

AGENDA

COUNCIL MEETING

Tuesday, November 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. 10/24/23 regular Council minutes
- B. Payment of monthly bills.
- C. Approve Sidewalk Reimbursement for Steve Brandt

IV. NEW BUSINESS:

- A. ORDINANCE: "Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Relating to Water Services."
- B. ORDINANCE: "Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Relating to Zero Lot Line Zoning."
- C. ORDINANCE: "Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Relating to Front Yard Setbacks for Infill Lots."
- D. ORDINANCE: "Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Relating to Fences."
- E. ORDINANCE: "Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Relating to Water Rates."
- F. ORDINANCE: "Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Pertaining to Downtown Sidewalk Maintenance and Repair Responsibility."
- G. RESOLUTION: Waiving Review of Rogers Plat of Survey."
- H. RESOLUTION: Waiving Review of Erickson Plat of Survey."
- I. RESOLUTION "Accepting Completed Construction and Approving Final Payment for the City of Jefferson City Hall Entrance Improvement Project."
- J. Approving Final Acceptance for the City Hall Entrance Improvement
- K. Consider approval of Pay Estimate No. 5 & Final in the amount of \$5,733.00 for the City Hall Entrance Improvement project.
- L. Consider approval of Pay Estimate #9 to Shank Constructors, Inc of \$721,938.25 for Wastewater Treatment Plant project.
- M. Consider approval of Pay Estimate #2 to Jensen Builders, Ltd, of \$ 384,844.52 for Airport Hangar project.
- N. Engineering Addendum #1 to Professional Services Contract for Airport Hanger Project
- O. Consider Proposal for Engineering Services for Pickleball Court Project.
- P. Consider Façade Grant Application for Highland Medical Staffing, 118 E. State Street.
- Q. Phone system upgrade

V. REPORTS:

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

VI. Enter Closed Session per Iowa Code §20.17.3

VII. ADJOURN.

TO: Mayor and City Council Members
FROM: Scott Peterson, City Administrator
SUBJECT: General Information Memo
Regular City Council Session
Tuesday, November 14, 2023 5:30 p.m.

The Council will not hold the public hearing or take action on the proposed CDBG Upper Story application for Art on the Fly. The regulations of the Iowa Economic Development Authority have recently changed. Since the City has an open CDBG Upper Story grant, the City cannot apply again until the other one is closed.

Connection Fees for Large Water Services: The ordinance on page 4 states that the customer is now responsible for the installation costs of water services larger than one inch. This will be the third reading of this ordinance.

Zero Lot Line Zoning: An ordinance allowing for duplexes to be built with “zero lot line” begins on page 6. This will be the third reading of this ordinance.

Front Yard Setback for Infill Lots: An ordinance is proposed allowing the construction of new homes on in-fill lots to be built at the same front yard setback as the existing homes. This will be the third reading of this ordinance.

Fence Regulations: An ordinance is proposed regulating fences and materials of which fences can be constructed. This will be the second reading of this ordinance.

Water Rates: The Water/Sewer Committee is recommending that retail water rates be increased by 5%. The rate increase will allow the City to continue to save funds for future capital projects, including improvements to the water plant. This will be the second reading of this ordinance.

Responsibility for Downtown Sidewalks: An ordinance is proposed to clarify maintenance responsibilities of sidewalks in the downtown area. This will be the second reading of this ordinance.

Waiving Review of Plats of Survey: The Council is asked to waive review of two separate plats in the two-mile area outside of the City limits. The first is from Dean & Nancy Rogers, and the second is from Dayle Erickson.

City Hall Entrance: This project is complete. The Council is asked to accept the project and authorize final payment of \$5,733.

WWTP Pay Application 9 in the amount of \$721,938.25 includes:

- Submittals and shop construction on Enviromix Mixing System
- Continued excavation for the lift station
- Concrete for the anoxic basin
- Miscellaneous metals supply
- Mechanical mobilization
- Continued site electrical work

Airport Hangar Pay Estimate #2 in the amount of \$384,844.52 is for concrete work, drainage work, and much of the construction of the hangar building.

Engineering Addendum for Hanger Project: The addendum beginning on page 45 is for additional engineering work related to the state grant which funded additions to the concrete approach and enhancements to the hangar including a roll-up vehicle entry door. This addendum was planned in the funding for the project.

Pickleball Court Engineering: The pickleball committee interviewed two engineering firms and recommends using Bolten & Menk. A contract for engineering services begins on page 50.

Façade Grant: David Palmer of Highland Medical Staffing had submitted an application for a façade grant for 118 E. State Street. The project estimate is \$76,720 and they seek a façade grant of \$38,360.

Phone System Upgrade: It is proposed to upgrade the phones at many of the city departments. This will change the systems to VOIP. Monthly fees to Jefferson Telephone will remain very near the same rate as they are currently. The buildings will need to be rewired. It is proposed for TechZone to install the new wiring at \$200 per drop. Each Department will be responsible for their wiring costs. The Finance Committee recommends approval.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF JEFFERSON, IOWA, 2017, REGARDING THE RESPONSIBILITY FOR
WATER SERVICE PIPES

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

SECTION 1. Amendment. Section 90.11 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by deleting the section in its entirety, and in its place a subsection stating as follows:

90.11 RESPONSIBILITY FOR WATER SERVICE PIPE. The costs and expenses incident to the installation, connection and maintenance of the water service pipe shall be in accordance with the following:

1. Property Owner. The property owner shall be responsible for all costs and expenses of the installation and maintenance of the water service pipe from the curb valve or street right of way line, whichever is closer to the main, to the building served. Additionally, for all water service pipes larger than one inch (1") in diameter, the property owner shall be responsible for all costs and expenses of the installation and connection of the water service pipe from the main to the curb valve or street right of way line, whichever is closer to the main.

2. City. The City shall be responsible for all costs and expenses of the maintenance of the water service pipe from the main to the curb valve of street right of way line, whichever is closer to the main. Additionally, for all water service pipes one inch (1") or smaller in diameter, the City shall be responsible for all costs and expenses of the installation and connection of the water service pipe from the main to the curb valve or street right of way line, whichever is closer to the main.

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Finally passed by the Council on _____, 2023, and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

- - - -

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on

_____.

Roxanne Gorsuch, City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF JEFFERSON, IOWA, 2017, TO ALLOW ZERO LOT LINE STRUCTURES

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

SECTION 1. Subsection Added. Section 165.26 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by adding Subsection 10, which shall be as follows:

10. Zero Lot Line Structures. The purpose of this subsection is to allow for development of single-family and duplex dwellings on property with design standards prescribed to allow for zero lot line setbacks. This concept is intended to provide more usable yard area, maximize views, conserve energy, and provide development flexibility. Zero lot line development is intended to allow for alternate siting of single-family, duplex and townhouse dwellings on individual lots if the development standards of the residential zone can be met. The requirements of this chapter shall be considered as modifications to the zoning requirements relating only to setbacks. Any zero lot line development approval under this section shall be restricted to development as herein prescribed.

A. Zero lot line with existing subdivisions. Except as specifically provided otherwise, all requirements of plats on developed land within the City are unchanged, to include but not be limited to the application of all provisions of this title and the currently adopted International Residential Code adopted by the City.

B. Zero lot line with new subdivisions. A zero lot line development may be completed in conjunction with the subdivision of property through the subdivision process. Zero lot line applications in conjunction with plats by survey must be presented at a public hearing before approval may be granted.

