48,200	49,400	180,345	49,000	50,995	53,400	49,000
	(827,443)	(833,148)	(812,186)	(621,124)	(832,850)	(809,724)	(854,350)	(929,845)

2023-2024 Budget

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
FIRE DEPT. EXPENDITURES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
PART-TIME SALARIES	4,900	4,615	4,900	4,615	4,900	4,985	4,900	5,000
FIRES/DRILLS	26,000	23,813	26,000	25,625	26,000	51,083	28,000	28,000
FICA - CITY SHARE	2,364	2,175	2,364	2,313	2,364	4,235	2,364	2,364
IPERS - CITY SHARE	1,000	733	1,000	704	1,000	900	1,000	1,000
CLOTHING ALLOWANCE	12,000	26,253	12,000	13,057	12,000	17,251	12,000	14,000
TRAINING, SCHOOL, CONTINUIN	1,500	236	1,500	877	1,500	11	1,500	1,000
BUILDING & GROUNDS MAINTENA	1,000	2,408	1,000	4,196	1,000	213	1,000	1,000
GASOLINE/FUEL	2,500	1,293	2,500	1,795	2,500	3,410	2,500	3,500
EQUIPMENT MAINTENANCE	15,000	12,971	20,000	23,293	20,000	10,721	20,000	17,000
RADIO AND PAGER REPAIR	700	0	700	0	700	0	700	700
MEDICAL TESTING	1,500	279	1,500	0	1,500	638	1,500	1,500
HAZ MAT CLEAN UP SUPPLIES	1,500	0	1,500	1,150	1,500	0	1,500	1,500
CLEANING SUPPLIES	200	0	200	0	200	0	200	200
FIREWORKS	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
AIR PACKS	1,000	11,220	1,000	0	0		0	0
MISCELLANEOUS	500	281	500	29	500	0	500	500
EQUIPMENT (grant match)				0	20,000	0	20,000	0
NEW EQUIPMENT	7,000	10,040	7,000	1,382	7,000	1,400	7,000	7,000
AIR PACKS	17,000	0	17,000	7,730	17,000	15,752	17,000	17,000
NEW HOSE	1,500	0	1,500	4,600	1,500	8,617	1,500	1,500
TOTAL OPERATING	100,164	99,316	105,164	94,366	124,164	122,217	126,164	105,764
TRANSFER TOWNSHIP\$ FOR TRUCK: NEV	22,000	0	22,000	22,000	22,000	22,000	22,000	22,000
TRANSFER TOWNSHIP SET-A-SIDE	6,694	0	6,694	6,694	6,700	6,700	6,694	6,694
TOTAL TRANSFERS	28,694	0	28,694	28,694	28,700	28,700	28,694	28,694
subtotal operating & transfers	128,858	99,316	133,858	123,060	152,864	150,917	154,858	134,458
TOTAL FIRE DEPT. EXPEND.	128,858	99,316	133,858	123,060	152,864	150,917	154,858	134,458
REVENUES	85,597	85,597	53,597	60,672	53,597	42,102	73,597	46,185
	-43,261	-13,719	-80,261	-62,388	-99,267	-108,815	-81,261	-88,273

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
ANIMAL CONTROL EXPENDITURES								
PART-TIME SALARIES	0	0	0	0	0	0	0	28,000
FICA		0	0	0	0	0	0	2,142
IPERS	0	0	0	0	0	0	0	2,643
VETERINARIAN EXPENSES	2,500	1,029	2,500	303	2,500	688	1,500	1,500
ANIMAL CONTROL EXPENSES		8,540		6,661	0	11,219	8,900	8,900
ANIMAL SHELTER LICENSING		75		416		75	100	100
TOTAL ANIMAL CONT EXP	8,500	15,644	8,500	14,879	10,000	19,982	18,500	43,285
REVENUES	6,800	2,015	6,550	3,076	6,500	4,972	6,500	9,500
	(1,700)	(13,629)	(1,950)	(11,803)	(3,500)	(15,010)	(12,000)	(33,785)
SIRENS EXPENDITURES								
SIREN REPAIR SUPPLIES	250	2,131	250	300	250	0	250	250
SIREN-UTILITIES	2,200	2,413	2,200	2,104	2,200	2,125	2,200	2,200
TOTAL SIRENS EXPEND	2,450	4,544	2,450	2,404	2,450	2,125	2,450	2,450
	0	0	0	0	0	0	0	0
	(2,450)	(4,544)	(2,450)	(2,404)	(2,450)	(2,125)	(2,450)	(2,450)
RUT/STREET EXPENDITURES								
FICA - CITY SHARE	15,780	16,288	11,278	16,797	11,616	18,080	18,867	16,402
IPERS - CITY SHARE	19,102	32,261	13,916	33,782	14,333	31,121	23,282	20,239
GROUP INSURANCE - CITY SHAR	54,294	80,819	69,430	78,490	71,513	77,937	80,574	63,500
TOTAL RUT/STREET DEPT. EXP.	91,156	129,368	96,724	129,069	99,562	127,139	124,123	100,140
REVENUES	0	0	0	0	0	0	0	0
	(91,156)	(129,368)	(96,724)	(129,069)	(99,562)	(127,139)	(124,123)	(100,140)
PEST CONTROL EXPENDITURES								
PEST CONTROL	4,300	4,290	5,000	0	5,000	2,943	5,000	4,500
TOTAL PEST CONT EXP	4,300	4,290	5,000	0	5,000	2,943	5,000	4,500
REVENUES	0	0	0	0	0	0	0	0
	(4,300)	(4,290)	(5,000)	0	(5,000)	(2,943)	(5,000)	(4,500)

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
PARKS EXPENDITURES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
SALARIES	51,772	52,123	53,318	54,404	54,918	59,500	55,474	69,511
OVERTIME	1,347	202	1,380	2,480	1,647	1,587	1,671	1,830
HOLIDAY PAY	100	235	100	93	100	200	100	100
FICA - CITY SHARE	4,072	3,868	4,192	4,195	4,317	4,525	4,578	5,318
IPERS	5,024	4,477	5,173	4,864	5,328	5,264	5,650	6,562
GROUP INSURANCE - CITY SHARE	17,605	18,799	22,513	17,679	23,188	17,616	21,993	20,700
CLOTHING ALLOWANCE	390	336	390	466	405	196	450	450
TRAINING, SCHOOL, CONTINUIN	1,000	1,274	1,100	882	1,100	2,234	1,100	2,500
BUILDING & GROUNDS MAINTENA	9,500	13,494	9,500	10,850	9,500	10,123	11,000	12,500
GASOLINE/FUEL	6,500	5,065	6,500	4,026	6,500	7,402	5,000	6,000
VEHICLE MAINT. & REPAIR	3,500	3,014	3,500	1,707	3,500	4,857	3,500	3,500
PLAY EQUIPMENT REPAIR & REP	2,000	0	2,000	1,810	2,000	1,254	2,000	2,000
UTILITIES	6,600	5,965	6,600	6,885	6,600	7,609	7,000	7,500
SAFETY EQUIPMENT/CLOTHING	500	269	500	569	500	264	500	500
TREE PLANTING & BEAUT. COMM	2,000	0	2,000	-	2,000		2,000	2,000
MISCELLANEOUS	500	31	500	-	500	222	500	500
TOTAL OPERATING	112,410	109,151	119,516	111,695	122,103	122,852	122,516	141,471
EQUIPMENT PURCHASE	6,500.00	6,500	0.00	0.00	11,000	11,310	12,000	7,500
TOTAL CIP	6,500.00	6,500	0.00	0.00	11,000	11,310	12,000	7,500
TOTAL PARKS EXPEND	118,910	115,651	119,516	111,695	133,103	134,162	134,516	148,971
REVENUES	400	400	400.00	41.96	400	505	400	400
	(118,510)	(115,251)	(119,116)	(111,653)	-132,703	-133,657	(134,116)	(148,571)

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
LIBRARY EXPENDITURES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
SALARIES	86,247	87,148	90,060	90,111	93,975	89,723	88,700	93,575
PART-TIME SALARIES	60,736	45,819	59,987	47,972	84,190	69,894	99,775	98,705
JANITORIAL SERVICES	5,560	4,872	5,500	3,663	5,900	5,410	7,060	5,700
FICA - CITY SHARE	11,690	10,545	12,365	10,844	14,465	12,625	14,770	15,733
IPERS	14,400	11,900	15,258	13,187	17,340	13,874	18,210	18,113
GROUP INSURANCE - CITY SHAR	13,600	15,681	13,600	15,098	14,000	18,141	18,000	20,000
PROFESSIONAL DEVELOPMENT	1,000	672	2,000	738	1,500	1,141	1,500	3,200
BUILDING & GROUNDS MAINTENA	4,000	4,713	3,000	5,389	4,000	9,427	4,600	4,600
UTILITIES	13,500	10,941	12,800	9,285	13,500	12,980	13,500	14,000
TELEPHONE	3,000	2,800	3,200	3,020	3,500	3,142	3,500	3,400
SALES TAX	400	331	280	110	210	32	-	-
ELECTRONIC SERVICES	1,500	1,657	2,000	2,109	2,250	5,785	2,400	2,800
OCLC OPERATING EXPENSE	8,500	6,466	6,800	7,294	7,000	7,429	7,000	7,400
POSTAGE & FREIGHT	400	618	550	550	600	1,226	600	600
BUILDING EQUIPMENT	4,000	3,746	4,000	4,026	4,000	6,239	4,200	4,300
PRINTING AND SUPPLIES	10,600	8,074	8,000	6,048	8,300	7,892	8,000	8,000
BOOKS/MATERIALS	31,850	21,061	27,500	22,724	22,000	24,410	23,000	28,000
A.V.		5,383	5,000	4,536	5,800	3,859	5,500	5,000
PERIODICALS	2,500	1,554	1,800	669	2,500	1,996	2,200	2,000
PROGRAMMING AND PUBLIC RELA	2,500	2,050	1,800	2,388	2,450	2,953	3,000	3,000
COMPUTERS, EQUIP, SUPPLIES	17,000	24,720	18,000	15,195	19,000	19,720	18,000	18,000
MISCELLANEOUS	300	334	300	304	300	300	300	300
TOTAL OPERATING	293,283	271,087	293,800	265,261	326,780	318,197	343,815	356,426
BUILDING IMPROVEMENTS	-	0	-	-	0			
TOTAL CIP	-	0	-	-	0			
	293,283	271,087	293,800	265,261	326,780	318,197	343,815	356,426
TRANSFER AUTOMATION	2,500	0	2,000	2,000	2,000	2,000	2,000	2,000
subtotal operating & transfers	295,783	271,087	295,800	267,261	328,780	320,197	345,815	358,426
CITY FLAT AMOUNT FOR LIBRARY	282,000	279,500	287,000	287,000	328,780	328,780	343,815	343,815
TOTAL LIBRARY EXP	282,000	271,087	287,000	287,000	328,780	328,780	345,815	358,426
REVENUES	32,600	31,882	32,480.00	25,882.25	29,410	26,154	25,600	25,446
	(249,400)	(239,205)	(254,520)	(261,118)	(299,370)	(302,626)	(320,215)	(332,980)

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
RECREATION EXPENDITURES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
SALARIES	54,846	93,351	54,700	93,667	54,700	97,609	101,184	107,336
PART-TIME SALARIES	25,000	22,105	29,800	26,620	45,000	33,050	31,368	42,670
JANITORIAL SERVICES	28,000	22,680	28,000	27,648	28,000	27,648	28,000	29,000
FICA-CITY SHARE	10,803	11,126	11,487	10,169	11,487	10,080	10,140	11,475
IPERS - CITY SHARE	13,330	11,879	14,175	12,339	14,175	12,277	12,452	13,238
GROUP INSURANCE - CITY SHAR	32,271	33,679	36,445	29,584	25,000	35,221	36,000	36,000
PROFESSIONAL DEVELOPMENT	2,000	370	2,000	800	2,000	294	2,000	2,000
BUILDING & GROUNDS MAINTENANA	18,500	18,717	18,500	9,557	18,500	10,629	18,500	20,000
FITNESS ROOM EQUIPMENT			0	13,382		15,117	15,000	0
GASOLINE/FUEL	500	0	500	0	500	0	500	500
FITNESS EQUIPMENT MAINTENANCE	2,600	3,471	2,600	3,462	3,000	2,843	4,000	4,000
UTILITIES	35,000	32,996	35,000	33,175	35,000	36,339	38,000	40,000
TELEPHONE	4,500	4,415	4,500	4,254	4,000	4,375	4,500	4,600
PROMOTION AND ADVERTISING	3,000	4,251	3,000	5,120	4,000	6,999	6,000	6,000
CONTRACTURAL EXPENSES	15,500	14,085	15,500	12,820	15,500		15,500	16,500
SALES TAX	15,000	12,992	15,000	9,986	15,000	18,813	14,000	10,000
COMPUTER & PROGRAMMING	2,500	6,840	2,500	7,198	6,000	4,817	8,000	6,000
REFUNDS	1,000	555	1,000	166	1,000	663	1,000	1,000
CONCESSIONS	3,000	1,575	3,000	2,093	3,000	4,895	3,000	4,000
OFFICE SUPPLIES	2,500	1,606	2,500	1,084	2,500	2,366	2,000	2,500
OPERATING SUPPLIES & MATERIALS	7,500	6,678	7,000	5,505	7,000	8,655	7,000	9,000
POSTAGE & FREIGHT	500	0	500	110	500	0	500	500
PROGRAMS	40,000	28,005	40,000	20,453	40,000	32,935	30,000	35,000
HOTEL/MOTEL	16,000	12,594	0	0	0	8,560	25,000	5,000
MISCELLANEOUS	500	846	500	280	500	22,655	500	500
TOTAL OPERATING	395,712	373,369	399,159	342,454	375,812	396,839	414,144	407,319
REPLACE BLDG INFRASTRUCTURE ITEMS	12,600	0	15,000	0	15,000	13,698	10,000	0
TOTAL CIP	27,600	14,950	23,000	0	23,000	13,698	10,000	0
TOTAL RECREATION EXPEND	423,312	388,319	422,159	342,454	398,812	410,537	424,144	407,319
REVENUES	320,500	255,900	328,500	317,461	312,500	376,926	317,500	337,500
	(102,812)	(132,419)	(93,659)	(24,993)	(86,312)	(33,611)	(106,644)	(69,819)

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
GOLF COURSE EXPENDITURES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
SALARY-MANAGER	33,000	33,000	34,400	33,560	36,000	35,640	37,210	34,000
TIPS		1,770	0	2,552		2,855		0
PART-TIME SALARIES	42,000	37,975	42,000	39,695	42,000	43,200	42,000	44,000
FICA	5,738	5,420	5,845	5,599	5,845	6,025	6,050	5,000
IPERS	7,080	5,822	7,213	6,275	7,213	6,236	6,600	5,700
STAFF CLOTHING	700	93	700	318	700	48	700	300
CLUBHOUSE MAINT	4,000	4,477	3,500	2,688	3,500	4,669	2,500	2,500
GROUNDS MAINT	19,000	9,137	15,000	13,905	15,000	9,671	14,000	14,000
HORTICULTURE CHEM & APPLICATN	8,000	12,154	8,000	8,906	8,000	5,776	8,000	8,000
FUEL	4,500	4,780	5,000	2,588	5,000	7,031	5,000	6,000
EQUIPMENT MAINT	4,500	12,627	4,500	11,850	4,500	14,473	4,500	8,000
UTILITIES	9,000	10,563	10,500	8,584	10,500	10,848	10,500	11,500
PHONE, INTERNET	5,400	6,052	5,400	6,225	5,400	8,626	5,400	6,500
ADVERTISING	4,000	14,360	6,000	6,414	6,000	5,486	6,000	6,000
INSURANCE (UNGER)	1,100	1,096	1,100	750	1,100	1,211	1,100	1,300
CART RENTAL	7,500	7,500	7,275	0	7,275	17,895	7,500	10,000
SALES TAX	3,000	2,293	2,500	2,861	2,500	2,493	2,500	2,500
BEVERAGE PRODUCTS	17,500	12,027	16,500	14,123	16,500	14,067	16,500	14,000
FOOD ITEMS	2,500	2,157	2,500	2,619	2,500	1,975	2,500	2,500
PRO SHOP SUPPLIES	15,000	26,193	15,000	28,124	15,000	13,233	9,000	3,000
SUPPLIES	3,500	2,179	3,500	956	3,500	2,096	3,500	3,000
LICENSES- LIQUOR & FOOD	1,500	1,632	1,500	150	1,500	3,114	0	1,500
MISCELLANEOUS	1,000	5,388	1,000	7,046	1,000	3,466	1,500	1,000
CREDIT CARD FEES						2,808	5,500	5,500
EQUIPMENT PURCHASE	4,000	2,339	3,000	0	3,000	0	3,000	1,000
COURSE EQ PURCHASE	2,000	2,572	1,500	488	1,500	0	1,500	1,500
TOTAL EXPENSES	205,518	225,405	203,714	206,556	205,033	222,941	202,560	198,300
REVENUES	133,400	113,169	137,400	129,132	130,400	118,624	126,300	126,000
	-72,118	-112,236	-66,314	-77,424	-74,633	-104,318	-76,260	-72,300

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
BUILDING DEPARTMENT EXPEND	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
SALARIES	68,604	60812	60,948	62,698	56,000	57,200	59,500	63,105
SPECIAL PROJECT COORDINATOR		7392	10,000	2,135	-	-	-	-
FICA	5,249	5075	5,428	4,858	5,428	4,370	4,550	4,828
IPERS	6,477	6438	6,698	5,470	6,698	5,400	5,615	5,957
GROUP INSURANCE	16,453	18746	21,040	13,320	21,040	9,032	9,000	9,500
PROFESSIONAL DEVELOP/MATERIALS	1,100	4529	1,100	521	2,500	1,499	2,500	2,500
FUEL	1,000	427	1,000	248	1,000	392	1,000	1,000
VEHICLE MAINT	1,500	869	1,500	47	1,500	80	1,500	1,500
PHONE	450	551	450	562	450	558	600	600
MISC.	500	70	500	466	500	407	500	600
LEGAL	3,000	663	3,000	8,136	3,000	8,519	4,000	4,000
OFFICE SUPPLIES	600	160	600	25	600	41	500	400
RECORDING	200	0	200	-	200	-	200	200
NEIGHBORHOOD IMPROV PROG	50,000	7200	20,000	15,412	20,000	17,243	20,000	20,000
TOTAL EXPENDITURE	155,133	112932	132,464	113,897	118,916	104,741	109,465	114,189
REVENUES	11,200	28,674	11,200	64,426	12,300	66,650	16,280	18,250
	(143,933)	(84,258)	(121,264)	(49,472)	(106,616)	(38,091)	(93,185)	(95,939)

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
ADMINISTRATION EXPENDITURES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
CITY ADMINISTRATOR SALARY	50,619	50,648	52,644	52,483	54,800	54,518	56,700	60,145
MAYOR SALARY	2,400	3,600	4,800	4,800	4,800	4,800	4,800	4,800
COUNCIL SALARY	4,200	3,360	8,400	6,900	8,400	6,960	7,500	7,200
FICA - CITY SHARE	4,378	3,953	5,037	4,049	5,500	4,205	4,338	4,601
IPERS	5,402	5,254	6,216	5,917	6,500	6,121	5,352	6,811
GROUP INSURANCE - CITY SHAR	8,227	9,820	10,520	8,633	13,000	9,212	10,277	10,000
CITY CLERK SALARY	33,469	33,561	34,001	30,018	35,500	46,361	28,000	28,199
FICA - CITY SHARE	2,561	2,481	2,601	2,154	3,000	3,310	2,100	2,157
IPERS	3,160	2,854	3,210	2,793	3,500	4,377	2,600	2,662
GROUP INSURANCE - CITY SHAR	8,227	9,373	10,520	10,339	13,000	17,357	10,277	10,000
ELECTION EXPENSE	4,000	8,072	4,000	-	4,000	790	4,000	4,000
SALARIES	17,306	24,209	17,998	21,740	19,000	2,082	21,632	22,992
OVERTIME	500	1,045	520	2,970	1,000	737	1,000	1,000
FICA - CITY SHARE	1,363	1,746	1,417	1,804	2,000	212	1,655	2,157
IPERS - CITY SHARE	1,681	2,340	1,748	1,455	2,500	266	2,042	2,170
GROUP INSURANCE - CITY SHAR	6,581	9,555	8,415	2,817	9,000	207	10,277	10,000
LEGAL FEES		30,762	0	25,101		31,137	35,000	38,000
LEGAL FEES-ENFORCEMENT	7,000	8,161	7,000	10,129	8,000	8,248	15,000	8,000
LEGAL FEES-COUNCIL MEETINGS	2,000	8,873	2,000	7,606	2,000	12,988	20,000	14,000
BUILDING & GROUNDS MAINT (INCLUDE JANITOR)	8,000	12,152	8,000	34,656	8,000	20,721	10,000	10,000
MAINT AGREEMENT-COMPUTER& E	14,000	5,492	14,000	14,332	14,000	11,881	14,000	14,000
FUEL-ADMIN		162	200	134	200	0	150	100
UTILITIES	11,000	10,478	11,000	11,086	11,000	12,139	11,000	12,500
TELEPHONE	9,000	5,305	9,000	6,130	9,000	6,250	7,000	7,000
INSURANCE	45,000	45,000	50,000	49,200	50,000	70,272	50,500	51,000
PROFESSIONAL DEVELOPMENT & DUES	6,000	5,490	-	3,578	6,000	4,686	4,500	4,500
AUDIT	7,000	12,736	8,000	15,212	10,000	14,605	13,000	13,000
ENGINEERING	1,000	0	1,000	-	500		-	
PRINTING/PUBLICATIONS/RECOR	5,000	5,253	5,500	8,115	6,000	4,329	6,000	5,000
COMPUTER & PROGRAMMING	2,000	0	2,500	13,698	2,500	12,503	10,000	10,000
VIDEO SERVICES	0	11,943	-	4,876	6,000	4,640	6,000	5,040
OPERATING & OFFICE SUPPLIES	5,000	2,267	5,000	4,864	5,000	4,215	5,000	4,500
SPECIAL EVENTS/FLAGS/XMAS	1,200	386	1,200	272	1,000	-	500	500
MISCELLANEOUS	4,500	530	4,500	(331)	3,000	901	2,000	1,500
GROW GREENE COUNTY		23,985		26,157		29,770		-
TOTAL OPERATING	293,024	361,259	325,197	393,688	352,200	381,026	383,200	377,535
TRANSFER TO H.INS. SINK FUN	9,000		9,000	9,000	9,000	9,000	10,000	10,000
TOTAL TRANSFERS	9,000	23,985	9,000	9,000	9,000	9,000	10,000	10,000
subtotal operating & transfers	302,024	385,244	334,197	402,688	361,200	390,026	393,200	387,535
TOTAL ADMINISTRATION EXP	302,024	385,244	334,197	402,688	361,200	390,026	393,200	387,535

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
ROAD USE TAX REVENUES								
RUT MONTHLY RECEIVER	525,745	558,499	538,780	650,282	545,000	582,157	524,841	525,428
MISCELLANEOUS	5,000	2,788	5,000	9,349	3,000	5,001	5,000	5,000
TRANSFERS IN FROM LOST						0	225,000	99,000
TOTAL OPERATING REVENUES	530,745	561,287	543,780	659,631	548,000	587,158	759,310	629,428
TOTAL OPERATING REVENUES	530,745	561,287	543,780	659,631	548,000	587,158	759,310	629,428
ROAD USE TAX EXPENDITURES								
SALARIES	230,595	216,134	135,360	224,439	139,420	238,189	246,629	250,503
PART TIME HELP	7,000	2,280	7,000 xz		7,000	4,349	7,000	7,000
OVERTIME	4,445	791	4,556	3,473	4,692	1,669	5,000	5,000
HOLIDAY PAY	600	863	500	149	500	272	0	600
PROFESSIONAL DEVELOPMENT	1,100	1,200	1,300	882	1,300	2,234	1,300	4,500
BUILDING & GROUNDS MAINTENA	7,000	2,417	7,000	4,929	7,000	9,327	7,000	7,000
GASOLINE/FUEL	19,750	20,687	19,750	19,821	19,750	21,202	21,000	22,000
EQUIPMENT MAINTENCE	20,000	15,832	20,000	29,500	20,000	23,498	25,000	25,000
UTILITIES	7,500	7,178	9,000	7,544	9,000	9,777	9,000	9,000
TELEPHONE	1,750	2,141	3,500	2,227	3,500	2,270	2,500	2,500
ENGINEERING	1,000	0	1,000	0	1,000	425	1,000	1,000
INSURANCE	35,000	40,029	40,100	47,464	41,303	40,000	47,000	42,000
SAFETY CLOTHING/EQUIPMENT	600	1,453	600	446	600	1,284	600	600
OPERATING SUPPLIES & MATERI	8,500	5,064	8,500	8,145	8,500	5,718	8,500	8,000
SEAL AND REPLACE	7,000	0	7,000	829	7,000	7,829	7,000	7,000
MISCELLANEOUS	2,000	193	2,000	7,759	2,000	5,632	2,000	2,000
STREET LIGHTING UTILITY	94,000	98,370	94,000	89,343	96,820	101,842	52,500	0
TRAFFIC CONTROL - PAINT, ET	7,500	920	7,500	4,410	7,500	3,021	8,000	7,500
SNOW REMOVAL, SALT, SAND	19,000	25,276	19,000	8,775	19,000	14,483	21,000	22,000
GREENE COUNTY TRANSIT-WITS BUS	4,600	4,829	4,600	4,164	4,600	4,182	4,700	4,700
TREE REMOVAL	12,000	17,393	14,000	1,801	14,000	11,140	14,000	14,000
TOTAL OPERATING	492,940	463,050	409,266	467,017	416,485	508,343	492,729	441,903
CAPITAL OUTLAY	151,000	147,569	152,000	157,625	115,500	22,907	225,000	125,000
TOTAL CIP	151,000	147,569	152,000	157,625	115,500	22,907	225,000	125,000
TRANSFER TO GENERAL	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
TRANSFER TO ISF- EQUIPMENT						0	22,128	0
TOTAL TRANSFERS	50,000	50,000	50,000	50,000	50,000	50,000	72,128	50,000
subtotal operating & transfers	693,940	660,619	611,266	674,642	581,985	581,250	789,857	616,903
TOTAL ROAD USE TAX EXP	693,940	660,619	611,266	674,642	581,985	581,250	789,857	616,903
TOTAL REVENUES	530,745	561,287	543,780	659,631	548,000	587,158	759,310	629,428
TOTAL EXPENDITURES	693,940	660,619	611,266	674,642	581,985	581,250	789,857	616,903
REVENUES OVER(UNDER) EXPEND	-163,195	-99,332	-67,486	-15,010	-33,985	5,909	-30,547	12,525

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024	2024
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	GET
WATER REVENUES									
INTEREST ON INVESTMENTS	-	5	-	0	-		0	2	0,000
INTEREST NOW ACCOUNT	1,000	1,475	1,000	1,347	1,400	1,516	1,400	1,400	
SALE OF METERED WATER	1,202,100	1,036,776	1,238,100	1,081,173	1,238,000	1,125,572	1,330,000	1,394,000	0,000
METER CHANGES	2,000	7,197	2,000	6,453	7,000	5,686	6,500	6,000	
CONNECTION/DISCONNECT FEES	4,500	9,293	4,500	8,972	8,000	8,559	8,900	8,500	0,000
SOLD AT PLANT	3,500	728	3,500	(1,657)	1,000	1,579	3,200	1,800	0,000
CREDIT CARD FEES	375	4,101	375	3,752	4,000	4,312	3,700	3,700	0,000
MISCELLANEOUS	2,000	2,451	2,000	1,581	2,000	6,906	2,000	2,000	0,000
TOTAL OPERATING REVENUES	1,215,475	1,062,026	1,251,475	1,101,621	1,261,400	1,154,131	1,355,700	1,417,402	0,000
TRANSFER-WA REVENUE INTEREST	1,000	0	1,000	1,000	1,000	1,000	1,000	1,000	0,344
TRANSFER-WA CAPITAL INTEREST	1,000	0	1,000	1,000	1,000	1,000	1,000	1,000	
TRANSFER- WA PLANT REPLACE						46352			0,344
TOTAL TRANSFERS IN	2,000	0	2,000	2,000	2,000	48,352	2,000	2,000	
TOTAL WATER REVENUES	1,217,475	1,062,026	1,253,475	1,103,621	1,263,400	1,202,483	1,357,700	1,419,402	9,402
									0,344
WATER EXPENDITURES									
SALARIES	226,078	201,309	234,183	209,655	241,208	209,411	210,134	242,007	
OVERTIME	3,703	1,659	4,035	4,635	4,156	1,772	4,196	4,300	0,058
HOLIDAY PAY	1,000	1,044	1,000	1,462	1,000	1,288	1,000	1,000	
FICA - CITY SHARE	17,653	14,880	18,301	15,892	18,850	15,757	16,075	18,516	
IPERS - CITY SHARE	21,766	18,472	22,583	19,096	23,260	18,989	19,837	22,846	
GROUP INSURANCE - CITY SHAR	77,328	70,429	85,549	61,508	88,115	53,028	66,802	54,000	
CLOTHING ALLOWANCE	1,170	1,589	1,185	588	1,215	1,352	1,350	1,350	0,024
PROFESSIONAL DEVELOPMENT	5,000	3,960	5,200	2,117	5,200	5,422	5,200	7,500	0,000
BUILDING & GROUNDS MAINTENANA	1,200	21,722	1,200	8,913	1,200	713	8,000	2,000	0,000
PLANT MAINTENANCE & SUPPLIE	55,000	156,371	90,000	261,985	173,000	68,914	90,000	90,000	0,000
STORAGE MAINTENANCE	200	0	200	-	200	-	200	200	
GASOLINE/FUEL	6,000	3,609	5,500	3,598	5,500	5,522	4,000	4,000	
VEHICLE MAINT. & REPAIR	3,000	2,232	3,000	2,601	3,000	2,626	3,000	3,000	
UTILITIES	67,000	79,118	67,000	64,309	67,000	77,270	72,000	75,000	
TELEPHONE	5,400	4,682	5,400	5,052	5,400	5,266	5,400	6,300	
ENGINEERING	2,000	3,611	22,000	14,010	6,000	46,353	22,000	15,000	
INSURANCE	25,000	41,484	25,000	46,579	30,000	40,118	47,000	47,000	
LEGAL FEES	2,000	90	2,000	914	2,000	-	-	2,000	
ACCOUNTING, COLLECTIONS & SALES	57,680	60,165	59,410	59,132	61,192	68,321	59,410	62,000	
REFUNDS	500	0	500	(94)	500	-	500	500	
TESTING	7,500	1,543	7,725	2,713	8,000	1,825	7,725	7,725	
CHEMICALS & TESTING	125,000	132,529	131,000	143,977	136,000	136,026	137,000	141,000	
PURCHASE OF EQUIPMENT	6,000	6,164	6,000	2,305	6,000	13,165	6,000	6,000	
EQUIPMENT REPLACEMENT-PLANT	14,000	0	14,000	-	14,000	457	14,000	14,000	
SAFETY CLOTHING/EQUIPMENT	600	258	600	230	600	400	4,100	600	
MAINTENANCE TOOLS	500	1,755	500	181	500	291	500	500	
OPERATING & OFFICE SUPPLIES	4,200	10,197	4,200	8,885	4,200	7,866	4,200	4,500	
CLEANING SUPPLIES	1,500	244	1,500	-	1,500	90	1,500	1,500	
LAB SUPPLIES	5,200	6,034	5,200	9,622	6,000	11,619	7,500	9,000	
METERS & METER MAINTENANCE	8,000	30,521	12,000	25,526	23,000	30,878	30,000	35,000	
MISCELLANEOUS	5,100	2,739	5,100	12,957	5,100	6,209	5,100	5,000	
TOTAL OPERATING	758,778	907,013	849,571	989,361	945,396	830,947	856,228	883,344	