C. Zero lot line design standards. Notwithstanding any other provision in the Code of Ordinances of the City of Jefferson and this title, a zero lot line development may be approved and thereafter developed in conformity with the following design standards:

- a. All dwellings constructed within the zero lot line development shall be so constructed as to share a common property line with an adjoining parcel or lot.
- b. All lots located within a zero lot line development shall be designated as having the following property lines:

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- i. Front street property line, which shall be the property line adjacent to the street or public thoroughfare by which access is gained to the lot;
 - ii. Rear lot line, which shall be the lot line opposite the front street property line;
 - iii. Interior property line, which shall mean the lot line shared with the adjoining parcel or lots except for corner lots, where the side street property line shall be known as the side street property line;
 - iv. Common property line shall mean the property line on which the dwelling structure is located, and which is shared with an adjoining property owner;
 - v. The dwelling unit shall be placed upon only one interior property line with zero setbacks.
- c. No zero lot line shall be allowed for the yard adjacent to a public or private street.
- d. Each dwelling shall be located on its own individual platted lot. The plat shall indicate the zero lot line easements and restrictions appurtenant thereto. A construction maintenance agreement between the owners of the zero lot line lots shall be prepared at the expense of the property owners and recorded in the Greene County Recorder's Office. The agreement shall provide for a minimum five-foot reciprocal repair and maintenance easement extending in all directions from all zero setback walls. The purpose of the easement is for the maintenance and repair of the dwellings located on the zero lot line. The agreement shall address how maintenance and repairs are to be paid for, as well as how new construction shall be agreed to by the property owners. Restrictions shall be provided to limit changes of color, materials, and design of the dwelling as to be compatible with the attached unit.

SECTION 2. Subsection Added. Section 165.28 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by adding Subsection 10, which shall be as follows:

10. Zero Lot Line Structures. The purpose of this subsection is to allow for development of single-family and duplex dwellings on property with design standards prescribed to allow for zero lot line setbacks. This concept is intended to provide more usable yard area,

maximize views, conserve energy, and provide development flexibility. Zero lot line development is intended to allow for alternate siting of single-family, duplex and townhouse dwellings on individual lots if the development standards of the residential zone can be met. The requirements of this chapter shall be considered as modifications to the zoning requirements relating only to setbacks. Any zero lot line development approval under this section shall be restricted to development as herein prescribed.

D. Zero lot line with existing subdivisions. Except as specifically provided otherwise, all requirements of plats on developed land within the City are unchanged, to include but not be limited to the application of all provisions of this title and the currently adopted International Residential Code adopted by the City.

E. Zero lot line with new subdivisions. A zero lot line development may be completed in conjunction with the subdivision of property through the subdivision process. Zero lot line applications in conjunction with plats by survey must be presented at a public hearing before approval may be granted.

F. Zero lot line design standards. Notwithstanding any other provision in the Code of Ordinances of the City of Jefferson and this title, a zero lot line development may be approved and thereafter developed in conformity with the following design standards:

- a. All dwellings constructed within the zero lot line development shall be so constructed as to share a common property line with an adjoining parcel or lot.
- b. All lots located within a zero lot line development shall be designated as having the following property lines:
 - i. Front street property line, which shall be the property line adjacent to the street or public thoroughfare by which access is gained to the lot;
 - ii. Rear lot line, which shall be the lot line opposite the front street property line;
 - iii. Interior property line, which shall mean the lot line shared with the adjoining parcel or lots except for corner lots, where the side street property line shall be known as the side street property line;
 - iv. Common property line shall mean the property line on which the dwelling structure is located, and which is shared with an adjoining property owner;
 - v. The dwelling unit shall be placed upon only one interior property line with zero setbacks.



- c. No zero lot line shall be allowed for the yard adjacent to a public or private street.
- d. Each dwelling shall be located on its own individual platted lot. The plat shall indicate the zero lot line easements and restrictions appurtenant thereto. A construction maintenance agreement between the owners of the zero lot line lots shall be prepared at the expense of the property owners and recorded in the Greene County Recorder's Office. The agreement shall provide for a minimum five-foot reciprocal repair and maintenance easement extending in all directions from all zero setback walls. The purpose of the easement is for the maintenance and repair of the dwellings located on the zero lot line. The agreement shall address how maintenance and repairs are to be paid for, as well as how new construction shall be agreed to by the property owners. Restrictions shall be provided to limit changes of color, materials, and design of the dwelling as to be compatible with the attached unit.

SECTION 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Finally passed by the Council on _____, 2023, and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on _____.

Roxanne Gorsuch, City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF JEFFERSON, IOWA, 2017, TO ALLOW FOR
INFILL SITE DEVELOPMENT

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

SECTION 1. Subsection Added. Section 165.07 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by adding Subsection 94, which shall be as follows:

94. Infill Development. The construction of a building or structure on an undeveloped parcel located in a predominantly developed area.

SECTION 2. Subsection Added. Section 165.07 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by adding Subsection 95, which shall be as follows:

95. Infill Site. Any undeveloped lot, parcel or tract within developed areas and where water, sewer, streets and fire protection have already been constructed or are provided to the predominantly developed area.

SECTION 3. Subsection Added. Section 165.26 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by adding Subsection 5(K), which shall be as follows:

Infill Development. Notwithstanding anything to the contrary in this Section 165.26, the minimum front yard setback of a residential dwelling on an Infill Site shall be the minimum front yard setback of the dwelling closest to the street on the same block that faces the same street that abuts the Infill Site, exclusive of steps, decks and other accessor structures.

SECTION 4. Subsection Added. Section 165.28 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by adding Subsection 5(K), which shall be as follows:

Infill Development. Notwithstanding anything to the contrary in this Section 165.26, the minimum front yard setback of a residential dwelling on an Infill Site shall be the minimum front yard setback of the dwelling closest to the street on the same block that faces the same street that abuts the Infill Site, exclusive of steps, decks and other accessor structures.

SECTION 5. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 7. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Finally passed by the Council on _____, 2023, and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

- - - -

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on

_____.

Roxanne Gorsuch, City Clerk

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ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF JEFFERSON, IOWA, 2017, REGULATING FENCING MATERIALS

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

SECTION 1. Subsection Added. Section 165.45 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by adding Subsection 9, which shall be as follows:

9. Fence Materials. Fences in every district shall conform to the following specifications:

- A. Fences shall be constructed only of materials commonly used for landscaping or fencing, such as masonry block, brick, field stone, limestone, concrete, lumber, vinyl, or chain link. Fences shall not be constructed from chicken wire, livestock panels or salvage material. Vertical board fences shall have a maximum edge to edge spacing between the boards of one inch less than the width of the widest board.
- B. Fences shall not be electrified.
- C. Chain link fences shall have a maximum opening between the links of 2 3/8 inches as measured diagonally. Support posts shall be firmly implanted in the ground and shall be spaced not more than ten feet apart. Chain link fencing shall be attached to the top rail by fence ties at intervals of not more than three feet apart. Fencing shall be attached to the support posts and top rail by using standard chain link fence hardware.
- D. Wrought iron fences shall have a maximum spacing of four inches between the vertical rails and a minimum spacing of five feet between the horizontal rails.
- E. The finished side of any fence shall face out from the enclosed lot.
- F. Every fence shall remain structurally sound and in a good state of repair or shall be removed.

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Finally passed by the Council on _____, 2023, and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on

_____.

Roxanne Gorsuch, City Clerk

ORDINANCE NO. _____
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISION
PERTAINING TO WATER RATES

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

SECTION 1. Section Amended. Section 92.02 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

92.02 RATES FOR SERVICE. Water services shall be furnished at the following monthly rates within the City:

(Code of Iowa, Sec. 384.84)

Cubic Feet Used Per Month	Rate
First 134	\$13.07 (minimum bill)
All Over 134	\$8.20 per 100 cubic feet

SECTION 2. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. When effective. This ordinance shall be effective as of the beginning of the monthly water and sewer billing cycle that commences immediately after this ordinance is published as required by law.

Finally passed by the Council and approved on October 24, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on _____, 2023.

Roxanne Gorsuch, City Clerk

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ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO DOWNTOWN SIDEWALK MAINTENANCE AND REPAIR RESPONSIBILITY

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

SECTION 1. Section Amended. Section 136.05 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

136.05 CITY MAY ORDER REPAIRS

1. Notice and Assessment for Repairs. If the abutting property owner does not maintain sidewalks as required, the Council may serve notice on such owner, by certified mail, requiring the owner to repair, replace or reconstruct sidewalks within a reasonable time and if such action is not completed within the time stated in the notice, the Council may require the work to be done and assess the costs against the abutting property for collection in the same manner as a property tax

2. Responsibility for Downtown Sidewalks. This Subsection shall apply to sidewalks located in the "Downtown Area" as defined in Subsection 3 of this Section. For sidewalks located in the Downtown Area, if the sidewalks that are 8 foot-wide or less, the property owner would be responsible for the repairs, replacement or reconstruction of the 4 feet of the sidewalk abutting the building while the City would be responsible for the remaining portion of the sidewalk to the street. For sidewalks in the Downtown Area that are more than 8 foot-wide, the property owner and City would each be responsible for half the cost of repairs, replacement or reconstruction.