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
SANITATION REVENUES								
LANDFILL FEES	63,000	61,272	63,000	61,439	63,000	61,615	63,000	66,150
GARBAGE FEES	400,000	407,379	412,000	417,258	421,000	433,300	425,000	454,965
YARDWASTE SITE FEES	21,600	21,388	21,600	21,434	21,600	21,468	21,600	22,100
EXTRA BAGS/CANS FEE	5,500	2,665	5,500	612	2,700	1,256	5,000	1,300
DUMPSTER CHARGES	28,000	20,934	28,000	23,860	21,000	20,740	21,000	21,000
E-WASTE	3,000	2,416	3,000	2,474	3,000	1,727	2,500	2,000
EXTRA PICKUP ITEMS FEE	8,100	6,640	8,100	8,472	6,600	8,939	8,100	8,100
COMPOSTING	300	115	300	165	200	167	300	300
MISCELLANEOUS	1,500	1,278	1,500	113	1,300	1,979	1,500	1,500
TOTAL SANITATION REVS	531,000	524,087	543,000	535,827	540,400	551,192	548,000	577,415
SANITATION EXPENDITURES								
SALARIES	183,898	167,245	188,785	178,144	194,485	193,496	201,101	202,650
PART-TIME SALARIES	5,000	10,970	5,000	8,037	5,000	4,881	5,000	5,000
OVERTIME	4,749	941	4,866	2,320	5,012	970	5,162	5,317
HOLIDAY PAY	1,700	1,662	1,751	1,610	1,751	2,048	1,803	1,857
FICA - CITY SHARE	14,944	13,289	15,331	13,953	15,790	14,868	15,384	16,200
IPERS - CITY SHARE	16,441	11,437	18,918	12,423	19,486	15,548	18,983	19,990
GROUP INSURANCE- CITY SHARE	61,698	61,063	78,898	56,145	81,265	58,527	71,530	68,000
CLOTHING ALLOWANCE	1,348	673	1,383	787	1,215	1,050	1,350	1,350
DUES AND PER CAPITA	1,100	5,431	1,000	5,431	12,000	5,431	12,000	9,000
BUILDING & GROUNDS MAINTENANCE	5,000	3,809	5,000	3,224	5,000	5,217	5,000	5,500
TRAINING, SCHOOL, CONTINUE ED								2,000
GASOLINE/FUEL	13,000	15,772	14,500	13,955	14,500	23,695	20,000	24,000
VEHICLE MAINT. & REPAIR	12,500	6,932	11,500	6,298	15,500	12,924	15,500	15,500
UTILITIES	3,000	937	3,000	999	3,000	1,107	3,000	2,000
INSURANCE	23,500	46,730	38,000	45,366	45,000	45,000	31,000	45,000
SALES TAX	7,700	8,448	8,200	8,472	8,200	8,757	8,500	8,800
LANDFILL FEES	102,000	98,104	102,000	98,379	105,000	101,223	105,000	105,000
OPERATING & OFFICE SUPPLIES	6,000	3,308	6,000	5,702	6,000	6,112	6,000	6,000
YARDWASTE SITE	21,000	19,800	21,000	247,727	21,000	15,600	21,000	22,000
CONTAINERS	5,000	6,390	5,000	5,320	6,000	3,129	5,000	5,000
MISCELLANEOUS	2,000	3,496	2,000	4,971	2,000	5,078	2,000	2,000
SAFETY SUPP & CLOTHING	600	0	600	-	600	112	600	600
TOTAL OPERATING	492,178	486,437	533,732	720,675	567,804	524,772	554,913	572,764
TRANSFER TO GENERAL	43,000	43,000	43,000	43,000	43,000	43,000	43,000	43,000
TRANSFER TO ISF (NEW TRUCK	20,000	20,000	20,000	20,000	20,000	20,000	19,475	20,000
TOTAL TRANSFERS OUT	63,000	63,000	63,000	63,000	63,000	63,000	62,475	63,000
subtotal operating & transfers	555,178	549,437	596,732	783,675	630,804	587,772	617,388	635,764
TOTAL SANITATION EXP	555,178	549,437	596,732	783,675	630,804	587,772	617,388	635,764
TOTAL REVENUES	531,000	524,087	543,000	535,827	540,400	551,192	548,000	577,415
TOTAL EXPENDITURES	555,178	549,437	596,732	783,675	630,804	587,772	617,388	635,764
REVENUES OVER(UNDER) EXPEND	(24,178)	(25,350)	(53,732)	(247,847)	(90,404)	(36,580)	(69,388)	(58,349)

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
RECYCLING REVENUES								
FEES	86,000	91,085	86,000	121,121	147,000	156,941	156,000	156,000
CITIES & CO. CONTRIBUTIONS	40,304	68,029	40,000	62,465	65,000	62,705	65,000	65,000
MISCELLANEOUS	2,000	87	2,000	2,000	0	972.74	2,000	2,000
TOTAL OPERATING REVENUES	128,304	159,201	128,000	185,586	212,000	220,619	223,000	223,000
RECYCLING EXPENDITURES								
SALARIES	42,058	44,829	44,904	49,072	46,251	52,133	54,770	57,737
OVERTIME	1,214	637	1,306	512	1,345	639	1,505	1,505
HOLIDAY PAY	500	713	500	773	500	532.14	500	500
FICA - CITY SHARE	3,349	3,375	3,574	3,698	3,682	3,925	4,190	4,417
IPERS - CITY SHARE	4,132	262	4,410	283	4,542	2,644	5,170	5,450
GROUP INSURANCE - CITY SHAR	16,453	19,730	21,040	19,640	21,672	18,484	21,582	21,000
CLOTHING ALLOWANCE	390	240	395	170	405	179	450	450
GASOLINE/FUEL	6,500	8,694	12,000	8,848	12,000	14,093	10,000	14,000
TRAINING, SCHOOL, CONTINUING ED								1,000
VEHICLE MAINT & REPAIR	6,600	2,331	6,100	14,716	8,000	4,694	12,000	12,000
INSURANCE	12,000	12,000	12,000	19,632	12,360	15,006	12,000	15,000
RECYCLING TONNAGE (MARKETING) FEES	46,000	62,340	25,000	26,916	28,000	19,032	28,000	20,000
OPERATING & OFFICE SUPPLIES	1,900	1,756	1,900	1,517	1,900	2,758	1,900	2,100
CONTAINERS	5,000	3,130	5,000	2,460	5,000	0	5,000	5,000
EDUCATION PROMOTIONS	2,000	1,802	2,000	1,855	2,000	648	2,000	2,000
MISCELLANEOUS	1,000	416	1,000	9,557	1,000	3,734	1,000	1,000
SAFETY EQUIP & CLOTHING	200	201	200	-	200	0	200	200
COLLECTIVE BARGAINING	-	0		620	0	0	0	0
TOTAL OPERATING	149,296	162,454	141,329	160,268	148,857	138,500	160,267	163,359
TRANSFER TO GENERAL FUND	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
TRANSFER TO ISF FOR TRUCK R	7,500	7,500	7,500	7,500	7,500	7,500	56,648	54,641
TOTAL TRANSFERS OUT	12,500	12,500	12,500	12,500	12,500	12,500	61,648	59,641
subtotal operating & transfers	161,796	174,954	153,829	172,768	161,357	151,000	221,915	223,000
TOTAL RECYCLING EXP	161,796	174,954	153,829	172,768	161,357	151,000	221,915	223,000
TOTAL REVENUES	128,304	159,201	128,000	185,586	212,000	220,619	223,000	223,000
TOTAL EXPENDITURES	161,796	174,954	153,829	172,768	161,357	151,000	221,915	223,000
REVENUES OVER(UNDER) EXPEND	(33,492)	(15,753)	(25,829)	12,817	50,643	69,618	1,085	0

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
	BUDGET	ACTUALS	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
AIRPORT REVENUES								
RENTAL	17,000	23,953	17,000	30,850	20,000	27,079	30,000	25,000
CASH RENT ON FARM LAND	34,000	27,625	34,000	27,625	28,000	31,032	34,000	34,000
HOUSE RENTAL		2,450	4,200	3,150	3,000	4,200	3,000	4,200
SALE OF FUEL	45,400	67,713	45,400	36,011	62,000	29,444	60,000	60,000
MISCELLANEOUS	500	4,461	500	-9	500	58,700	500	500
INTEREST ON INVESTMENTS		1	0	25		354	590	750
TOTAL OPERATING REV	96,900	126,202	101,100	97,652	113,500	150,808	128,090	124,450
AIRPORT EXPENDITURES								
BUILDING & GROUNDS MAINT	9,000	25,258	9,000	11,826	25,000	91,002	25,000	25,000
FUEL	34,500	59,122	9,000	11,826	60,000	29,967	50,000	45,000
RADIO MAINTENANCE	3,000	0	3,000	0	2,000	0	2,000	500
UTILITIES	6,200	5,913	6,200	6,677	6,200	5,658	6,200	6,000
TELEPHONE	1,400	2,663	6,200	6,677	2,700	2,685	2,700	3,000
INSURANCE	2,000	1,695	2,000	2,322	2,000	2,322	2,000	3,000
CONTRACT	7,200	7,200	7,200	7,200	7,200	7,200	7,200	7,200
MISCELLANEOUS	2,000	8,116	7,000	5,578	7,000	3,745	7,000	6,000
CAPITAL IMPROVEMENTS	2,500	0	2,500	0	0	13,700	0	0
TOTAL OPERATING	67,800	109,968	52,100	52,107	112,100	156,279	102,100	95,700
TRANSFER TO PA	10,000	10,000	10,000	10,000	10,000	55,000	20,000	20,000
TOTAL AIRPORT EXP	77,800	119,968	62,100	62,107	122,100	211,279	122,100	115,700
TOTAL REVENUES	96,900	126,202	101,100	97,652	113,500	150,808	128,090	124,450
TOTAL EXPENDITURES	77,800	119,968	62,100	62,107	122,100	211,279	122,100	115,700
REVENUES OVER(UNDER) EXPEND	19,100	6,233	39,000	35,545	(8,600)	(60,470)	5,990	8,750

	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024
L.O.S.T. REVENUES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
STATE OF IOWA	425,000	462,178	425,000	489,848	450,000	653,102	555,750	563,000
TOTAL REVENUE	425,000	462,178	425,000	489,848	450,000	653,102	555,750	563,000
L.O.S.T. EXPENDITURES								
POLICE-LEC SHARE					15,000	0	15,000	30,000
STREET IMPROVEMENTS	155,000	139,044	155,000	219,371	155,000	204,438	275,000	405,000
SEWER SYSTEM MAINTENANCE	70,000	76,840	26,000	35,000	70,000	70,467	40,000	70,000
SEWER DRAIN TILE MAINTENANCE	9,000	-	9,000		9,000	-	9,000	9,000
WATER SYSTEM MAINTENANCE	25,000	31,464	25,000	19,504	25,000	36,211	25,000	25,000
WATER HYDRANT/VALVE REPLACE	30,000	46,429	30,000	24,418	30,000	27,727	30,000	30,000
WATER SERVICE LINE REPAIRS	30,000	5,321	25,000	13,099	25,000	10,934	15,000	15,000
SIDEWALK PROGRAM	15,000	14,742	-		15,000	15,000	50,000	100,000
WINDOWS							15,000	30,000
STREET LIGHTING FROM RUT							52,500	99,000
TOTAL EXPENDITURES	986,500	326,315	428,500	662,414	520,500	550,364	631,500	813,000
TRANSFER TO GENERAL FOR PD								
TOTAL EXPENDITURES	986,500	326,315	428,500	662,414	520,500	550,364	631,500	813,000
TOTAL REVENUES	425,000	462,178	425,000	489,848	450,000	653,102	555,750	563,000
TOTAL EXPENDITURES	986,500	326,315	428,500	662,414	520,500	550,364	631,500	813,000
REVENUES OVER(UNDER) EXPEND	(561,500)	135,863	(3,500)	(172,566)	(70,500)	102,738	(75,750)	(250,000)

Fort Dodge Asphalt Company

2516 7th Avenue South, Fort Dodge, IA 50501

Ph. (515) 573-3124 Fax (515) 576-4821

Proposal A

January 18, 2023

Proposal may be withdrawn if:
accepted within 30 days.

TO: **City of Jefferson**

220 N. Chestnut Street

Jefferson, Iowa 50129

EMAIL Davemcjeff@netins.net

ATTN. Dave Morlan

PH.

FAX

CELL 515.370.3728

Job name or Project #: West Lincoln Way - 2" Mill and Overlay

This proposal will cover costs associated with the work outlined below:

1. Mill the existing pavement to a depth of 2" for a nominal cross slope.
2. Tie into intersections as needed with milling. *See attached google earth image.*
3. Clean and prep the existing surface after milling operations.
4. Place 2" of new hot mix asphalt over milled surfaces.
5. Roll and compact new hot mix asphalt.
6. Place concrete boxouts (circular) on manholes. Subcontracted to Castor Construction.
- City to supply new manhole castings if needed/wanted. Quote is for removing, setting the casting, and pouring concrete for the boxout. Excludes Castings and Chimney Seals.
7. Clean up as necessary.

Lump Sum Cost of: \$ 160,942.92

NOTE: Work will be performed under a street closure from Elm Street to Grimmel Street on West Lincoln Way. The City of Jefferson will supply traffic control signage for the project. If additional signage is needed, Fort Dodge Asphalt will assist in supplying owned signs at no additional cost to the City of Jefferson. The City of Jefferson will post a notice to the residents of Jefferson when work is taking place for the closure and coordinate mail, trash pick up, etc. as needed. No other work to underground utilities is provided in this quote except for manhole boxout.