3. "Downtown Area" Defined. For the purposes of this Section, the Downtown Area shall refer to Blocks 9, 10, 11, 18, 19, 22, 23, and 24, as well as the Public Square, in the Original Town (now City) of Jefferson, Greene County, Iowa. Described locally, this area shall encompass the sidewalks located along and abutting the following streets:

- A. The west and east sidewalks along Wilson Avenue between East Harrison Street and East Washington Street:
- B. The west and east sidewalks along Chestnut Street between East Harrison Street and East Washington Street:
- C. The east sidewalk along Vine Street between East Harrison Street and East Washington Street:
- D. The west sidewalk along Locust Street between East Harrison Street and East Washington Street;
- E. The north and south sidewalks along East State Street

- between North Vine Street and North Locust Street;
- F. The north and south sidewalks along East Lincoln Way between Vine Street and Locust Street;
- G. The south sidewalks along East Washington Street between North Vine Street and North Locust Street; and
- H. The north sidewalks along East Harrison Street between South Vine Street and South Locust Street.

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed

SECTION 3. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Finally passed by the Council on _____, 2023, and approved on _____, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

RESOLUTION NO. _____

A RESOLUTION WAIVING REVIEW OF ROGERS’
PLAT OF SURVEY

WHEREAS, Dean A. Rogers and Nancy J. Rogers, owners of the property described herein, requested the City Council of Jefferson to approve a plat of survey prepared by Robert B. Bills of Central Iowa Surveying, LLC dated October 26, 2023 (the “Plat of Survey”), covering the following described property:

Parcel “A” of Lot 3 in the SE¼ of the SE¼ of Section 13, Township 83 North, Range 31 West of the 5th P.M, Greene County, Iowa;

located adjacent to 250th Street which is southwest of Jefferson, Iowa; and

WHEREAS, in accordance with Iowa Code Section 354.9, the City adopted Chapter 166 of the Code of Ordinances, permitting the City to review plats of survey lying in unincorporated areas within two miles of the City’s boundaries.

WHEREAS, Sub-Section 166.03(2) of the Code of Ordinances of the City of Jefferson permits the City Council to waive its right to review such plats of survey if the subdivisions will not interfere City rights-of-way, extensions of existing City roads, or development under the City’s comprehensive plan.

WHEREAS, the City Engineer and City Administrator determined the Plat of Survey will not interfere with the City’s interests and recommended that the City waive its right to review the Plat of Survey; and

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

Section 1. In accordance with Sub-Section 166.03(2) of the Code of Ordinances of the City of Jefferson, the City hereby waives its right to review the Plat of Survey described above.

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

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

(Remainder of page left intentionally blank – Signatures to follow)

APPLICATION FOR APPROVAL OF PLAT OF SURVEY

TO: City Council of Jefferson

The undersigned owner(s) of the land described in the attached plat of survey request the City Council of the City of Jefferson to approve the division of land reflected in the attached plat of survey pursuant to Section 166.22 of the Code of Ordinances of the City of Jefferson. The following information is submitted in support of this application:

1. A pre-application conference regarding this proposed subdivision was held with the City Administrator on October 2023.

2. A copy of a plat of survey prepared by Robert B. Bihig, an Iowa registered land surveyor, dated 10/26/2023, showing the land proposed to be divided is attached to this application.

3. The purpose of this proposed division is: Convey Parcel to new owner to build a house.

4. The name(s), address(es) and telephone number(s) of all the owners of the land described in the attached plat are as follows:

Deen + Nancy Buegers 1590 M AVE, Jefferson, IA 50129

5. The names and addresses of all adjoining property owners are set forth below, and the approximate locations of their properties are shown on the attached plat.

Zaleschuk Trust PO Box 67 Storm Lake, IA 50588
Keith + Joan Conroy 1205 245th St. Jefferson, IA 50129

6. (a) The existing zoning classification of the property covered by the plat is AG. (There is no pending plan or proposal to change this zoning classification./It is proposed that the zoning classification of this property be changed to N/A.)

(b) The zoning classification(s) for the adjoining properties is/are as follows: AG. (There is no pending plan or proposal to change any zoning classification for any of the adjoining properties./It is proposed that the zoning classification of adjoining property be changed to N/A.)

7. (Check applicable paragraph:)

There are no structures located on the property proposed to be divided.

There are one or more structures located on the property proposed to be divided, and the location of such structures and their distance from existing and proposed boundary lines has been shown by a registered land surveyor either on the attached plat or on a separate drawing attached to this application.

(Rev. July 16, 2012)

8. All existing and proposed public streets and roads, all public water and sanitary and storm sewer lines, and all gas and electrical services in relation to the property proposed to be divided have been described by a registered land surveyor either on the attached plat or on a separate drawing attached to this application. If any parcel shown on the attached plat does not have direct access to any such services, then it is proposed that access to such services be obtained as follows:

If any private easements are proposed, copies of the same will be provided upon request.

The undersigned acknowledge that they have reviewed the foregoing application and represent and warrant that the information set forth above is true and accurate. This application is being submitted in quadruplicate.

Date: 10-26-2023

Deana A. Rogers

Nancy J. Rogers

APPROVAL RECOMMENDED/NOT RECOMMENDED

City Engineer Date

APPROVAL RECOMMENDED/NOT RECOMMENDED

City Administrator Date



GENERAL NOTES:

1. NO CITY OF JEFFERSON UTILITIES (SANITARY SEWER, STORM SEWER, AND WATER) ARE LOCATED ON THIS PROPERTY.
2. AERIAL PHOTO IS ONLY APPROXIMATED TO PROPERTY LINES.



CENTRAL IOWA SURVEYING, LLC
 P.O. BOX 67 JEFFERSON, IOWA 50129
 PHONE (515) 370-2399 EMAIL rbills@centraliowasurveying.com

23J04

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RESOLUTION NO. _____

A RESOLUTION WAIVING REVIEW OF ERICKSON
PLAT OF SURVEY

WHEREAS, Peoples Company, on behalf of Dayle Erickson, owner of the property described herein, requested the City Council of Jefferson to approve a plat of survey prepared by Robert B. Bills of Central Iowa Surveying, LLC dated October 27, 2023 (the "Plat of Survey"), covering the following described property:

Parcel "A" of Lot 1 of the NW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 32, Township 84 North, Range 30 West of the 5th P.M, Greene County, Iowa; AND

Lot 8 of the E $\frac{1}{2}$ of Section 32, Township 84 North, Range 30 West of the 5th P.M, Greene County, Iowa;

lying east of Neola Avenue between U.S. Highway 30 and 210th Street, and located northeast of Jefferson, Iowa; and

WHEREAS, in accordance with Iowa Code Section 354.9, the City adopted Chapter 166 of the Code of Ordinances, permitting the City to review plats of survey lying in unincorporated areas within two miles of the City's boundaries.

WHEREAS, Sub-Section 166.03(2) of the Code of Ordinances of the City of Jefferson permits the City Council to waive its right to review such plats of survey if the subdivisions will not interfere City rights-of-way, extensions of existing City roads, or development under the City's comprehensive plan.

WHEREAS, the City Engineer and City Administrator determined the Plat of Survey will not interfere with the City's interests and recommended that the City waive its right to review the Plat of Survey; and

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

Section 1. In accordance with Sub-Section 166.03(2) of the Code of Ordinances of the City of Jefferson, the City hereby waives its right to review the Plat of Survey described above.

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

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

(Remainder of page left intentionally blank – Signatures to follow)

APPLICATION FOR APPROVAL OF PLAT OF SURVEY

TO: City Council of Jefferson

The undersigned owner(s) of the land described in the attached plat of survey request the City Council of the City of Jefferson to approve the division of land reflected in the attached plat of survey pursuant to Section 166.22 of the Code of Ordinances of the City of Jefferson. The following information is submitted in support of this application:

1. A pre-application conference regarding this proposed subdivision was held with the City Administrator on October 2023.
2. A copy of a plat of survey prepared by Robert B. Billis, an Iowa registered land surveyor, dated 10/27/2023, showing the land proposed to be divided is attached to this application.
3. The purpose of this proposed division is: SEPARATE THE PASTURE FROM THE FARM GROUNDS AND COMBINE PARCEL A WITH THE FARM GROUNDS.
4. The name(s), address(es) and telephone number(s) of all the owners of the land described in the attached plat are as follows:
DANLE BRICKSON - 1267 NEOLA AVE JEFFERSON, 321 258 2340
5. The names and addresses of all adjoining property owners are set forth below, and the approximate locations of their properties are shown on the attached plat.
Curtis Coates - 1463 210th ST JEFFERSON
JERRY & MARLYS OSTRANDER - 1110 Milligan Cir. Jefferson
Hinchliff Farms, LLC - 2626 Lakewood # 3109, Chicago, IL 60614
BRUCE BAUMER 704 W SUNSET RD. JEFFERSON
6. (a) The existing zoning classification of the property covered by the plat is AG. (There is no pending plan or proposal to change this zoning classification./It is proposed that the zoning classification of this property be changed to N/A.)
(b) The zoning classification(s) for the adjoining properties is/are as follows: AG. (There is no pending plan or proposal to change any zoning classification for any of the adjoining properties./It is proposed that the zoning classification of adjoining property be changed to N/A.)
7. (Check applicable paragraph:)
 There are no structures located on the property proposed to be divided.
 There are one or more structures located on the property proposed to be divided, and the location of such structures and their distance from existing and proposed boundary lines has been shown by a registered land surveyor either on the attached plat or on a separate drawing attached to this application.

(Rev. July 16, 2012)

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GENERAL NOTES:

1. NO CITY OF JEFFERSON UTILITY LINES (SANITARY SEWER, STORM SEWER, AND WATER) ARE LOCATED ON OR NEAR THIS PROPERTY.
2. AERIAL PHOTO IS ONLY APPROXIMATED TO PROPERTY LINES.



CENTRAL IOWA SURVEYING, LLC
 P.O. BOX 67 JEFFERSON, IOWA 50129
 PHONE (515) 370-2399 EMAIL rbills@centraliowasurveying.com

23J03

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RESOLUTION NO. _____

A RESOLUTION ACCEPTING COMPLETED CONSTRUCTION AND APPROVING FINAL
PAYMENT FOR THE CITY OF JEFFERSON CITY HALL ENTRANCE
IMPROVEMENT PROJECT

WHEREAS, pursuant to its earlier resolution the City Council of Jefferson awarded a contract to Tallgrass Land Stewardship Co., of Waukee, Iowa for the City Hall Entrance Improvement Project (the "Contract"); and

WHEREAS, the City Engineer has reported to the City Council that all the work required under the Contract was completed in substantial compliance with the terms of said Contract as of November 6th, 2023, that the work performed under the Contract should be accepted, and that final payment in accordance with the terms of the Contract and Iowa Code Chapter 573 should be made; and

WHEREAS, the City Council finds that it should proceed in accordance with the City Engineer's recommendation.

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

Section 1. The work performed by the contractor under the Contract is accepted as of November 14, 2023, and the retainage under the Contract should be paid after 30 days after said final acceptance date providing no claims have been made.

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

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

Passed and approved on November 14, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk



**FINAL ACCEPTANCE
AND
CERTIFICATE OF COMPLETION**

City Hall Entrance Improvements Project
City of Jefferson, Iowa

Tallgrass Land Stewardship Co.
PO Box 938
Waukee, IA 50263

I hereby declare that this project has been completed in substantial compliance with the plans, specifications, contract documents, and change orders governing this project and recommend that the work completed be accepted by the Owner, with the following exceptions and conditions:

Exceptions – None

Date of Final Completion – October 23, 2023

The undersigned accepts the work constructed under the conditions and guarantee of the contract with the exceptions noted above.

The final contract amount is \$114,660.00

Dated this 6th of November 2023

Recommended by Engineer, Bolton & Menk, Inc.

By James D. Leiding
James D. Leiding, P.E.
Bolton & Menk, Inc.

Accepted by Owner, City of Jefferson

By _____
Matt Gordon Mayor Date

Attest _____
Roxanne Gorsuch City Clerk Date



**BOLTON
& MENK**

Real People. Real Solutions.

300 W McKinley Street
PO Box 68
Jefferson, IA 50129

Ph: (515) 386-4101
Bolton-Menk.com

PUNCH LIST

Owner: City of Jefferson Date of Current Issue: 10/23/2023

Project: Jefferson City Hall Entrance Improvements Date of Original Issue: 06/07/2023

Owner Project No.: _____ Comp. Date: Substantial 9/29/2022 Final 10/27/23

Contractor: Tallgrass Land Stewardship Co. BMI Project No.: 0A1.124557

Date(s) of Inspection(s): 05/29/2023, 6/16/23, 8/7/23, 9/29/23, 10/23/23

Below is a partial list of items, which must be completed or corrected prior to final acceptance of the subject project. This list may not be final, additional items may be added at a later date.

Item No.	Contract Reference	Item Description	Current Status	Accepted	
				By	Date
1		Trim Expansion at ally to be flush with sidewalk	Complete	KMA	6/16/23
2		Rout and seal stoop	Complete	KMA	6/16/23
3		Rout and seal along building	Complete	KMA	6/16/23
4		Rout and seal Stairs	Complete	KMA	6/16/23
5		More Roch Mulch needed in all areas 3" min	Complete	KMA	6/16/23
6		More Wood Mulch Needed in all areas 3" min	Complete	KMA	6/16/23
7		Add additional Paver locking sand in areas washed out by rain	Completed	KMA	6/16/23



PUNCH LIST

Owner: City of Jefferson

Real People. Real Solutions. Project: Jefferson City Hall Entrance Improvements
Project No.: 0A1.1230750A1.124557

Ph: (515) 386-4101
Bolton-Menk.com

Item No.	Contract Reference	Item Description	Current Status	Accepted	
				By	Date
8		Remove and seal hole of wood piece connected to wall next to entry door	Completed	KMA	9/29/23
9		Install Handrails on stairs	Complete	KMA	8/7/23
10		Install Bench	Complete	KMA	9/30/23
11		Clean up City Hall Lobby of tracked in joint sealer	Complete	KMA	6/16/23
12		Water and Maintain plantings	Complete	KMA	9/29/23
13		Warrenty replacement of 2 Amber Jubilee Ninebark bushes on north east side of building	Complete	KMA	9/29/23
14		Weed control in all seeded areas	Complete	KMA	9/29/23
15		Remove grass and weeds from all mulched areas	Complete	KMA	10/23/23
16		Remulch areas effected by weeds after weeding is completed	Complete	KMA	10/23/23
17		Prep and seed weak areas and bare spots	Complete	KMA	10/23/23
18		Add 2 CY rock mulch around flag pole planter, areas where weeds were pulled and near spiggot south side of building. Any remaining rock mulch to be dispursed in planters along building.	Complete	KMA	10/23/23

Contractor's Application for Payment

Owner: City of Jefferson, Iowa **Owner's Project No.:** _____
Engineer: Bolton & Menk, Inc. **Engineer's Project No.:** 0A1.124557
Contractor: Tallgrass Land Stewardship Co. **Agency's Project No.:** _____
Project: City Hall Entrance Improvements, City of Jefferson, Iowa
Contract: _____
Application No.: 5 Final **Application Date:** 11/1/2023
Application Period: **From** 10/1/2023 **To** 10/31/2023

1. Original Contract Price	\$	108,905.00
2. Net Change By Change Orders	\$	5,755.00
3. Current Contract Price (Line 1 + Line 2)	\$	114,660.00
4. Total Work Completed And Materials Stored To Date (Sum of Column H Unit Price Total and Column M Stored Materials)	\$	114,660.00
5. Retainage		
a. _____ X \$ 114,660.00 Work Completed	\$	-
b. 5% X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount Eligible To Date (Line 4 - Line 5.c)	\$	114,660.00
7. Less Previous Payments	\$	108,927.00
8. Amount Due This Application	\$	5,733.00