Fort Dodge Asphalt
Authorized Signature

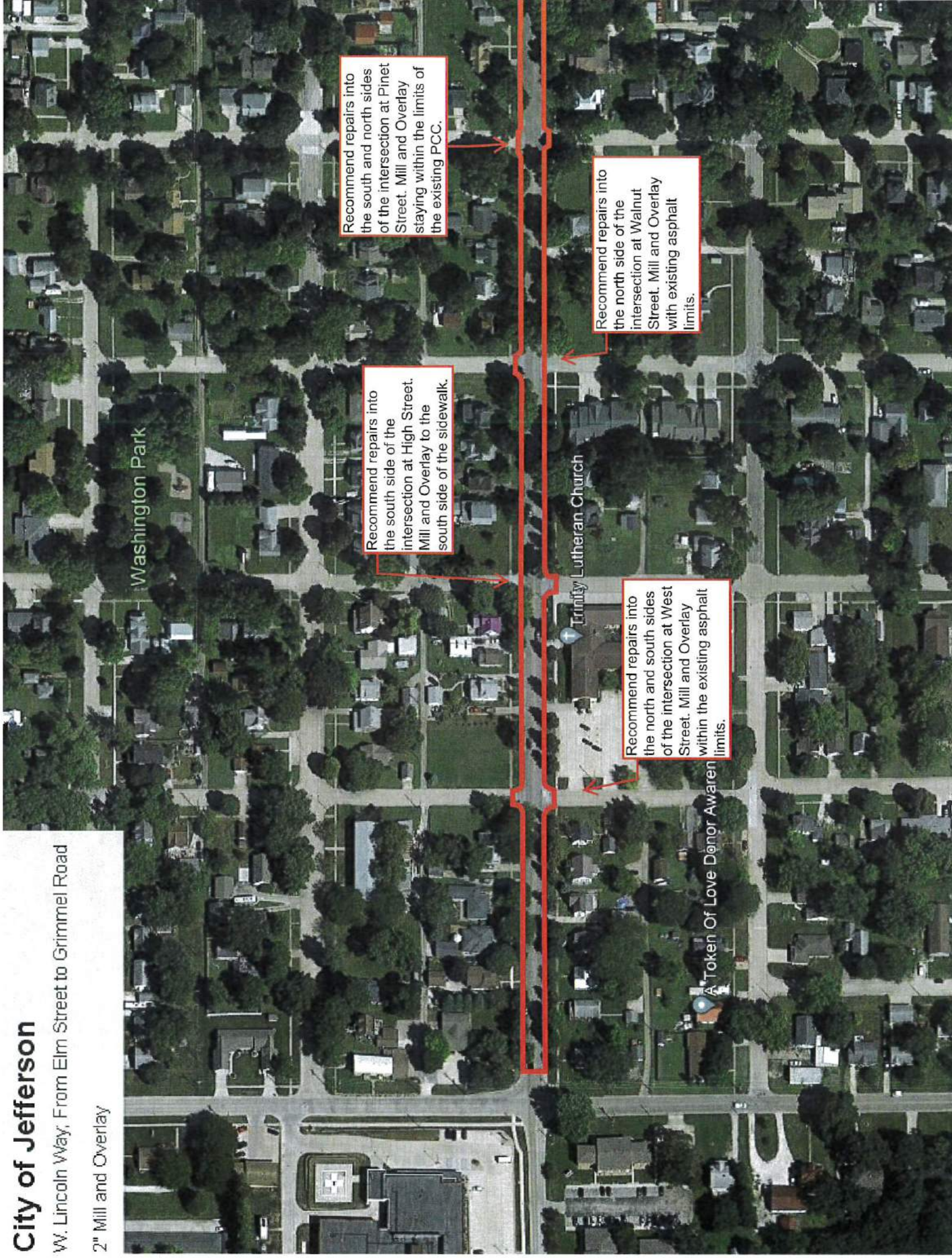


Authorized Signature
Accepted by & Date:

City of Jefferson

W. Lincoln Way, From Elm Street to Grimmel Road

2" Mill and Overlay





System Summary

Streetscape Audio Automation and Refresh
City of Jefferson, Jefferson, Iowa

This proposal allows for CEC to demo old audio hardware in the equipment rack and replace with an audio Digital Signal Processor (DSP), Amplifiers, Siriusxm Business radio and audio control panel.

CEC will perform the following:

- Remove old audio equipment from the rack and return to owner.
- Replace existing amplifiers in the rack.
- Install QSYS Core 110 audio DSP and connect all existing inputs (Aux, CD player, 4- XLR wallplates) and outputs to new amps.
- Install Siriusxm Business radio (Subscription required) and connect to DSP. (Note: Sirius radio must be controlled locally or with separate app)
- Install 7" touch panel on rack panel.
- Connect DSP, Touchpanel and Sirius radio to owners network. (Note: Sirius radio must have internet access)
- Provide portable wireless microphone receiver kit to connect to any of the outside XLR jacks.
- Program QSYS DSP with presets for music, presentation with microphone and ducking for quick announcements.
- Program Touchpanel User interface to include Basic(volume, program etc) and Advanced which gives the ability to create schedules. (Note: QSYS App can be installed on iPad's and iPhone's for system control. Device must be on th same Vlan).
- Commission all mic and program level audio for proper operation.
- Provide user training not to exceed 2 hours.

Optional Music Source - Internet streaming radio, USB and am/fm sources.

System Implementation

The following scope of work defines the specific tasks and responsibilities required of each party to successfully complete the above referenced project. It also identifies specific conditions and clarifications upon which this proposal is derived.

CEC Responsibilities

- Provide, install, configure and program the CEC Provided Equipment.
- Provide project management & system warranty
 - Warranty will include 1-year labor coverage and equipment/manf. warranty
 - NOTE: Warranty shall begin on the date of beneficial use, or the project close out, whichever comes first.
- Provide Manufacturers documentation.



City of Jefferson - Audio Automation Streetscape Refresh City of Jefferson

Prepared by:

Communications Engineering Company

Joe Sanford
(319) 294-9000
Fax (515) 289-3713
jsanford@cecinfo.com

Prepared for:

City of Jefferson

N. Chestnut Street
Jefferson, IA
Dave Morlan
(515) 386-3252
davemcjeff@netins.net

Quote Information:

Quote #: 041933

Version: 1
Proposal Delivery Date: 02/09/2023
Proposal Expiration Date: 03/21/2023

Quote Summary		Amount
Hardware		\$10,675.21
Installation Services (LET)		\$11,266.84
	Proposal Subtotal:	\$21,942.05
	Shipping:	\$518.81
	Estimated Tax:	\$0.00
	Total:	\$22,460.86

A deposit of 40% is required at the time of purchase for all orders over \$10,000. Progress payments for material delivered and labor expended will be invoiced monthly. Invoice terms are NET 30 with approved credit.

This Proposal for sale of equipment or performance of services by CEC is subject to, and expressly conditioned upon CEC Standard Terms and Conditions. (<http://www.cecinfo.com/terms>) CEC Standard Terms and Conditions cannot be waived or altered without the express written consent of CEC Corporate Officer. By signing this Proposal, Customer expressly agrees to be bound by the terms of this Proposal and the CEC Standard Terms and Conditions.

Information contained in this proposal, including part numbers, installation details, pricing information, and engineering drawings shall be considered Proprietary and Confidential, and shall not be duplicated or shared with persons other than the intended recipient(s) referenced above.

IOWA ECONOMIC DEVELOPMENT AUTHORITY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
CONTRACT

RECIPIENT:	City of Jefferson
CONTRACT NUMBER:	23-HSGU-003
EFFECTIVE DATE:	February 15, 2023
AWARD AMOUNT:	\$453,071
END DATE:	February 28, 2026

THIS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ("CDBG") CONTRACT is made by and between the IOWA ECONOMIC DEVELOPMENT AUTHORITY, 1963 Bell Ave, Suite 200, Des Moines, Iowa 50315 ("Authority") and "Recipient", effective as of the date stated above.

WHEREAS, the Authority is designated to receive, administer, and disburse CDBG funds; and

WHEREAS, the Authority desires to disburse grant funds to the Recipient for eligible purposes primarily benefiting low and moderate income persons, eliminating slums and blight, or meeting community development needs having particular urgency; and

WHEREAS, the Recipient submitted an Application for funding to the Authority and the Authority has approved the Application; and

WHEREAS, in approving the Application the Authority has relied upon the Recipient's representations of proposed Project activities, management and financial condition of the Recipient, investment of other Project funds, and other material information contained therein; and

WHEREAS, the Recipient has certified to the Authority that the primary purpose for obtaining CDBG funds is to primarily benefit low and moderate income persons, eliminate slums and blight, or meet community development needs having a particular urgency;

NOW, THEREFORE, the Recipient accepts this grant upon the terms and conditions set forth in this Contract. In consideration of the mutual promises contained in this Contract and other good and valuable consideration, it is agreed as follows:

ARTICLE 1
DEFINITIONS

As used in this Contract, the following terms shall apply:

- 1.1 ACT. Act means Title I of the Housing and Community Development Act of 1974 as amended (42 U.S.C. 5301 et seq.).
- 1.2 ACTIVITY. "Activity" means the description of eligible work, services, and other accomplishments, as authorized by Section 105 of the "Act" and as further defined in 24 CFR 570.482, as revised April 1, 1997. Activities are found in the line items in the Recipient's "Budget Activity" in IowaGrants.gov account and have specific performance targets.
- 1.3 ADMINISTRATIVE CODE. "Administrative Code" means 261 Iowa Administrative Code, Chapter 23 and 25. Iowa Administrative Code is the composite of all rules adopted and administered by the executive branch to implement state law and policy.
- 1.4 ALLOWABLE COSTS. "Allowable Costs" are those costs which are identified in the "Budget Activity", Application, and consistent with Federal regulations and guidelines applicable to the CDBG program.
- 1.5 APPLICATION. "Application" is the Application the Recipient submitted in IowaGrants.gov.
- 1.6 BUDGET. "Budget" means the "Budget Activity" as found in the Recipient's IowaGrants.gov account.
- 1.7 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG). "Community Development Block Grant Program" means the grant program authorized by Title I of the Housing and Community Development Act of 1974, as amended.
- 1.8 CONTRACT. "Contract" means this Contract and all of the notes, leases, assignments, mortgages, and similar

documents referred to in the Contract and all other instruments or documents executed by the Recipient or otherwise required in connection with the Contract, including the CDBG grant Application together with any related submittal documents.

1.9 END DATE. "End Date" means the date the Contract ceases to be in force and effect. The Contract expires upon the occurrence of one of the following: a) the Recipient fulfills the conditions and Project activities agreed to herein as of the end date stated above; or b) the Contract is terminated by the Authority due to any default under Article 9.1; or c) the Contract is terminated in accordance with provisions set forth in Sections 8 and 9 of the General Provisions, Attachment A of this Contract.

1.10 GRANT. "Grant" means the award of CDBG funds to the Recipient for Project activities.

1.11 HUD. "HUD" means the U.S. Department of Housing and Urban Development.

1.12 IOWAGRANTS.GOV. "Iowa Grants.gov" means Iowa's Funding Opportunity Search and Grant Management System. This system allows you to electronically apply for and manage grants received by the state of Iowa. Persons accessing the system for this purpose are required to register online at www.iowaGrants.gov.

1.13 LOW- AND MODERATE-INCOME FAMILIES. "Low- and Moderate-Income Families" means those families earning no more than 80 percent of the higher of the median family income of the county or the statewide nonmetropolitan area as determined by the latest U.S. Department of Housing and Urban Development, Section 8 income guidelines. Unrelated individuals living together shall be considered as one-person families for this purpose.

1.14 LOW- AND MODERATE-INCOME PERSONS. "Low and Moderate Income Person" means a member of a low- and moderate-income family as defined above.

1.15 PROJECT. "Project" means the totality of "Activity", to be performed by the Recipient as described in the application the Recipient submitted in IowaGrants.gov and approved by the Authority.

1.16 RECIPIENT. "Recipient" means the entity identified above that has been selected to receive Program funds to undertake the funded Project and agrees to comply with all applicable CDBG requirements, including those found in Title I of the Housing and Community Development Act of 1974 (42 USC 5302 et seq.), the CDBG program regulations at 24 CFR part 570, and any other HUD funded program as applicable. For purposes of this agreement the "Recipient" shall also be considered to meet the definition and qualifications as a "Subrecipient" as defined in 2 CFR 200.93 and 2 CFR 200.330 and agrees to receive this "Subaward" as defined in 2 CFR 200.92.

ARTICLE 2 FUNDING

2.1 FUNDING SOURCE. The source of funding for the Grant is a Federal appropriation for the Community Development Block Grant (CDBG) Program.

2.2 RECEIPT OF FUNDS. All payments under this Contract are subject to receipt by the Authority of sufficient Federal funds for the CDBG program. Any termination, reduction or delay of CDBG funds to the Authority shall, at the option of the Authority, result in the termination, reduction or delay of CDBG funds to the Recipient.

2.3 PRIOR COSTS. If any Recipient has received written approval from the Authority to incur certain costs prior to the Effective Date of this Contract, then said written approval and the terms and conditions therein are incorporated herein and made a part of this Contract by this reference as if fully set forth. Any such costs incurred prior to the Effective Date of this Contract are subject to the Special Conditions and General Conditions of this Contract.

2.4 DISBURSEMENT OF LESS THAN THE TOTAL AWARD AMOUNT. If the total award amount has not been requested by the Recipient within sixty (60) days after the End Date, then the Authority shall be under no obligation for further disbursement. The Authority may allow access to funds after this time for allowable costs associated with the conduct of the audits required in Article 2.0 of the General Provisions, Attachment A to this Contract.

ARTICLE 3
TERMS OF GRANT

- 3.1 TIME OF PERFORMANCE. The services of the Recipient are to commence as of the Effective Date and shall be undertaken in such a manner as to assure their expeditious completion. All of the services required hereunder shall be completed on or before the End Date.
- 3.2 MAXIMUM PAYMENTS. It is expressly understood and agreed that the maximum amounts to be paid to the Recipient by the Authority for any item of work or service shall conform to the "Budget Activity" as found in the Recipient's IowaGrants.gov account. It is further understood and agreed that the total of all payments to the Recipient by the Authority for all work and services required under this Contract shall not exceed the Award Amount unless modified by written amendment of this Contract as provided for in Section 1.0 of the General Provisions, Attachment A.
- 3.3 LOCAL EFFORT REQUIREMENTS. The Recipient agrees to provide local contribution to the Project as defined in the "Local" column of the "Budget Activity". Expenditures above this level, necessary to complete the "Budget Activity", shall be paid with local funds. Reports of the local funds expended shall be included in the Request for Payment/Activity Status Report specified in Article 8.1(b), "Reports." The Authority to allow a delay in the contribution of local cash until . When a delay is allowed, the delay shall be until the specified date or until two-thirds of the grant amount has been drawn down, whichever come first, at which time no further Federal funds may be drawn down until sufficient local cash has been expended to attain the ratio of Federal to local funds specified in the Budget.
- 3.4 ADMINISTRATION. This Contract shall be administered in accordance with "Administrative Code" and all applicable State and Federal laws and regulations, including the Iowa Community Development Block Grant Management Guide, which has been distributed by the Authority to the Recipient.
- 3.5 SATISFACTORY PERFORMANCE. For all projects requiring approval of final plans and specifications by the Iowa Department of Natural Resources, said approval shall be completed within eighteen (18) months of the Effective Date of this contract.

ARTICLE 4
PERFORMANCE TARGET ACHIEVEMENT

- 4.1 PERFORMANCE TARGETS. By the End Date, the Recipient shall have accomplished the activities and performance targets as described in the "Budget Activity", and as further elaborated in the Application, as approved by the Authority.
- 4.2 DETERMINATION OF CONTRACT PERFORMANCE. The Authority has the final authority to assess whether the Recipient has met their performance targets by the End Date. The Authority shall determine completion according to the performance targets set forth in the "Budget Activity". The Authority reserves the right to monitor and measure at any time during and after the Contract term the achievement of the performance targets.