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and
- (4) The provisions of the Iowa Administrative Code have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Tallgrass Land Stewardship Co.
Signature: _____ **Date:** _____
Name: Scott J. Smith **Title:** Principal

Recommended by Engineer: Bolton & Menk, Inc. **Approved by Owner:**
300 W. McKinley Street, Jefferson, Iowa 50129
By: _____ **By:** _____
Name: James D. Leiding, P.E. **Name:** Matt Gordon
Title: Project Manager **Title:** Mayor, City of Jefferson, Iowa
Date: _____ **Date:** _____

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Contractor's Application for Payment

Progress Estimate - Unit Price Work

Owner: City of Jefferson, Iowa
Engineer: Bolton & Menk, Inc.
Contractor: Tallgrass Land Stewardship Co.
 City Hall Entrance
 Improvements, City of
 Jefferson, Iowa

Owner's Project No.: 0A1-124557
Engineer's Project No.:
Agency's Project No.:

Application No.: 5-Final **Application Period:** From 10/07/23 to 10/31/23 **Application Date:** 11/1/2023

A Bid Item No.	B Description	C Contract Information		E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	F1 Previous Estimate	F2 Value Previous Estimate	G Estimated Quantity Incorporated in the Work	H Value of Work Completed to Date (E X G) (\$)	I % of Value of Item (H / F) (%)	J Balance to Finish (F - H) (\$)
		D Item Quantity	D Units								
Original Contract											
1	CLEARING AND GRUBBING	1.00	LS	1,500.00	1,500.00	1.00	1,500.00	1.00	1,500.00	100%	-
2	TOPSOIL, ON-SITE	70.00	CY	20.00	1,400.00	70.00	1,400.00	70.00	1,400.00	100%	-
3	EXCAVATION, CLASS 13	115.00	CY	35.00	4,025.00	135.00	4,725.00	135.00	4,725.00	117%	(700.00)
4	SUBBASE, MODIFIED, 3"	310.00	SY	8.00	2,480.00	329.00	2,632.00	329.00	2,632.00	106%	(152.00)
5	SIDEWALK PAVEMENT, PCC, 5"	44.00	SY	90.00	3,960.00	44.00	3,960.00	44.00	3,960.00	100%	-
6	SIDEWALK PAVEMENT, PCC, 6"	160.00	SY	80.00	12,800.00	151.00	12,080.00	151.00	12,080.00	94%	720.00
7	CURB AND GUTTER, 30" WIDTH X 7" THICKNESS	143.00	LF	50.00	7,150.00	187.20	9,360.00	187.20	9,360.00	131%	(2,210.00)
8	CONCRETE UNIT PAVERS W/PCC BASE	68.00	SF	40.00	2,720.00	68.00	2,720.00	68.00	2,720.00	100%	-
9	DETECTABLE WARNING	20.00	SF	65.00	1,300.00	20.00	1,300.00	20.00	1,300.00	100%	-
10	PAVEMENT REMOVAL	185.00	SY	30.00	5,550.00	240.00	7,200.00	240.00	7,200.00	130%	(1,650.00)
11	TEMPORARY TRAFFIC CONTROL	1.00	LS	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00	100%	-
12	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING	0.10	AC	15,000.00	1,500.00	0.10	1,500.00	0.10	1,500.00	100%	-
13	DECIDUOUS SHRUBS	17.00	EA	95.00	1,615.00	17.00	1,615.00	17.00	1,615.00	100%	-
14	PERENNIAL GROUND COVER (1 GALLON)	122.00	EA	25.00	3,050.00	122.00	3,050.00	122.00	3,050.00	100%	-
15	ROCK MULCH, 3" DEPTH	7.00	CY	100.00	700.00	7.00	700.00	7.00	700.00	100%	-
16	AMENDED SOIL, 12" DEPTH	28.00	CY	75.00	2,100.00	28.00	2,100.00	28.00	2,100.00	100%	-
17	LIMESTONE RETAINING WALL	249.00	SF	75.00	18,675.00	230.00	17,250.00	230.00	17,250.00	92%	1,425.00
18	CONCRETE STEPS W/CHEEKWALL, PCC	68.00	SF	125.00	8,500.00	68.00	8,500.00	68.00	8,500.00	100%	-
19	HANDRAIL, BLACK PAINTED	12.00	LF	425.00	5,100.00	12.00	5,100.00	12.00	5,100.00	100%	-
20	MOBILIZATION	1.00	LS	14,000.00	14,000.00	1.00	14,000.00	1.00	14,000.00	100%	-
21	STEEL BENCH	1.00	EA	2,250.00	2,250.00	1.00	2,250.00	1.00	2,250.00	100%	-
22	STEEL EDGING, GREEN PAINTED, 1/8" X 4"	102.00	LF	15.00	1,530.00	140.00	2,100.00	140.00	2,100.00	137%	(570.00)
23	CONCRETE STOOP	1.00	LS	5,000.00	5,000.00	1.00	5,000.00	1.00	5,000.00	100%	-
					Original Contract Totals	\$	108,905.00	\$	112,042.00	\$	(3,137.00)

Change Orders											
24 Change Order No. 1	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	% of Value of Item (H / F) (%)	Balance to Finish (F - H) (\$)
CO1-1	STREET LAMP FOOTING	1.00	EA	400.00	400.00	1.00	400.00	1.00	400.00	100%	-
CO1-2	DOWNSPOUT SUBDRAIN INTAKE	1.00	EA	50.00	50.00	1.00	50.00	1.00	50.00	100%	-
CO1-3	ROUT & SEAL ALONG BUILDING	1.00	LS	250.00	250.00	1.00	250.00	1.00	250.00	100%	-
CO1-4	DRAIN TILE EXTENSION NORTH TO WASHINGTON	54.00	LF	2.00	108.00	54.00	108.00	54.00	108.00	100%	-
CO1-5	GEOTEXTILE BASE FABRIC - MIRAFI 140 N	60.00	SY	10.00	600.00	60.00	600.00	60.00	600.00	100%	-
CO1-6	SHRUB REMOVALS NEAR ALLEY	5.00	EA	50.00	250.00	5.00	250.00	5.00	250.00	100%	-
CO1-7	HARDWOOD MULCH (NO FABRIC)	2.00	CY	80.00	160.00	2.00	160.00	2.00	160.00	100%	-
CO1-8	EXCESS PATIO PAVERS SOLD TO CITY	1.00	LS	800.00	800.00	1.00	800.00	1.00	800.00	100%	-
CO2-1	EXCESS PATIO PAVERS SOLD TO CITY	1.00	LS	3,137.00	3,137.00	1.00	3,137.00	1.00	3,137.00	100%	-
					Change Order Totals	\$	5,755.00	\$	2,618.00	\$	3,137.00

Original Contract and Change Orders											
					Project Totals	\$	114,660.00	\$	114,660.00	\$	-
					Original Contract Totals	\$	108,905.00	\$	112,042.00	\$	(3,137.00)

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ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 9(nine)

To (Owner): City of Jefferson 200 N Chestnut St, Jefferson, IA		Application Period: 10/1/2023 to 10/31/2023		Application Date: 11/3/2023	
Owner's DWSRF Number: 1445		From (Contractor): Shank Constructors, Inc. 3501 85th Avenue North, Brooklyn Park, MN		Via (Engineer): Bolton & Menk Ames, IA	
Project: Jefferson WWTP		Contractor's Contract Number: 1316		Engineer's Project Number: 134997	
Contract:					

Application For Payment - Change Order Summary	
Number	Approved Change Orders
CO 1	\$ 185,359.09
CO 2	\$ 62,089.77
CO 3	\$ 117,779.30
Totals: \$ 365,228.16	
Net Change by Change Order: \$ 365,228.16	

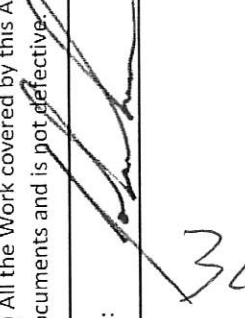
Number	Additions	Deductions
1.	Original Contract Price..... \$ 17,504,700.00	
2.	Net change by Change Orders..... \$ 365,228.16	
3.	Current Contract Price (Line 1 ± 2)..... \$ 17,869,928.16	
4.	Total Completed and Stored to Date (Column F on Progress Estimate)..... \$ 6,617,608.47	
5.	Retainage	
a.	5.0% X \$ 5,113,966.09 Work Completed..... \$ 255,698.30	
b.	5.0% X \$ 1,503,642.38 Stored Material..... \$ 75,182.11	
c.	Early Release of Retainage..... \$ -	
d.	Total Retainage (Line 5a + Line 5b - Line 5c)..... \$ 330,880.41	
6.	Amount Eligible to Date (Line 4 - Line 5d)..... \$ 6,286,728.06	
7.	Less Previous Payments (Line 6 from prior Application)..... \$ 5,564,789.81	
8.	Amount Due This Application..... \$ 721,938.25	
9.	Balance to Finish, Plus Retainage (Column G on Progress Estimate + Line 5 above)..... \$ 11,583,200.10	

Contractor's Certification

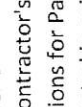
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 11/4/2023

Payment of: \$721,938.25
 (Line 8 or other - attach explanation of the other amount)

is recommended by:  11/7/2023
 (Engineer) (Date)

Payment of: _____
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding Agency (if applicable) (Date)

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract): 0		Application Number: 9(nine)				
Application Period:	10/1/2023	to	10/31/2023	Application Date: 11/3/2023		
Specification Section Number	A Description	B Scheduled Value (\$)	C Work Completed		F Total Completed to Date (C + D)	G Balance to Finish (B - F)
			D From Previous Application (C+D)	E This Period		
Division 01 - General Requirements						
	Mobilization	\$ 525,200.00	\$ 525,200.00		\$ 525,200.00	\$ 18,500.00
	Allowances	\$ 550,000.00	\$ 1,982.00		\$ 1,982.00	\$ 548,018.00
	Allowances - Enviromix	\$ 525,000.00		\$ 52,500.00	\$ 52,500.00	\$ 472,500.00
Division 02						
	Site Removals	\$ 86,400.00	\$ 67,900.00		\$ 67,900.00	\$ 18,500.00
	Demo SST Tank	\$ 445,800.00	\$ 445,800.00		\$ 445,800.00	\$ -
	Strip Top Soil	\$ 25,700.00	\$ 25,100.00		\$ 25,100.00	\$ 600.00
	Site Prep Sludge Tank	\$ 215,500.00	\$ 215,500.00		\$ 215,500.00	\$ -
	Excavation Sludge Tank	\$ 338,700.00	\$ 338,700.00		\$ 338,700.00	\$ -
	Excavation Sludge Loadout	\$ 78,400.00	\$ 52,100.00		\$ 52,100.00	\$ 26,300.00
	Excavation AET Lift Station	\$ 326,185.00	\$ 232,300.00	\$ 20,400.00	\$ 252,700.00	\$ 73,485.00
	Excavation Rapid Mix Tank	\$ 98,200.00	\$ 88,200.00		\$ 88,200.00	\$ 10,000.00
	Excavation Ferric Slab	\$ 9,500.00	\$ 9,500.00		\$ 9,500.00	\$ -
	Splitter Box Bypass	\$ 55,100.00	\$ -		\$ -	\$ 55,100.00
	Grading Sidewalks	\$ 9,900.00	\$ -		\$ -	\$ 9,900.00
	Top Soil Placement	\$ 12,900.00	\$ -		\$ -	\$ 12,900.00
2370.0	Erosion Control	\$ 20,000.00	\$ 13,500.00	\$ 2,800.00	\$ 16,300.00	\$ 3,700.00
	Site Concrete	\$ 75,600.00	\$ -		\$ -	\$ 75,600.00
2920.0	Seeding	\$ 5,000.00	\$ -		\$ -	\$ 5,000.00
	30" & 24" PP to Splitter Box	\$ 444,950.00	\$ -		\$ -	\$ 444,950.00
	6" & 8" ST & 4" PD East	\$ 155,920.00	\$ 27,800.00		\$ 27,800.00	\$ 128,120.00
	Piping Rapid Mix Area	\$ 253,380.00	\$ -		\$ -	\$ 253,380.00
	6" ST & 12" RAS by AET Lift Station	\$ 172,880.00	\$ -		\$ -	\$ 172,880.00
	16" MLR to Aeration	\$ 558,620.00	\$ -		\$ -	\$ 558,620.00
	HDPE/Utility Water	\$ 161,250.00	\$ -		\$ -	\$ 161,250.00
	Aeration Tank Demo	\$ 28,770.00	\$ -		\$ -	\$ 28,770.00
	Headworks Demo	\$ 11,150.00	\$ -		\$ -	\$ 11,150.00
	Blower Building Demo	\$ 8,150.00	\$ -		\$ -	\$ 8,150.00
	Clarifiers Demo	\$ 421,920.00	\$ 140,640.00		\$ 140,640.00	\$ 281,280.00
	Biosolids Demo	\$ 83,510.00	\$ -		\$ -	\$ 83,510.00
	Disinfection Demo	\$ 6,500.00	\$ -		\$ -	\$ 6,500.00

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
Division 03								
	Concrete - Anoxic Basin	\$ 1,155,800.00	\$ 385,300.00	\$ 287,000.00		\$ 672,300.00	58.17%	\$ 483,500.00
	Concrete - Biosolids Loadout	\$ 132,700.00	\$ 2,500.00			\$ 2,500.00	1.88%	\$ 130,200.00
	Concrete - Rapid Mix	\$ 127,900.00	\$ 123,400.00			\$ 123,400.00	96.48%	\$ 4,500.00
	Concrete - Biosolids Control	\$ 33,600.00	\$ 700.00			\$ 700.00	2.08%	\$ 32,900.00
	Concrete - Ferric Chloride	\$ 33,600.00	\$ 33,600.00			\$ 33,600.00	100.00%	\$ -
	Concrete - Misc	\$ 39,395.00	\$ 750.00			\$ 750.00	1.90%	\$ 38,645.00
	Precast Plank	\$ 30,500.00	\$ -			\$ -	0.00%	\$ 30,500.00
Division 04								
	Masonry	\$ 155,440.00	\$ 7,500.00			\$ 7,500.00	4.83%	\$ 147,940.00
Division 05								
	Metals Installation	\$ 44,650.00	\$ -			\$ -	0.00%	\$ 44,650.00
	Misc Metals Supply	\$ 111,960.00	\$ 22,800.00	\$ 8,604.00		\$ 31,404.00	28.05%	\$ 80,556.00
Division 06								
	Wood Blocking	\$ 56,600.00	\$ -			\$ -	0.00%	\$ 56,600.00
Division 07								
7535.0	Roofing & Sheet metal	\$ 169,000.00	\$ -			\$ -	0.00%	\$ 169,000.00
	Sealants	\$ 33,500.00	\$ -			\$ -	0.00%	\$ 33,500.00
Division 08								
	HM Doors & Frams	\$ 6,705.00	\$ -			\$ -	0.00%	\$ 6,705.00
	Hatches & Door Instalaltion	\$ 39,500.00	\$ -			\$ -	0.00%	\$ 39,500.00
	Hatches & Door Instalaltion	\$ 25,000.00	\$ -			\$ -	0.00%	\$ 25,000.00
Division 09								
	Coatings	\$ 765,550.00	\$ 296,000.00			\$ 296,000.00	38.67%	\$ 469,550.00
Division 11								
11000.0	Equipment	\$ 1,348,516.00	\$ 27,000.00			\$ 27,000.00	2.00%	\$ 1,321,516.00
11266.0	Vessco direct Supplied Equipment	\$ 247,600.00	\$ 75,000.00	\$ (75,000.00)		\$ -	0.00%	\$ 247,600.00
11315.0	UV Disinfection Equipment	\$ 114,118.00	\$ 5,706.00			\$ 5,706.00	5.00%	\$ 108,412.00
11330/31	Rotary Lobe Pumps	\$ 88,677.00	\$ 4,400.00			\$ 4,400.00	4.96%	\$ 84,277.00
11351.0	Bar Screens & Dewatering Press	\$ 356,634.00	\$ 71,820.00			\$ 71,820.00	20.14%	\$ 284,814.00
11372.0	Clarifier Equipment	\$ 129,230.00	\$ 6,460.00			\$ 6,460.00	5.00%	\$ 122,770.00
11374/75	Blowers	\$ 159,150.00	\$ 15,960.00			\$ 15,960.00	10.03%	\$ 143,190.00
Division 11	Fine Pore Membrane Aeration Equip Installation							
	Aeration Splitter Box	\$ 3,900.00	\$ -			\$ -	0.00%	\$ 3,900.00
	Secondary Splitter Box	\$ 3,900.00	\$ -			\$ -	0.00%	\$ 3,900.00
	Aeration Tank Install	\$ 56,700.00	\$ -			\$ -	0.00%	\$ 56,700.00
	MLR 1, 2, 3	\$ 7,100.00	\$ -			\$ -	0.00%	\$ 7,100.00
	Headworks Equipment	\$ 20,500.00	\$ -			\$ -	0.00%	\$ 20,500.00
	Blower Building Equipment	\$ 31,300.00	\$ -			\$ -	0.00%	\$ 31,300.00