ARTICLE 5
USE OF FUNDS

- 5.1 GENERAL. The Recipient shall perform in a satisfactory and proper manner, as determined by the Authority, the work activities and services as written and described in the approved grant proposal (Application) as summarized in the Recipient's approved Community Development Block Grant "Budget Activity".
- 5.2 PROGRAM INCOME. Proceeds generated from the use of CDBG funds are considered program income when the total amount received by the Recipient in a fiscal year exceeds \$35,000, at which time the entire \$35,000 and excess are considered program income. Prior to the End Date, all program income shall be expended prior to requesting additional CDBG funds. Program income received by the Recipient after the End Date shall be returned to the Authority unless the Recipient has submitted, and the Authority has approved, a re-use plan. If applicable, any CDBG proceeds derived from an approved Revolving Loan Fund are considered program income, regardless of the amount received in any year.
- 5.3 BUDGET REVISIONS. Budget revisions shall be subject to prior approval of the Authority through the contract amendment process. Budget revisions shall be compatible with the terms of this Contract and of such a nature as to qualify as an allowable cost. Budget revisions requested during the final ninety (90) days of the Contract period will be approved by the Authority only if it determines that the revisions are necessary to complete the Project.

5.4 GENERAL ADMINISTRATIVE COST LIMITATIONS. Federal funds used for reasonable administrative costs, as allowed under Federal and State regulations, shall be limited to ten percent (10%) of the total CDBG funds as specified in the "Budget Activity". Total administrative costs (Federal plus local) on the Project shall not exceed ten percent (10%) of total Project "Budget Activity". Program income received by the Recipient during the Contract period is subject to the ten percent (10%) administrative cost limitation.

5.5 COST VARIATION.

(a) In the event that the total Project cost is less than the amount specified in the Agreement and the "Budget Activity", the CDBG participation shall be reduced at the same ratio to the total Project cost reduction as the original ratio of the CDBG funds to the total Project costs. Any disbursed excess above the reduced CDBG participation amount shall be returned immediately to the Authority.

(b) In the event that the total Project cost is greater than the amount specified in the "Budget Activity", the Authority shall, upon request, consider increasing the CDBG participation in the same ratio to the total increase in Project cost as the original ratio of CDBG funds to the total Project costs. The consideration of an increase of CDBG funds for a Project shall be subject to availability of funds, determination of reasonable and allowable costs, and all other applicable program rules.

(c) The Recipient may request the Authority to increase the CDBG participation to an amount that is higher than the proportional ratio. The Authority may permit such a higher increase if, in the Authority's judgment, the Recipient has demonstrated financial hardship.

ARTICLE 6
CONDITIONS TO DISBURSEMENT OF FUNDS

Unless and until the following conditions have been satisfied, the Authority shall be under no obligation to disburse to the Recipient any amounts under this Contract:

6.1 CONTRACT EXECUTED. The Contract shall have been properly executed and, where required, acknowledged.

6.2 COMPLIANCE WITH ENVIRONMENTAL AND HISTORIC PRESERVATION REQUIREMENTS. Funds shall not be released under this Contract until the Recipient has satisfied the environmental review and release of funds requirements set forth in 24 CFR Part 58, "Environmental Review Procedures for the Community Development Block Grant Program", and summarized in the Iowa CDBG Management Guide. In addition, construction contracts for non-exempt activities shall not be executed and construction shall not begin prior to providing the Authority with documentation of the Recipient's compliance with Section 106 of the National Historic Preservation Act and 36 CFR Part 800, "Protection of Historic Properties." The Recipient shall comply with any programmatic Memorandum of Understanding between the Iowa Economic Development Authority and the Iowa State Historic Preservation Office, applicable to any activities included in this contract.

6.3 PERMITS AND LICENSES. The Authority reserves the right to withhold funds until the Authority has reviewed and approved all material, such as permits or licenses from other state or Federal agencies, which may be required prior to Project commencement.

6.4 EXCESSIVE FORCE POLICY. The Authority, prior to release of funds under this Contract, shall review and approve the Recipient's policy on protecting individuals engaged in nonviolent civil rights demonstrations from the use of excessive force by law enforcement agencies within its jurisdiction, and enforcing state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction, consistent with the provisions of Section 906 of the National Affordable Housing Act of 1990 and Subsection 104(I) of the Housing and Community Development Act of 1974, as amended.

6.5 RESIDENTIAL ANTI/DISPLACEMENT AND RELOCATION ASSISTANCE PLAN APPROVAL. The Authority, prior to release of funds under this Contract, shall review and approve the Recipient's Residential Anti/Displacement and Relocation Assistance Plan, consistent with the requirements of Section 104(d) of the Housing and Community Development Act of 1974, as amended.

6.6 EQUAL OPPORTUNITY POLICY. The Authority, prior to release of funds under this Contract, shall review and approve the Recipient's equal opportunity policy, consistent with Section 109 of the Housing and Community Development Act of 1974 as amended.

6.7 PROCUREMENT POLICY. The Authority, prior to release of funds under this Contract, shall review and approve the Recipient's procurement policy, consistent with 2 CFR 200.318.

6.8 FAIR HOUSING POLICY. The Authority, prior to release of funds under this Contract, shall review and approve the

Recipient's fair housing policy, consistent with Section 109 of the Housing and Community Development Act of 1974 as amended.

6.9 CODE OF CONDUCT. The Authority, prior to release of funds under this Contract, shall review and approve the Recipient's code of conduct, consistent with 2 CFR 200.318.

6.10 DEVELOPMENT AGREEMENT. Prior to the release of funds under this contract, the Authority shall review and approve a Development Agreement executed between the Recipient Responsible Entity (City or County) and the Developer (Building Owner/Manager). This agreement shall guarantee that the Recipient will retain all responsibilities as written under said contract, and the Developer will own the property and executes the project.

ARTICLE 7 REPRESENTATIONS AND WARRANTIES OF RECIPIENT

To induce the Authority to make the Grant referred to in this Contract, the Recipient represents, covenants and warrants that:

7.1 AUTHORITY. The Recipient is duly authorized and empowered to execute and deliver the Contract. All required actions on the Recipient's part, such as appropriate resolution of its governing board for the execution and delivery of the Contract, have been effectively taken.

7.2 FINANCIAL INFORMATION. All financial statements and related materials concerning the Project provided to the Authority are true and correct in all material respects and completely and accurately represent the subject matter thereof as of the Effective Date of the statements and related materials, and no material adverse change has occurred since that date.

7.3 APPLICATION. The contents of the Application the Recipient submitted to the Authority for funding is a complete and accurate representation of the Project as of the date of submission and there has been no material adverse change in the organization, operation, or key personnel of the Recipient since the date the Recipient submitted its Application to the Authority.

7.4 CLAIMS AND PROCEEDINGS. There are no actions, lawsuits or proceedings pending or, to the knowledge of the Recipient, threatened against the Recipient affecting in any manner whatsoever their rights to execute the Contract or the ability of the Recipient to make the payments required under the Contract, or to otherwise comply with the obligations of the Contract. There are no actions, lawsuits or proceedings at law or in equity, or before any governmental or administrative authority pending or, to the knowledge of the Recipient, threatened against or affecting the Recipient or any property involved in the Project.

7.5 PRIOR AGREEMENTS. The Recipient has not entered into any verbal or written contracts, agreements or arrangements of any kind which are inconsistent with the Contract.

7.6 EFFECTIVE DATE. The covenants, warranties and representations of this Article are made as of the Effective Date of this Contract and shall be deemed to be renewed and restated by the Recipient at the time of each advance or request for disbursement of funds.

ARTICLE 8
COVENANTS OF THE RECIPIENT

8.1 AFFIRMATIVE COVENANTS. Until the Project has been closed out, audited, and approved by the Authority, the Recipient covenants with the Authority that:

(a) PROJECT WORK AND SERVICES. The Recipient shall perform the work and services detailed in the "Budget Activity" by the End Date.

(b) REPORTS. The Recipient shall prepare, review and sign the requests and reports as specified below in the form and content specified by the Authority. The Recipient shall review all Requests for Payment and verify that claimed expenditures are allowable costs. The Recipient shall maintain documentation adequate to support the claimed costs. After the Recipient has submitted its 1st Request for Payment the Recipient, shall continue to submit Request for Payment at least semiannually for each "Budget Activity".

The Authority reserves the right to require more frequent submission of the Activity Status Report than as shown below if, in the opinion of the Authority, more frequent submissions would help improve the Recipient's CDBG program.

<u>REPORT</u>	<u>DUE DATE</u>
1. Request for Payment / Activity Status Report	As funds are needed
2. Section 3 Report (if applicable)	Submitted annually
3. Updates to the Applicant/Recipient Disclosure Report	As needed due to changes
4. Iowa Green Streets Criteria Appendices D and E or F (if applicable)	Upon construction completion
5. Final request for Payment / Status Report	Within 30 days of End Date
6. Form 3-D, Final Accomplishments and Equal Opportunity Data (if applicable)	Within 30 days of End Date
7. Single Audit Form (required)	Within 30 days of receipt of Notice to Close letter
8. Audit Report (if applicable)	Within 30 days of audit completion

(c) RECORDS. The Recipient shall maintain books, records, documents and other evidence pertaining to all costs and expenses incurred and revenues received under this Contract in sufficient detail to reflect all costs, direct and indirect, of labor, materials, equipment, supplies, services and other costs and expenses of whatever nature, for which payment is claimed under this Contract. The Recipient shall maintain books, records and documents in sufficient detail to demonstrate compliance with the Contract and shall maintain these materials for the greater of three years after the date the recipient is notified that the state CDBG contract has been closed with HUD, or the period required by other applicable laws and regulations as described in § 570.487 and § 570.488. Records shall be retained beyond the prescribed period if any litigation or audit is begun or if a claim is instituted involving the grant or agreement covered by the records. In these instances, the records shall be retained until the litigation, audit or claim has been finally resolved.

(d) ACCESS TO RECORDS/INSPECTIONS. The Recipient shall, without prior notice and at any time, permit HUD or its representatives, the General Accounting Office or its representatives, and the Authority, its representatives or the State Auditor, to examine, audit and/or copy (i) any plans and work details pertaining to the Project, (ii) any or all of the Recipient's books, records and accounts, and (iii) all other documentation or materials related to this Contract. The Recipient shall provide proper facilities for making such examination and/or inspection.

(e) USE OF GRANT FUNDS. The Recipient shall expend funds received under the Contract only for the purposes and activities described in its CDBG Application, this Contract and as approved by the Authority.

(f) **DOCUMENTATION.** The Recipient shall deliver to the Authority, upon request, (i) copies of all contracts or agreements relating to the Project, (ii) invoices, receipts, statements or vouchers relating to the Project, (iii) a list of all unpaid bills for labor and materials in connection with the Project, and (iv) budgets and revisions showing estimated Project costs and funds required at any given time to complete and pay for the Project.

(g) **NOTICE OF PROCEEDINGS.** The Recipient shall promptly notify the Authority of the initiation of any claims, lawsuits or proceedings brought against the Recipient.

(h) **INDEMNIFICATION.** The Recipient shall indemnify and hold harmless the Authority, its officers and employees from and against any and all losses in connection with the Project.

(i) **NOTICE TO AUTHORITY.** In the event the Recipient becomes aware of any material alteration in the Project, initiation of any investigation or proceeding involving the Project, or any other similar occurrence, the Recipient shall promptly notify the Authority.

(j) **CERTIFICATIONS.** The Recipient certifies and ensures that the Project will be conducted and administered in compliance with all applicable Federal and State laws, regulations and orders. Certain statutes are expressly made applicable to activities assisted under the Act by the Act itself, while other laws not referred to in the Act may be applicable to such activities by their own terms. The Recipient certifies and assures compliance with the applicable orders, laws and implementing regulations, including but not limited to, the following:

(i) Financial Management guidelines issued by the U.S. Office of Management and Budget, OMB 2 CFR part 200, subpart E.

(ii) Title I of the Housing and Community Development Act of 1974 as amended (42 U.S.C. 5301 et seq.), and regulations which implement these laws.

(iii) Title VI of the Civil Rights Act of 1964 as amended (Public Law 88-352; 42 U.S.C. 2000d et seq.); Title VIII of the Civil Rights Act of 1968 as amended (Public Law 90-284; 42 U.S.C. 3601 et seq.); the Iowa Civil Rights Act of 1965; Chapter 19B.7, Code of Iowa, and Iowa Executive Order #34, dated July 22, 1988; Iowa Code Chapter 216, Presidential Executive Order 11063, as amended by Executive Order 12259; Presidential Executive Order 11246, as amended by Presidential Executive Order 11375; Section 504 of the Vocational Rehabilitation Act of 1973 as amended (29 U.S.C. 794); the Age Discrimination Act of 1975 as amended (42 U.S.C. 6101 et seq.); the Americans with Disabilities Act, as applicable, (P. L. 101-336, 42 U.S.C. 12101-12213); and related Civil Rights and Equal Opportunity statutes; and regulations which implement these laws.

(iv) Fair Housing Act, Public Law 90-284. The Fair Housing Act is part of Title VIII of the Civil Rights Act of 1968 as amended (42 U.S.C. 3601 et seq.); Section 109 of the Title I of the Housing and Community Development Act of 1974, as amended; Section 3 of the Housing and Urban Development Act of 1968 as amended (12 U.S.C. 1701u); and regulations which implement these laws.

(v) Department of Housing and Urban Development regulations governing the CDBG program, 24 Code of Federal Regulations, Part 570.

(vi) Section 102 of the Department of Housing and Urban Development Reform Act of 1989 (P.L. 101 235), and implementing regulations.

(vii) Requirements for the Notification, Evaluation, and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Property and Housing Receiving Federal Assistance; Final Rule (24 CFR Part 35, et al.); Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4821 - 4846), as amended, and implementing regulations.

(viii) Davis-Bacon Act, as amended (40 U.S.C. 276a - 276a-5), where applicable under Section 110 of the Housing and Community Development Act of 1974, as amended; Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.); the Copeland Anti-Kickback Act (18 U.S.C. 874); and regulations which implement these laws.

(ix) National Environmental Policy Act of 1969 and implementing regulations.

(x) Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (URA)(42 U.S.C. 4601 - 4655) and implementing regulations; Section 104(d) of the Housing and Community Development Act of 1974, as amended, governing the residential antidisplacement and relocation

assistance plan; and Section 105(a)(11) of the Housing and Community Development Act of 1974, as amended, governing optional relocation assistance.

(xi) Administrative rules adopted by the Iowa Economic Development Authority, 261 Iowa Administrative Code.

(xii) Financial and Program Management guidelines issued by the Iowa Economic Development Authority; the Iowa CDBG Management Guide; and the Authority Audit Guide.

(xiii) Government-wide Restriction on Lobbying Certification [Section 319 of Public Law 101-121] and implementing regulations.

(xiv) Fair Labor Standards Act and implementing regulations.

(xv) Hatch Act (regarding political partisan activity and Federally funded activities) and implementing regulations.

(xvi) Citizen participation, hearing and access to information requirements found under sections 104(a)(2) and 104(a)(3) of Title I of the Housing and Community Development Act of 1974, as amended.

(xvii) Subsection 104(l) of Title I of the Housing and Community Development Act of 1974, as amended, regarding the prohibition of the use of excessive force in nonviolent civil rights demonstrations and the enforcement of state and local laws on barring entrance to or exit from facilities subject to such demonstrations.

(xviii) Drug-Free Workplace Act.

(k) MAINTENANCE OF ACTIVITY PROPERTY AND INSURANCE. The following provision shall apply to the project as appropriate. The Recipient and any subrecipient shall maintain the Project property in good repair and condition, ordinary wear and tear excepted, and shall not suffer or commit waste or damage upon the Project property. The Recipient or subrecipient shall pay for and maintain insurance as is customary in its industry. This insurance shall be in an amount not less than the full insurable value of the Project property. The subrecipient shall name the Recipient and Authority as mortgagees and/or an additional loss payees, as appropriate. The Recipient shall name the Authority as a mortgagee and/or an additional loss payee, as appropriate. The Recipient or subrecipient shall maintain copies of the policies as appropriate.

(l) PROJECT PHOTOS. At IEDA's request, Recipient will assist IEDA in obtaining photos of the project by an approved photographer. If photos are requested, Recipient will coordinate with the approved photographer and provide any necessary access to the project.

8.2 NEGATIVE COVENANTS. During the Contract term the Recipient covenants with the Authority that it shall not, without the prior written disclosure to and prior written consent of the Authority, directly or indirectly:

(a) ASSIGNMENT. Assign its rights and responsibilities under this Contract.

(b) ADMINISTRATION. Discontinue administration activities under the Contract.

ARTICLE 9 DEFAULT AND REMEDIES

9.1 EVENTS OF DEFAULT. The following shall constitute Events of Default under this Contract:

(a) MATERIAL MISREPRESENTATION. If at any time any representation, warranty or statement made or furnished to the Authority by, or on behalf of, the Recipient in connection with this Contract or to induce the Authority to make a grant to the Recipient shall be determined by the Authority to be incorrect, false, misleading or erroneous in any material respect when made or furnished and shall not have been remedied to the Authority's satisfaction within thirty (30) days after written notice by the Authority is given to the Recipient.

(b) NONCOMPLIANCE. If there is a failure by the Recipient to comply with any of the covenants, terms or conditions contained in this Contract.

(c) END DATE. If the Project, in the sole judgment of the Authority, is not completed on or before the End Date.

(d) MISSPENDING. If the Recipient expends Grant proceeds for purposes not described in the Application, this Contract, or as authorized by the Authority.

(e) INSURANCE. If loss, theft, damage, or destruction of any substantial portion of the property of the Recipient occurs for which there is either no insurance coverage or for which, in the opinion of the Authority, there is insufficient insurance coverage. This provision applies to the project as appropriate.

9.2 NOTICE OF DEFAULT. In the event of default, the Authority shall issue a written notice of default providing therein a fifteen (15) day period in which the Recipient shall have an opportunity to cure, provided that cure is possible and feasible.

9.3 REMEDIES UPON DEFAULT. If, after opportunity to cure, the default remains, the Authority shall have the right in addition to any rights and remedies specifically to it to do one or more of the following:

- (a) exercise any remedy provided by law,
- (b) require immediate repayment of up to the full amount of funds disbursed to the Recipient under this Contract plus interest.

9.4 FAILURE TO MEET PERFORMANCE TARGETS. If the Recipient is determined by the Authority to be in default of this Contract due to meeting less than one hundred percent (100%) of its Performance Targets, the Authority may require full Grant repayment or, at its discretion, the Authority may require partial repayment of Grant proceeds which allows partial credit for the performance targets which have been met, or the Authority may require other remedies that the Authority determines to be appropriate. For Housing rehabilitation projects only, performance targets shall include income targeting and affordability requirements as required in 261 Administrative Code 25.4(1).

ARTICLE 10 INCORPORATED DOCUMENTS

10.1 DOCUMENTS INCORPORATED BY REFERENCE. The Recipient shall comply with the terms and conditions of the following documents which are hereby incorporated by reference:

- (a) Budget Activity, as found in Recipient's IowaGrants.gov account.
- (b) Application, "CDBG Application", as found in Recipient's IowaGrants.gov account.
- (c) Attachment A, "CDBG Program General Provisions", dated October 3, 2018.
- (d) "Iowa Community Development Block Grant Management Guide", as found on the Authority's website at www.iowaeconomicdevelopment.com/Community/CDBG.

10.2 ORDER OF PRIORITY. In the event of a conflict between documents of this Contract, the following order of priority shall govern:

- (a) Articles 1 through 11 herein.
- (b) Attachment A, "CDBG Program General Provisions", dated October 3, 2018.
- (c) Budget Activity, as found in Recipient's IowaGrants.gov account.
- (d) Application, "CDBG Application", as found in Recipient's IowaGrants.gov account.
- (e) "Iowa Community Development Block Grant Management Guide", as found on the Authority's website at <https://www.iowaeda.com/cdbg/>.

ARTICLE 11 MISCELLANEOUS

11.1 LIMIT ON GRANT PROCEEDS ON HAND. The Recipient shall request Project funds only as needed and shall not have more than five hundred dollars (\$500.00) of Grant proceeds, including earned interest, on hand for a period of longer than ten (10) working days, after which time any surplus amount shall be returned to the Authority.

11.2 BINDING EFFECT. This Contract shall be binding upon and shall inure to the benefit of the Authority and Recipient and their respective successors, legal representatives and assigns. The obligations, covenants, warranties, acknowledgments, waivers, agreements, terms, provisions and conditions of this Contract shall be jointly and severally enforceable against the parties to this Contract.

11.3 SURVIVAL OF CONTRACT. If any portion of this Contract is held to be invalid or unenforceable, the remainder shall be valid and enforceable. The provisions of this Contract shall survive the execution of all instruments herein mentioned and shall continue in full force until the Project is completed as determined by the Authority.

11.4 GOVERNING LAW. This Contract shall be interpreted in accordance with the laws of the State of Iowa, and any action relating to the Contract shall only be commenced in the Iowa District Court for Polk County or the United States District Court for the Southern District of Iowa.

11.5 NOTICES. Whenever this Contract requires or permits any funding request, notice, report, or written request by one party to another, it shall be in delivered through IowaGrants.gov. Alternately the Authority may rely on the United States Mail as the Authority deems appropriate. Any such notice given hereunder shall be deemed delivered upon the earlier of actual receipt or two (2) business days after posting. The Authority may rely on the address of the Recipient set forth heretofore, as modified from time to time, as being the address of the Recipient.

11.6 WAIVERS. No waiver by the Authority of any default hereunder shall operate as a waiver of any other default or of the same default on any future occasion. No delay on the part of the Authority in exercising any right or remedy hereunder shall operate as a waiver thereof. No single or partial exercise of any right or remedy by the Authority shall preclude future exercise thereof or the exercise of any other right or remedy.

11.7 LIMITATION. It is agreed by the Recipient that the Authority shall not, under any circumstances, be obligated financially under this Contract except to disburse funds according to the terms of the Contract.

11.8 HEADINGS. The headings in this Contract are intended solely for convenience of reference and shall be given no effect in the construction and interpretation of this Contract.

11.9 INTEGRATION. This Contract contains the entire understanding between the Recipient and the Authority and any representations that may have been made before or after the signing of this Contract, which are not contained herein, are nonbinding, void and of no effect. None of the parties have relied on any such prior representation in entering into this Contract.

11.10 COUNTERPARTS. This Contract may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

11.11 IOWAGRANTS.GOV. The Authority reserves the right to require the Recipient to utilize the IowaGrants.gov system to conduct business associated with this Contract.

IN WITNESS WHEREOF, the parties have executed this Contract as of the Effective Date first stated.

RECIPIENT: City of Jefferson

BY:

Mayor
City of Jefferson
220 North Chestnut St.
Jefferson, Iowa 50129

Typed or Printed Name and Title

IOWA ECONOMIC DEVELOPMENT AUTHORITY:

BY:

Brian Sullivan, Chief Programs Officer

ATTACHMENT A
GENERAL PROVISIONS
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
October 3, 2018

1.0 AMENDMENT.

(a) WRITING REQUIRED. The Contract will only be amended through written prior approval of the Authority through IowaGrants.gov. Examples of situations where amendments are required include extensions for completion of Project activities, changes to the Project including, but not limited to, alteration of existing approved activities or inclusion of new activities.

(b) UNILATERAL MODIFICATION. Notwithstanding paragraph "a" above, the Authority may unilaterally modify the Contract at will in order to accommodate any change in the Act or any change in the interpretation of the Act or any applicable Federal, State or local laws, regulations, rules or policies. A copy of such unilateral modification will be given to the Recipient as an amendment to this Contract.

(c) AUTHORITY REVIEW. The Authority will consider whether an amendment request is so substantial as to necessitate reevaluating the Authority's original funding decision on the Project. An amendment will be denied if it substantially alters the circumstances under which the Project funding was originally approved; if it does not meet requirements set forth in Iowa Administrative Code 261-23, as applicable; or if it conflicts with the Program Rules.

2.0 AUDIT REQUIREMENTS.

(a) SINGLE AUDIT. The Recipient shall ensure that an audit is performed in accordance with the Single Audit Act Amendment of 1996; OMB 2 CFR part 200, subpart E; and OMB 2 CFR part 200, subpart F, as applicable; and the Iowa CDBG Management Guide.

(b) ADDITIONAL AUDIT. As a condition of the grant to the Recipient, the Authority reserves the right to require the Recipient to submit to a post Project completion audit and review in addition to the audit required above.

3.0 COMPLIANCE WITH LAWS AND REGULATIONS. The Recipient shall comply with all applicable State and Federal laws, rules, ordinances, regulations and orders including all Federal laws and regulations described in 24 CFR subpart K.

4.0 UNALLOWABLE COSTS. If the Authority determines at any time, whether through monitoring, audit, closeout procedures or by other means or process, that the Recipient has expended funds which are unallowable, the Recipient will be notified of the questioned costs and given an opportunity to justify questioned costs prior to the Authority's final determination of the disallowance of costs. Appeals of any determinations will be handled in accordance with the provisions of Chapter 17A, Iowa Code. If it is the Authority's final determination that costs previously paid by the Authority are unallowable under the terms of the Contract, the expenditures will be disallowed and the Recipient will repay to the Authority any and all disallowed costs. Real property under the Recipient's control in excess of \$25,000 and equipment that was acquired or improved in whole or in part with CDBG funds shall be used to meet one of the National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of the Agreement. If Recipient fails to use CDBG assisted real property that meets a National Objective during the five (5) year period the Recipient shall pay IEDA an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition or improvement to the real property.

5.0 PROGRAM INCOME. All program income, as defined in 2 CFR part 200, subpart E; 24 CFR 570.489; and Iowa Administrative Code 261-23, if applicable; shall be added to the Project "Budget Activity" and used to further eligible Project objectives as defined in the Contract and the "Budget Activity" in the CDBG Application for funding. Program income not used to further Project objectives will be deducted from the total Project "Budget Activity" for the purpose of determining the amount of reimbursable costs under the Contract. In cases of dispute, final decisions regarding the definition or disposition of program income shall be made by the Authority.

6.0 INTEREST EARNED. To the extent that interest is earned on advances of CDBG funds, this interest shall be returned to the Authority, except that the Recipient may keep interest amounts of up to \$100 per year for administrative expenses.

7.0 SUSPENSION. When the Recipient has failed to comply with the Contract, award conditions or standards, the Authority may, on reasonable notice to the Recipient, suspend the Contract and withhold future payments, or prohibit the Recipient from incurring additional obligations of CDBG funds. Suspension may continue until the Recipient completes the corrective action as required by the Authority. The Authority may allow such necessary and proper costs which the Recipient

could not reasonably avoid during the period of suspension provided the Authority concludes that such costs meet the provisions of HUD regulations issued pursuant to OMB 2 CFR part 200, subpart E.

8.0 TERMINATION.

(a) FOR CAUSE. The Authority may terminate the Contract in whole, or in part, whenever the Authority determines that the Recipient has failed to comply with the terms and conditions of the Contract.

(b) FOR CONVENIENCE. The Parties may terminate the Contract in whole, or in part, when all parties agree that the continuation of the Project would not produce beneficial results commensurate with the future disbursement of funds.

(c) DUE TO REDUCTION OR TERMINATION OF CDBG FUNDING. At the discretion of the Authority, the Contract may be terminated in whole, or in part, if there is a reduction or termination of CDBG Federal block grant funds to the State.

9.0 PROCEDURES UPON TERMINATION.

(a) NOTICE. The Authority shall provide written notice to the Recipient of the decision to terminate, the reason(s) for the termination, and the effective date of the termination. If there is a partial termination due to a reduction in funding, the notice will set forth the change in funding and the changes in the approved "Budget Activity". The Recipient shall not incur new obligations beyond the effective date and shall cancel as many outstanding obligations as possible. The Authority's share of noncancelable obligations which the Authority determines were properly incurred prior to notice of cancellation will be allowable costs.

(b) RIGHTS IN PRODUCTS. All finished and unfinished documents, data, reports or other material prepared by the Recipient under the Contract shall, at the Authority's option, become the property of the Authority.

(c) RETURN OF FUNDS. The Recipient shall return to the Authority all unencumbered funds within one week of receipt of the notice of termination. Any costs previously paid by the Authority which are subsequently determined to be unallowable through audit, monitoring, or closeout procedures shall be returned to the Authority within thirty (30) days of the disallowance.

10.0 ENFORCEMENT EXPENSES. The Recipient shall pay upon demand any and all reasonable fees and expenses of the Authority, including the fees and expenses of its attorneys, experts and agents, in connection with the exercise or enforcement of any of the rights of the Authority under this Contract.

11.0 INDEMNIFICATION. The Recipient shall indemnify and hold harmless the Authority, its officers and employees, from and against any and all losses, accruing or resulting from any and all claims subcontractors, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this Contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the Recipient in the performance of this Contract.

12.0 CONFLICT OF INTEREST.

(a) GENERAL. Except for the use of CDBG funds to pay salaries and other related administrative or personnel costs, no persons identified in paragraph (b) below who exercise or have exercised any functions or responsibilities with respect to CDBG assisted activities or who are in a position to participate in a decision making process or gain inside information with regard to such activities may obtain a personal or financial interest or benefit from a CDBG assisted activity or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

(b) PERSONS COVERED. The conflict of interest provisions described above apply to any person who is an employee, agent, consultant, officer, or elected or appointed official of the Recipient, or of any designated public agencies, or subrecipients which are receiving CDBG funds.

(c) CONFLICTS OF INTEREST. Chapter 68B, Code of Iowa, the "Iowa Public Officials Act", shall be adhered to by the Recipient, its officials and employees.

13.0 USE OF DEBARRED, SUSPENDED, OR INELIGIBLE CONTRACTORS OR SUBRECIPIENTS. CDBG funds shall not be used directly or indirectly to employ, award contracts to, or otherwise engage the service of, or fund any contractor or subrecipient during any period of debarment, suspension, or placement in ineligible status under the provisions of 24 CFR Part 24 or any applicable law or regulation of the Department of Labor.

14.0 CIVIL RIGHTS.

(a) DISCRIMINATION IN EMPLOYMENT. The Recipient shall not discriminate against any qualified employee or applicant for employment because of race, color, religion, sex, national origin, age, sexual orientation, gender identity, familial status, physical or mental disability. The Recipient may take affirmative action to ensure that applicants are employed and that employees are treated without regard to their race, color, religion, sex, national origin, age, sexual orientation, familial status, gender identity, or physical or mental disability. Such action shall include, but may not be limited to, the following: employment, upgrading, promotion, demotion or transfers; recruitment or recruitment advertising; lay-off or termination; rates of pay or other forms of compensation; and selection for training, including an apprenticeship. The Recipient agrees to post notices setting forth the provisions of the nondiscrimination clause in conspicuous places so as to be available to employees. Upon the State's written request, the Recipient shall submit to the State a copy of its affirmative action plan, containing goals and time specifications, and accessibility plans and policies as required under Iowa Administrative Code chapter 11—121.