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Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
	Clarifiers Install	\$ 71,600.00	\$ 3,500.00			\$ 3,500.00	4.89%	\$ 68,100.00
	Was Pumps	\$ 4,830.00					0.00%	\$ 4,830.00
	Disinfection Install	\$ 3,990.00					0.00%	\$ 3,990.00
	RAS/PST Pumps	\$ 49,350.00					0.00%	\$ 49,350.00
	Flexzone - Anoxic Basin	\$ 20,680.00					0.00%	\$ 20,680.00
	Flexzone - Storage Tank	\$ 68,550.00					0.00%	\$ 68,550.00
	Flexzone - Aeration	\$ 61,450.00					0.00%	\$ 61,450.00
	Course Bubble Digester	\$ 17,800.00					0.00%	\$ 17,800.00
	Course Bubble WAS	\$ 4,800.00					0.00%	\$ 4,800.00
	Aeration Overflows	\$ 12,350.00					0.00%	\$ 12,350.00
Division 13								
13216.0	Tank Mobilization	\$ 120,000.00	\$ 120,000.00			\$ 120,000.00	100.00%	\$ -
13216.0	Tank De-Mobilization	\$ 40,000.00	\$ 40,000.00			\$ 40,000.00	100.00%	\$ -
13216.0	Design Drawings & Calcs	\$ 104,000.00	\$ 104,000.00			\$ 104,000.00	100.00%	\$ -
13216.0	Footings Forms	\$ 24,000.00	\$ 24,000.00			\$ 24,000.00	100.00%	\$ -
13216.0	Reinforcing	\$ 56,000.00	\$ 56,000.00			\$ 56,000.00	100.00%	\$ -
13216.0	Place Floor/Footing Concrete	\$ 80,000.00	\$ 80,000.00			\$ 80,000.00	100.00%	\$ -
13216.0	Install Beds	\$ 29,000.00	\$ 29,000.00			\$ 29,000.00	100.00%	\$ -
13216.0	Form/Reinforce/Pour Panels	\$ 129,000.00	\$ 129,000.00			\$ 129,000.00	100.00%	\$ -
13216.0	Erect Panels	\$ 72,000.00	\$ 72,000.00			\$ 72,000.00	100.00%	\$ -
13216.0	Joints and Curb	\$ 29,000.00	\$ 29,000.00			\$ 29,000.00	100.00%	\$ -
13216.0	Shotcrete Diaphragm	\$ 29,000.00	\$ 29,000.00			\$ 29,000.00	100.00%	\$ -
13216.0	Erect Shoring	\$ 31,000.00	\$ 31,000.00			\$ 31,000.00	100.00%	\$ -
13216.0	Erect Formwork	\$ 23,000.00	\$ 23,000.00			\$ 23,000.00	100.00%	\$ -
13216.0	Reinforcing	\$ 54,000.00	\$ 54,000.00			\$ 54,000.00	100.00%	\$ -
13216.0	Place Dome Concrete	\$ 16,000.00	\$ 16,000.00			\$ 16,000.00	100.00%	\$ -
13216.0	Remove Formwork	\$ 23,000.00	\$ 23,000.00			\$ 23,000.00	100.00%	\$ -
13216.0	Prestress	\$ 45,000.00	\$ 45,000.00			\$ 45,000.00	100.00%	\$ -
13216.0	Wire Coat	\$ 19,000.00	\$ 19,000.00			\$ 19,000.00	100.00%	\$ -
13216.0	Body Coat	\$ 17,000.00	\$ 17,000.00			\$ 17,000.00	100.00%	\$ -
13216.0	Final Coat	\$ 4,000.00	\$ 4,000.00			\$ 4,000.00	100.00%	\$ -
13216.0	Tank Pipe, Fittings & Appurtenances	\$ 64,000.00	\$ 64,000.00			\$ 64,000.00	100.00%	\$ -
13216.0	Decorative Paint - Exterior	\$ 23,000.00	\$ 23,000.00			\$ 23,000.00	100.00%	\$ -
Division 14								
14620.0	Hoists	\$ 9,620.00	\$ -			\$ -	0.00%	\$ 9,620.00

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
Division 15								
	Grit Separation Piping	\$ 34,900.00	\$ -			\$ -	0.00%	\$ 34,900.00
	Process Piping	\$ 290,100.00	\$ -			\$ -	0.00%	\$ 290,100.00
	Mixed Liquor Return Piping	\$ 289,560.00	\$ -			\$ -	0.00%	\$ 289,560.00
	Sludge Transfer Piping	\$ 50,080.00	\$ -			\$ -	0.00%	\$ 50,080.00
	Aeration Piping	\$ 391,900.00	\$ -			\$ -	0.00%	\$ 391,900.00
	RAS Piping	\$ 121,280.00	\$ -			\$ -	0.00%	\$ 121,280.00
	WAS Piping	\$ 68,040.00	\$ -			\$ -	0.00%	\$ 68,040.00
	Supernatant Piping	\$ 5,520.00	\$ -			\$ -	0.00%	\$ 5,520.00
	Chemical Piping	\$ 158,881.00	\$ -			\$ -	0.00%	\$ 158,881.00
	Mechanical Mobilization	\$ 93,320.00	\$ -	\$ 15,485.00		\$ 15,485.00	16.59%	\$ 77,835.00
	Plumbing Demolition	\$ 12,995.00	\$ -			\$ -	0.00%	\$ 12,995.00
	HVAC Demolition	\$ 40,565.00	\$ -			\$ -	0.00%	\$ 40,565.00
	Plumbing Rough-In	\$ 51,605.00	\$ -			\$ -	0.00%	\$ 51,605.00
	Plumbing Insulation	\$ 6,300.00	\$ -			\$ -	0.00%	\$ 6,300.00
	HVAC Ductwork Rough-In	\$ 78,125.00	\$ -			\$ -	0.00%	\$ 78,125.00
	HVAC Equipment	\$ 643,105.00	\$ -	\$ 500.00		\$ 500.00	0.08%	\$ 642,605.00
	Temperature Controls	\$ 54,935.00	\$ -			\$ -	0.00%	\$ 54,935.00
	Ductwork Insulation	\$ 4,400.00	\$ -			\$ -	0.00%	\$ 4,400.00
	Testing and Balancing	\$ 13,750.00	\$ -			\$ -	0.00%	\$ 13,750.00
Division 16								
	Preliminary Documents and Submittals	\$ 25,000.00	\$ 20,500.00			\$ 20,500.00	82.00%	\$ 4,500.00
	Mobilization	\$ 35,000.00	\$ 35,000.00			\$ 35,000.00	100.00%	\$ -
	Temporary Power	\$ 20,000.00	\$ 20,000.00			\$ 20,000.00	100.00%	\$ -
	Integration Engineering	\$ 100,000.00	\$ 20,000.00			\$ 20,000.00	20.00%	\$ 80,000.00
	Site Electrical Labor	\$ 150,000.00	\$ 20,500.00	\$ 20,000.00		\$ 40,500.00	27.00%	\$ 109,500.00
	Site Electrical Materials	\$ 210,000.00	\$ 42,500.00	\$ 25,000.00		\$ 67,500.00	32.14%	\$ 142,500.00
	Generator Labor	\$ 65,000.00	\$ -			\$ -	0.00%	\$ 65,000.00
	Generator Materials	\$ 448,000.00	\$ 77,000.00			\$ 77,000.00	17.19%	\$ 371,000.00
	Blower Building Labor	\$ 80,000.00	\$ -			\$ -	0.00%	\$ 80,000.00
	Blower Building Materials	\$ 285,000.00	\$ -			\$ -	0.00%	\$ 285,000.00
	Final Clarifiers Labor	\$ 37,000.00	\$ 12,500.00			\$ 12,500.00	33.78%	\$ 24,500.00
	Final Clarifiers Materials	\$ 15,000.00	\$ 5,000.00			\$ 5,000.00	33.33%	\$ 10,000.00
	Bio Solids Control Complex Labor	\$ 50,000.00	\$ -			\$ -	0.00%	\$ 50,000.00
	Bio Solids Control Complex Materials	\$ 155,000.00	\$ -			\$ -	0.00%	\$ 155,000.00
	Disinfection Building Labor	\$ 40,000.00	\$ -			\$ -	0.00%	\$ 40,000.00
	Disinfection Building Materials	\$ 95,000.00	\$ -			\$ -	0.00%	\$ 95,000.00
	Preliminary Treatment Building Labor	\$ 25,000.00	\$ -			\$ -	0.00%	\$ 25,000.00
	Preliminary Treatment Building Materials	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00