(b) CONSIDERATION FOR EMPLOYMENT. The Recipient shall, in all solicitations or advertisements for employees placed by or on behalf of the Recipient, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, sexual orientation, gender identity, physical or mental disability, or familial status.

(c) SOLICITATION AND ADVERTISEMENT. The Recipient shall list all suitable employment openings in the State Employment Service local offices or shall list all suitable employment openings with Iowa Workforce Development's IowaJobs web site found at <https://www1.iowajobs.org/>.

(d) CIVIL RIGHTS COMPLIANCE IN EMPLOYMENT. The Recipient shall comply with all relevant provisions of the Iowa Civil Rights Act of 1965 as amended; Chapter 19B.7, and Chapter 216, Code of Iowa; Federal Executive Order 11246, as amended; Title VI of the U.S. Civil Rights Act of 1964 as amended (42 U.S.C. Section 2000d et seq.); the Fair Labor Standards Act (29 U.S.C. Section 201 et seq.); The Americans with Disabilities Act, as applicable, (P.L. 101 336, 42 U.S.C. 12101-12213); Section 504 of the Rehabilitation Act of 1973 as amended (29 U.S.C. Section 794); and the Age Discrimination Act of 1975 as amended (42 U.S.C. Section 6101 et seq.). The Recipient will furnish all information and reports requested by the State of Iowa or required by or pursuant to the rules and regulations thereof and will permit access to payroll and employment records by the State of Iowa to investigate compliance with these rules and regulations.

(e) CERTIFICATION REGARDING GOVERNMENT-WIDE RESTRICTION ON LOBBYING. The Recipient certifies, to the best of his or her knowledge and belief, that:

(i) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding any Federal contract, making any Federal grant, making any Federal loan, entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(ii) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Federal Lobbying" in accordance with its instruction.

(iii) The Recipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

(iv) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(f) PROGRAM NONDISCRIMINATION. The Recipient shall conform with requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) and HUD regulations issued pursuant thereto contained in 24 CFR Part 1. No person in the United States shall, on the basis of race, color, national origin, sex or religion or religious affiliation, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available through this Contract. Any prohibition against discrimination on the basis of age under the

Age Discrimination Act of 1975 (42 U.S.C. 6101 et. seq.) or with respect to an otherwise qualified individual with a disability as provided in the Americans with Disabilities Act, as applicable, (P.L. 101 336, 42 U.S.C. 12101 12213) or Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Section 794) shall also apply to any such program activity, or Project.

(g) FAIR HOUSING. The Recipient shall comply with Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), generally known as the Fair Housing Act, and with HUD regulations found at 24 CFT Part 100 and 24 CFR Part 107, issued in compliance with Federal Executive Order 11063, as amended by Federal Executive Order 12259. The recipient shall also comply with Section 109, Title I of the Housing and Community Development Act of 1974, as amended.

(h) LEAD-BASED PAINT HAZARDS. The Recipient shall comply with requirements of the Notification, Evaluation, and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Property and Housing Receiving Federal Assistance; Final Rule (24 CFR Part 35, et al.); Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821 - 4846), as amended, and implementing regulations.

(i) SECTION 3 COMPLIANCE. The recipient shall comply with provisions for training, employment and contracting in accordance with 24 CFR part 75 and Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). All Section 3 covered contracts shall include the following clause (referred to as the Section 3 clause):

(i) The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

(ii) The parties to this contract agree to comply with HUD's regulations in 24 CFR part 75, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 75 regulations.

(iii) The contractor agrees to post copies of a notice advising workers of the Contractor's commitments under Section 3 in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

(iv) The contractor agrees to provide written notice of employment and contracting opportunities to all known Section 3 Workers and Section 3 Businesses.

(v) The contractor agrees to hire, to the greatest extent feasible, Section 3 workers as new hires, or provide written justification to the recipient that is consistent with 24 CFR Part 75, describing why it was unable to meet minimum numerical hiring goals, despite its efforts to comply with the provisions of this clause.

(vi) The contractor agrees to maintain records documenting Section 3 residents that were hired to work on previous Section 3 covered projects or activities that were retained by the contractor for subsequent Section 3 covered projects or activities.

(vii) The contractor agrees to post contract and job opportunities to the Opportunity Portal, and will check the Business Registry for businesses located in the project area.

(viii) The contractor agrees to include compliance with Section 3 requirements in every subcontract for Section 3 projects as defined in 24 CFR part 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 75. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 75.

(ix) The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 75 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 75.

(x) The contractor will certify that they have followed prioritization of effort in 24 CFR part 75.19 for all employment and training opportunities. The contractor will further certify that it meets or exceeds the applicable

Section 3 benchmarks, defined in 24 CFR Part 75.23, and if not, shall describe in detail the qualitative efforts it has taken to pursue low- and very low-income persons for economic opportunities.

(xi) Noncompliance with HUD's regulations in 24 CFR part 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

(j) NONCOMPLIANCE WITH THE CIVIL RIGHTS LAWS. In the event of the Recipient's noncompliance with the nondiscrimination clauses of this Contract or with any of the aforesaid rules, regulations, or requests, this Contract may be canceled, terminated, or suspended either wholly or in part. In addition, the State of Iowa may take further action, imposing other sanctions and invoking additional remedies as provided by the Iowa Civil Rights Act of 1965 (Chapter 216, Code of Iowa) or as otherwise provided by law.

(k) INCLUSION IN SUBCONTRACTS. The Recipient will include the provisions of the preceding paragraphs of Section 14 in every subcontract unless exempt by the State of Iowa, and said provisions will be binding on each subcontractor. The Recipient will take such action with respect to any subcontract as the State of Iowa may direct as a means of enforcing such provisions, including sanctions for noncompliance. In the event the Recipient becomes involved in or is threatened by litigation with a subcontractor or provider as a result of such direction by the State of Iowa, the Recipient may request the State of Iowa to enter into such litigation to protect the interests of the State of Iowa.

15.0 POLITICAL ACTIVITY. No portion of program funds shall be used for any partisan political activity or to further the election or defeat of any candidate for public office. Neither the program nor the funds provided therefore, nor the personnel employed in the administration of this Contract, shall be in any way or to any extent engaged in the conduct of political activities in contravention of The Hatch Act (5 U.S.C. 15).

16.0 LIMIT ON RECOVERY OF CAPITAL COSTS. The Recipient will not attempt to recover any capital costs of public improvements assisted in whole or part under this Contract by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (i) funds received under this Contract are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the Housing and Community Development Act of 1974, as amended, or (ii) for purposes of assessing any amount against properties owned and occupied by persons of low and moderate income who are not persons of very low income, the Recipient has certified to the Authority that it lacks sufficient funds received under Title I of the Housing and Community Development Act of 1974, as amended, to comply with the requirements of clause (i) above.

17.0 PROHIBITED ACTIVITIES. In accordance with 24 CFR 570.207 (a): The following activities may not be assisted with CDBG funds:

(a) BUILDINGS OR PORTIONS THEREOF, USED FOR THE GENERAL CONDUCT OF GOVERNMENT AS DEFINED AT § 570.3(D) CANNOT BE ASSISTED WITH CDBG FUNDS. This does not include, however, the removal of architectural barriers under § 570.201(c) involving any such building. Also, where acquisition of real property includes an existing improvement which is to be used in the provision of a building for the general conduct of government, the portion of the acquisition cost attributable to the land is eligible, provided such acquisition meets a national objective described in § 570.208.

(b) GENERAL GOVERNMENT EXPENSES. Except as otherwise specifically authorized in this subpart or under 2 CFR part 200, subpart E, expenses required to carry out the regular responsibilities of the unit of general local government are not eligible for assistance under this part.

(c) POLITICAL ACTIVITIES. CDBG funds shall not be used to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities, such as candidate forums, voter transportation, or voter registration. However, a facility originally assisted with CDBG funds may be used on an incidental basis to hold political meetings, candidate forums, or voter registration campaigns, provided that all parties and organizations have access to the facility on an equal basis, and are assessed equal rent or use charges, if any.

18.0 FEDERAL GOVERNMENT RIGHTS. If all or a portion of the funding used to pay for the Deliverables is being provided through a grant from the Federal Government, recipient, subrecipient, contractor, subcontractor, or provider acknowledges and agrees that pursuant to applicable federal laws, regulations, circulars and bulletins, the awarding agency of the Federal Government reserves certain rights including, without limitation a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Federal Government purposes, the Deliverables developed under this Contract and the copyright in and to such Deliverables.

19.0 IOWA ECONOMIC DEVELOPMENT AUTHORITY FRAUD AND WASTE POLICY. The Authority has zero tolerance for the commission or concealment of acts of fraud, waste, or abuse. Allegations of such acts will be investigated and pursued to their logical conclusion, including legal action where warranted.



Overview of Municipal Securities Disclosure

Governmental issuers (“Issuers”) of municipal bonds are subject to several important legal provisions under federal securities laws. This overview serves as a starting point for understanding the federal securities law framework surrounding issuance of municipal bonds. In recent years, the U.S. Securities and Exchange Commission (“SEC”) has expanded its regulation of the municipal securities market, bringing civil and criminal enforcement actions against issuers, elected officials, and employees for violations of the anti-fraud or continuing disclosure provisions described below.

This overview should be reviewed in connection with the Issuer’s policies and procedures (the “Disclosure Policy”), which relate to (1) the disclosure document (often referred to as the “official statement” or “OS”) for publicly-offered bond transactions and (2) ongoing continuing disclosure associated with outstanding bond issues (also known as “continuing disclosure”).

Overview of Legal Duties Under Federal Securities Law

Issuers of municipal securities are regulated by the Securities Act of 1933 and the Securities Exchange Act of 1934 and various rules promulgated under those acts by the U.S. Securities and Exchange Commission (“SEC”). Of particular importance are Rule 10b-5 (which prohibits fraud) and Rule 15c2-12 (which generates an issuer’s ongoing disclosure obligations). Taken together, these rules impose primary disclosure duties (i.e. accuracy and forthrightness in the preparation of an official statement for new bond issues) and secondary disclosure duties (i.e. timely filing financial and other data under a continuing disclosure certificate (“CDC”) for outstanding bond issues).

How Do the Anti-Fraud Provisions of SEC Rule 10b-5 Affect Issuers?

Various provisions of federal securities law including SEC Rule 10b-5 prohibit fraud in the issuance, purchase, or sale of municipal securities. These provisions generally prohibit “material” misstatements or omissions to investors, potential investors, or the general public. Violation of these provisions can result in civil or criminal liability.

Who Is Responsible for the Content of an OS?

When bonds are issued and publicly offered, an official statement will be prepared on behalf of the Issuer. The official statement is the disclosure document that sets forth the terms associated with the bond issue and is used to market and sell the Issuer’s bonds. Issuers (including elected officials and staff) are primarily responsible for the accuracy of an official statement. Hiring a professional to assist with the preparation of an OS does not discharge an Issuer’s responsibility. The elected officials and relevant employees of an issuer have an affirmative obligation to ensure the accuracy of the contents of the financial and other information in an OS— delivery of an OS without first reading it to gauge its accuracy may be reckless and the basis for an SEC enforcement action.

What Ongoing Requirements Are Imposed by SEC Rule 15c2-12?

SEC Rule 15c2-12 ensures that Issuers contractually agree to provide certain financial and operating information to investors and the public on an ongoing basis. The type of information that must be reported is generally (i) annual financial reports and (ii) material event notices.

What Are the Annual Filing Requirements?

Issuers must file updated financial information and operating data on an annual or other regular basis, as specified in their CDC. Generally, the information that must be reported includes audited financial statements, annual financial or operating data, of the type included in the OS for the related bonds.

What Material Event Notices Must Be Filed and When?

Issuers must notify investors (via a specific filing on the "EMMA" website, at <https://emma.msrb.org/>) within 10 business days if certain events occur while a bond is outstanding. Generally, those events are items that impact an Issuer's ability to pay or timely pay amounts owed on outstanding debt, rating changes, defaults, and the incurrence of material financial obligations (debt obligations of the Issuer). At present, there are 16 events that can trigger reporting obligations. The Issuer's Disclosure Policy will detail the events and the procedures intended to enable timely identification and disclosure.

What Is Addressed by the Disclosure Policy?

The Disclosure Policy is designed to assist Issuers with fulfilling both primary and secondary disclosure responsibilities. It sets forth procedures that govern preparation of official statements for new bond offerings (see Appendix I of the policy), compliance with continuing disclosure requirements under a CDC (see Appendix II of the policy), and systematic training of key staff members and elected officials.

Where Can I Find Additional Information?

As always, you and your staff can contact us with any questions about your responsibilities under federal securities law, to address specific items, and for annual training seminars (Dorsey & Whitney LLP provides an annual securities law training for issuers during the first quarter of each year, to satisfy one of the requirements of the Disclosure Policy).

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City of Jefferson, Iowa

POLICIES AND PROCEDURES RE: MUNICIPAL SECURITIES DISCLOSURE

As an issuer of municipal securities (bonds and/or notes, referred to herein as “Bonds”), the City of Jefferson (the “Issuer”) has adopted the policies and procedures set forth herein (collectively, the “Disclosure Policy”) to guide the Issuer’s actions with respect to complying with (1) the disclosure document (often referred to as the “official statement”) for publicly-offered bond transactions and (2) ongoing continuing disclosures associated with outstanding contractual obligations resulting from bond issues (also known as “continuing disclosure”). This Disclosure Policy is designed to provide the necessary policy framework and accompanying procedures for compliance by the Issuer with its disclosure responsibilities. It should be noted, however, issuers of municipal securities are primarily responsible for the content of their disclosure documents including on-going compliance with respect to continuing disclosure.

This Disclosure Policy includes the following elements: (1) disclosure training for officials responsible for producing, reviewing and approving disclosure; (2) establishment of procedures for review of relevant disclosure, and (3) ensuring that any procedures established are followed.

Background

The anti-fraud provisions of federal securities laws apply to municipal securities such as the Issuer’s Bonds. The U.S. Securities and Exchange Commission (the “SEC”) can bring enforcement actions against the Issuer, members of its governing body, government employees and elected officials, and professionals working on the bond transaction. **Government employees and elected officials can be, and have been, held personally liable with respect to securities laws violations related to the issuance of Bonds.** Issuers and members of the governing body can mitigate risks related to SEC enforcement by relying on professionals such as disclosure counsel. Issuers may also seek affirmative assurances of compliance with the receipt of a legal opinion from disclosure counsel.

When bonds are issued and publicly offered, an official statement will be prepared on behalf of the Issuer. The official statement is the disclosure document that sets forth the terms associated with the bond issue. The official statement will be used to market and sell the Issuer’s bonds.¹ In addition, for transactions larger than \$1 million in size that include an official statement, the Issuer enters into a continuing disclosure certificate, agreement or undertaking (the “CDC”). The CDC is a contractual obligation of the Issuer, pursuant to which the Issuer agrees to provide certain financial information filings (at least annually) and material event notices to the public. The CDC is necessary to allow the bond underwriters to comply with SEC Rule 15c2-12, as amended (the “Rule”). As noted below, filings under the CDC must be made electronically at the Electronic Municipal Market Access (EMMA) portal (www.emma.msrb.org).

Accordingly, this Disclosure Policy addresses the following three aspects of disclosure: (1) preparation and approval of official statements in connection with new (“primary”) bond issues; (2) on-going continuing disclosure requirements under a CDC; and (3) education of staff and elected officials with respect to disclosure matters.

¹ Under federal law issuers of municipal securities are primarily responsible for the content of their disclosure documents (the official statement), regardless of who prepared the document. An issuer does not discharge its disclosure obligations by hiring professionals to prepare the official statement. An issuer has “an affirmative obligation” to know the contents of its official statement, including the financial statements. Finally, executing an official statement without first reading the document to ascertain whether it is accurate may be reckless (the basis for certain anti-fraud causes of action by the SEC).

1. CD Compliance Officer

The **City Clerk/Treasurer** is appointed as the compliance officer for purposes of this Disclosure Policy (the “CD Compliance Officer”).

2. Primary (New) Offerings of Bonds – Official Statements of the Issuer

In connection with the issuance of its publicly-offered Bonds (Bonds sold via the public market, through a broker-dealer known as an “underwriter”), the Issuer will cause its hired professionals to prepare a disclosure document commonly known as an “official statement.” The official statement is the document that describes the issuance of the Bonds to the marketplace and as such, *under federal law, the official statement cannot contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements therein, in the light of the circumstances under which they were made, not misleading.*

To ensure the Issuer’s official statements are properly prepared and reviewed, the Issuer adopts the procedures set forth in Appendix I hereto.

3. Continuing Disclosure Compliance (CDC Compliance)

The Issuer has entered into, or may in the future enter into, CDCs in connection with its bond issues. Under these contractual agreements, the Issuer has agreed to provide to the marketplace certain financial information and notices of material events. The Issuer will file, or cause to be filed, necessary items under the CDCs in a searchable electronic format at the Electronic Municipal Market Access (EMMA) portal (www.emma.msrb.org). The determination of whether a material event has occurred will be made pursuant to the Rule and SEC Release No. 34-83885, in conjunction with disclosure counsel and other members of the Issuer’s external bond finance working group.

To ensure compliance with its contractual continuing disclosure obligations, the Issuer adopts the procedures set forth in Appendix II hereto.

4. Systematic Training of Staff and Governing Body Members

In addition to the specific procedures adopted under this Disclosure Policy, the Issuer understands that on-going training of both staff and members of the governing body is essential to successful compliance with the Issuer’s disclosure obligations. The training noted below may be accomplished by various methods, including in-person webinars or other electronic means, or through review of written materials. Accordingly, the Issuer has implemented the following training procedures:

A. *Annual Training.* The CD Compliance Officer is responsible for scheduling annual training of Issuer employees regarding disclosure and financial reporting requirements of the federal securities laws. Such training shall include a complete review of this Disclosure Policy, Rule 15c2-12 and the material events required to be reported pursuant to such Rule, and a complete overview of the Issuer’s obligations under the federal securities laws.

B. *Specific Training.* When appropriate, the CD Compliance Officer shall conduct (or cause to be conducted) training with individuals on those persons’ specific roles and responsibilities in the disclosure and financial reporting process.

C. *Governing Body Training.* Not less than once every two years, the CD Compliance Officer shall schedule a training session for the Issuer’s governing body on this Disclosure Policy and the disclosure and financial reporting requirements of the federal securities laws.

Appendix I

Written Procedures for Preparing Official Statements

1. At the commencement of a financing, the CD Compliance Officer shall develop or cause the City's Finance Team to develop a plan for preparation of the official statement and a schedule that allows sufficient time for all required work, including appropriate review and participation by members of the Finance Team.
2. The CD Compliance Officer shall be responsible for managing the preparation process for the official statement, and shall obtain the assistance of other participants within the Issuer and engage legal and financial professionals, as necessary and appropriate.
3. The CD Compliance Officer shall be responsible for developing a program for coordinating staff review of the disclosure information, as necessary, and obtaining formal sign-off from staff on the disclosure documents.
4. The CD Compliance Officer shall ensure that any previous failure to fully comply with continuing disclosure obligations during the prior five-year period is disclosed in the official statement by reviewing compliance with all outstanding continuing disclosure agreements, reviewing continuing disclosure review documentation prepared by independent parties and contacting disclosure counsel to discuss any questions or concerns.
5. The Issuer's governing body shall be given not less than 7 days to review an official statement prior to being asked to vote on its approval, absent extenuating circumstances. Elected representatives on the governing body shall be directed to contact the CD Compliance Officer during the review period to discuss potential issues, concerns or comments on the official statement.

Part II – Separate Table for Each Bond Issue Subject to Continuing Disclosure (tracks details of filings for each issue)

[Note this is only a form; City staff will update and maintain the Tables separate from this Policy; the current Table can be obtained from the CD Compliance Officer]

\$2,460,000 General Obligation Corporate Purpose Bonds, Series 2019	Reporting Periods [inset date info was filed on EMMA]					
	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Description of Financial Information / Operating Data to file on EMMA						
Audited Financials	1/11/21	3/29/22				
Unaudited financials, if audit not available by deadline						
Operating Data						
Property Valuations	1/11/21	3/29/22				
Tax Rates	1/11/21	3/29/22				
Tax Collection History	1/11/21	3/29/22				
Largest Taxpayers	1/11/21	3/29/22				
Outstanding Debt	1/11/21	3/29/22				
Debt Limit	1/11/21	3/29/22				
Financial Summary	1/11/21	3/29/22				

\$3,585,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2021A	Reporting Periods [inset date info was filed on EMMA]					
	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Description of Financial Information / Operating Data to file on EMMA						
Audited Financials	1/11/21	3/29/22				
Unaudited financials, if audit not available by deadline						
Operating Data						
Property Valuations	1/11/21	3/29/22				
Tax Rates	1/11/21	3/29/22				
Tax Collection History	1/11/21	3/29/22				
Largest Taxpayers	1/11/21	3/29/22				
Outstanding General Obligation Debt	1/11/21	3/29/22				
General Obligation Debt Subject to Abatement	1/11/21	3/29/22				
Debt Limit	1/11/21	3/29/22				
Financial Summary	1/11/21	3/29/22				

(Tables continue on the following page)

\$1,755,000 Taxable General Obligation Urban Renewal Bonds, Series 2021B	Reporting Periods [inset date info was filed on EMMA]					
	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Description of Financial Information / Operating Data to file on EMMA						
Audited Financials	1/11/21	3/29/22				
Unaudited financials, if audit not available by deadline						
<u>Operating Data</u>						
Property Valuations	1/11/21	3/29/22				
Tax Rates	1/11/21	3/29/22				
Tax Collection History	1/11/21	3/29/22				
Largest Taxpayers	1/11/21	3/29/22				
Outstanding General Obligation Debt	1/11/21	3/29/22				
General Obligation Debt Subject to Abatement	1/11/21	3/29/22				
Debt Limit	1/11/21	3/29/22				
Financial Summary	1/11/21	3/29/22				

Form of Disclosure Table

Part I – Master Tracking Table (list of deadlines for all bond issues subject to continuing disclosure)

[Note this is only a form; City staff will update and maintain the Tables separate from this Policy; the current Table can be obtained from the CD Compliance Officer]

Name of Bond Issue	Date of Issue	Final Maturity Date	Dissemination Agent	CUSIP for Final Maturity	Deadline for Annual Report
\$2,460,000 General Obligation Corporate Purpose Bonds, Series 2019	07/03/2019	06/01/2039	Piper Sandler	474106 HB0	Not later than June 30 of the year following each fiscal year
\$3,585,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2021A	04/028/2021	06/01/2035	Piper Sandler	474106 H3	Not later than June 30 of the year following each fiscal year
\$1,755,000 Taxable General Obligation Urban Renewal Bonds, Series 2021B	04/28/2021	06/01/2030	Piper Sandler	474106 HY0	Not later than June 30 of the year following each fiscal year

Appendix II

Written Procedures Re: Continuing Disclosure

1. The CD Compliance Officer shall be responsible for compliance with the Issuer's obligations under continuing disclosure agreements, undertakings or certificates (the "CDC"), including without limitation annual filings, material event notice filings, voluntary filings and other filings required by the CDC.

2. Prior to execution of a CDC in connection with a bond issue, the CDC shall be discussed with disclosure counsel, the underwriter and municipal advisor, if any, to ensure a full understanding of issuer obligations.

3. The CD Compliance Officer shall have the primary responsibility to confer with the finance team and City staff bi-weekly to monitor compliance with respect to "material events" as defined in the Rule.

The CD Compliance Officer shall be responsible for (i) determining whether any of the following "material events" has taken place (questions regarding their interpretation shall be directed to disclosure counsel), (ii) gathering information material to making that determination from other departments, and (iii) if a material event has occurred, discussing the same with disclosure counsel to determine the form of notice of material event and causing the filing of notice to be made on EMMA within ten (10) business days of the occurrence of the event:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
7. Modifications to rights of security holders, if material;
8. Bond calls, if material, and tender offers;
9. Defeasances;
10. Release, substitution, or sale of property securing repayment of the securities, if material;
11. Rating changes, including rating upgrades and downgrades;
12. Bankruptcy, insolvency, receivership or similar event of the obligated person;
13. The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
14. Appointment of a successor or additional trustee or the change of name of a trustee, if material;
15. Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation² of the obligated person, any of which affect security holders, if material; and

² "Financial obligation" is to mean a (i) debt obligation; (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii).

16. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

The determination of whether a material event has occurred will be made pursuant to the Rule and SEC Release No. 34-83885, in conjunction with disclosure counsel.

4. The CD Compliance Officer shall have primary responsibility for ensuring that statements or releases of information relating to the Issuer's finances to the public that are reasonably expected to reach investors and the financial markets, including website updates, press releases and market notices, are accurate and not misleading in any material respect. The CD Compliance Officer shall work together to ensure that all public statements and information released by the Issuer are accurate and not misleading in all material respects.

5. The CD Compliance Officer shall be responsible for compiling and maintaining a list of all outstanding bond issues subject to continuing disclosure, noting the applicable filing dates (see attached table format, Part I, for an example to be used by staff in tracking this information (the "Disclosure Table")).

6. The CD Compliance Officer shall be responsible for assembling and maintaining copies of the final CDC and final Official Statements for each applicable bond issue, together with any third-party Dissemination Agent Agreements, if applicable.

7. The CD Compliance Officer shall document and track the required information to be filed, including dates such information is filed (see attached Disclosure Table, Part II, for a form of table to be used by staff).

8. The CD Compliance Officer shall be responsible for registering for continuing disclosure filing email reminders from the "EMMA" website, or for ensuring the City's dissemination agent will remind the City of applicable deadlines (<http://emma.msrb.org>).

9. At least 60 days prior to the earliest filing deadline listed on the Disclosure Table, the CD Compliance Officer shall begin the process of compiling necessary information required by the CDCs (and coordinate with outside professionals hired to compile this information, if applicable).

10. At least 30 days prior to each filing deadline, the CD Compliance Officer shall determine whether all necessary items have been compiled for filing pursuant to the CDC requirements, (including review with disclosure counsel or the City's dissemination agent).

11. Prior to each filing deadline, the CD Compliance Officer shall file (or cause any Dissemination Agent to file) the necessary items on the EMMA website in a word-searchable PDF configured to be saved, printed, and retransmitted by electronic means. After filing, the CD Compliance Officer shall confirm that all items have, in fact, been filed on EMMA as required, and shall note the filing date on the Disclosure Table.

12. The CD Compliance Officer shall be responsible for coordinating and filing any voluntary information with EMMA, after consultation with the Issuer's legal and financial professionals.

13. The CD Compliance Officer may contact the Issuer's disclosure counsel with any disclosure-related questions or concerns.

MINUTES

WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY, FEBRUARY 21, 2023, 12:00 NOON JEFFERSON CITY HALL

ATTENDEES: Harry Ahrenholtz, Mike Palmer, Dave Morlan, Jim Leiding, Mark Clouse, Joyce Richardson, Jean Walker, Deb McGinn, Danielle Ross, Doug Hawn

Meeting called to order 12:04pm

Committee skipped to section III. To accommodate extra attendees.

I. SEWER

- A. *Wastewater project is underway, Contractors have started bringing out their equipment and Dave M said they will possibly be starting to tear the tank out tomorrow barring no issues. They are finishing with emptying the old one today.*

II. WATER

- A. *Dave M gave an update – general cleaning of the wells, filter 3 is having some issues – Marty is working on it.*

III. STREETS/PUBLIC IMPROVEMENTS

- A. *Street closures for Farmers Market – Jean Walker spoke of the hour change and asked if we could do the same as last year with the street guys leaving them the cones and they will block the road off. Dave M agreed to do the same as last year but maybe hide the cones somewhere else in the back so they do not disappear. The Committee agreed to follow same as last year. Updated sheet with new hours is attached.*
- B. *Art Sculptures on the Square – Deb McGinn spoke for Mainstreet Matters – gave an update and said that they have picked 4 art sculptures from the 35 entered. Along with those 4 sculptures they would like to pick two more. One for the east alley and one for the west alley. The sculptures would be located between the pillar planters. There should not be snow removal issues as the*

statues will be there from May through October. They would use narrow sculptures for the alleyways so as not to impede pedestrians. There should be 5 feet of walkway on either side. The city is not responsible for damages and artists sign a form releasing the city of any responsibility. Dave M was okay with this as long as it did not interfere with A.D.A. requirements. If causes an issue, we could have them removed. The Committee agreed to move forward with this.

- *Danielle Ross represented Jefferson Gardens – free concerts – would like to use the same cones for the same street closures as for the farmer’s market. The Committee agreed to move forward with this.*
- C. *Audio System upgrade for the downtown square- Dave M said the installation company is coming here Wednesday, February 22nd at 11am to meet with him. He invited Doug Hawn to attend the meeting. County might have some interest in this so maybe they would help with the cost. Doug says system now is a good system just not very user friendly. He suggested maybe it could be used somewhere else. This to be placed on agenda for March 14th council meeting.*
- D. *Sidewalk Removal – 810 W South has requested to remove the sidewalk as it is not a through sidewalk and the homeowner keeps getting parking tickets for blocking the sidewalk. Homeowner has a handicap ramp as well that gets used. The Committee has agreed to not remove the sidewalk but instead to have Mark talk with the homeowner to work on a resolution to the issue of the tickets. The Committee also agreed that ramp can extend to sidewalk. Mark to update next committee meeting.*
- E. *Stop sign at Central and Elm Streets – Committee agreed it would not be in good interest at this time to make any moves on this as a stop sign at this area could possibly create more issues with the overpass. Mark to watch for future trouble in this area and bring back to committee if needed.*
- F. *West Lincoln way Reconstruction – Dave M received a quote from Fort Dodge Asphalt and it is different work then the one from Blacktop Asphalt so he has requested an updated one from Blacktop Asphalt for the identical work. Once he hears back, he is to let Mike know and Mike is to email quotes out for committee to make decision if needed. Mike would like this work done before Ragbrai if at all possible. If Mike does not receive quotes before next committee meeting, then Dave M shall give another update.*
- G. *Sidewalk replacement/shared used paths – Chad spoke about a new sidewalk where 307 N Wilson was. He also spoke of taking curbs out and installing handicap paths. Chad to get a priority list by next meeting, weather permitting. This to be added to next committee agenda.*

IV. SANITATION/RECYCLING

A. Waste collection report 212.34 tons

B. Recycle collection report 22.73 tons

Jefferson Public Library

Meeting of the Board of Trustees
Monday, March 20, 2023 6:30 PM
Library Basement Meeting Room

NOTE: The regular meeting of the Library Board of Trustees has been re-scheduled from March 13 to Monday, March 20.

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
 - B. FY2023-2024 Budget proposal
 - C. Grants
 - D. Project updates
 - E. Youth and adult program updates
 - F. Director's annual performance evaluation
- VII. New Business
 - A. Pilot program for recording statistics
 - B. Friends of the Library activities
- VIII. Next Meeting – Monday, April 10
- IX. Adjournment