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Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed to Date (C + D)	% (F/B)	
	Rapid Mix Structure Labor	\$ 20,000.00	\$ -			\$ -	0.00%	\$ 20,000.00
	Rapid Mix Structure Materials	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	Aeration Tanks Labor	\$ 20,000.00	\$ -			\$ -	0.00%	\$ 20,000.00
	Aeration Tanks Materials	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	Bio Solids Loadout Building Labor	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00
	Bio Solids Loadout Building Materials	\$ 185,000.00	\$ -			\$ -	0.00%	\$ 185,000.00
	Anoxic Basin Labor	\$ 35,000.00	\$ -			\$ -	0.00%	\$ 35,000.00
	Anoxic Basin Materials	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00
	Communication/Fiber Labor	\$ 45,000.00	\$ -			\$ -	0.00%	\$ 45,000.00
	Communication/Fiber Materials	\$ 100,000.00	\$ -			\$ -	0.00%	\$ 100,000.00
	Demobilization	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
	As-Builts/Close Out Documents	\$ 5,509.00	\$ -			\$ -	0.00%	\$ 5,509.00
	Approved Project Change Orders							
CO 1	Unknown Tank Demo & Removal	\$ 185,359.09	\$ 185,359.09			\$ 185,359.09	100.00%	\$ -
CO 2	Clarifier Metal Coatings	\$ 62,089.77	\$ 20,700.00			\$ 20,700.00		\$ 41,389.77
CO 3	Electrical Upgrades VFD's & Metering	\$ 117,779.30						
	Total	\$ 17,869,928.16	\$ 4,756,677.09	\$ 357,289.00	\$ 1,503,642.38	\$ 6,617,608.47	37.03%	\$ 11,252,319.69

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Stored Material Summary

Contractor's Application

For (Contract): 0		10/1/2023 to 10/31/2023										Application Number: 9(nine)	
Application Period:		11/3/2023										Application Date:	
A Specification Section / Bid Item No.	B Supplier Invoice Number	C Description of Materials or Equipment Stored	Storage Location	D Stored Previously		E Amount Stored this Month (\$)	Subtotal Amount Completed and Stored to Date (D + E)	F Incorporated in Work		G Materials Remaining in Storage (\$) (D + E - F)			
				Date Placed into Storage (Month/Year)	Amount (\$)			Date (Month/Year)	Amount (\$)				
	54071	Wall Sleeves	Onsite	Mar-2023	\$ 31,649.05	\$ 31,649.05	\$ 31,649.05			\$ 31,649.05			
	54207	6" & 8" TR Flex	Onsite	Mar-2023	\$ 5,357.24	\$ 5,357.24	\$ 5,357.24			\$ 5,357.24			
	54255	4" Perf HDPE	Onsite	Mar-2023	\$ 629.02	\$ 629.02	\$ 629.02			\$ 629.02			
	5639	6" SST Wall Pipe	Onsite	Mar-2023	\$ 654.00	\$ 654.00	\$ 654.00			\$ 654.00			
	54056	4, 6, 8, 12, 18, 24, 30 MJ DIP	Onsite	Mar-2023	\$ 167,849.35	\$ 167,849.35	\$ 167,849.35			\$ 167,849.35			
	54056-001	6, 16, 24, 30 MJ DIP	Onsite	Mar-2023	\$ 4,299.02	\$ 4,299.02	\$ 4,299.02			\$ 4,299.02			
	54063	4, 6, 8, 10, 12, 16, 18 FLG MJ DIP	Onsite	Mar-2023	\$ 48,552.33	\$ 48,552.33	\$ 48,552.33			\$ 48,552.33			
	54058	4, 6, 12, 16, 18, 24, 30 MJ DIP	Onsite	Mar-2023	\$ 57,401.82	\$ 57,401.82	\$ 57,401.82			\$ 57,401.82			
	54056-002	6, 16, 24, 30 MJ DIP	Onsite	Apr-2023	\$ 10,100.00	\$ 10,100.00	\$ 10,100.00			\$ 10,100.00			
	54056-004	24" MJ DIP	Onsite	Apr-2023	\$ 8,802.47	\$ 8,802.47	\$ 8,802.47			\$ 8,802.47			
	54063-002	12" & 18" Flg Fitting	Onsite	Apr-2023	\$ 3,594.17	\$ 3,594.17	\$ 3,594.17			\$ 3,594.17			
	228481	Concrete Reinforcement	Onsite	Apr-2023	\$ 32,243.00	\$ 32,243.00	\$ 32,243.00			\$ 32,243.00			
	54056-007	30" DI 90 & 45 Degree Elbows	Onsite	May-2023	\$ 48,065.56	\$ 48,065.56	\$ 48,065.56			\$ 48,065.56			
	54592-000	LS475 Link Seal	Onsite	May-2023	\$ 1,405.44	\$ 1,405.44	\$ 1,405.44			\$ 1,405.44			
	54063-004	18, 24, 16, 8, 10 Flange Fittings	Onsite	May-2023	\$ 62,911.64	\$ 62,911.64	\$ 62,911.64			\$ 62,911.64			
	229978	Concrete Reinforcement	Onsite	May-2023	\$ 35,916.00	\$ 35,916.00	\$ 35,916.00			\$ 35,916.00			
	54063-005	18" Reducer & Tee	Onsite	Jun-2023	\$ 15,932.92	\$ 15,932.92	\$ 15,932.92			\$ 15,932.92			
	573136	Pipe 304 SS	Onsite	Jun-2023	\$ 29,529.16	\$ 29,529.16	\$ 29,529.16			\$ 29,529.16			
	54056-008	30"x12" DI Tee	Onsite	Jun-2023	\$ 6,804.43	\$ 6,804.43	\$ 6,804.43			\$ 6,804.43			
	231525	Concrete Reinforcement	Onsite	Jun-2023	\$ 32,482.00	\$ 32,482.00	\$ 32,482.00			\$ 32,482.00			
	8804844	3" Sch. 80 PVC	Onsite	Jun-2023	\$ 1,860.38	\$ 1,860.38	\$ 1,860.38			\$ 1,860.38			
	80098	Gaskets	Onsite	Jul-2023	\$ 3,685.13	\$ 3,685.13	\$ 3,685.13			\$ 3,685.13			
	232637	Concrete Reinforcement	Onsite	Jul-2023	\$ 23,376.00	\$ 23,376.00	\$ 23,376.00			\$ 23,376.00			
	20054911	HDPE Water Pipe	Onsite	Jul-2023	\$ 1,221.63	\$ 1,221.63	\$ 1,221.63			\$ 1,221.63			
	20055196	Tracer Wire	Onsite	Jul-2023	\$ 1,425.81	\$ 1,425.81	\$ 1,425.81			\$ 1,425.81			
	905984490	Clarifiers	Onsite	Jul-2023	\$ 303,138.90	\$ 303,138.90	\$ 303,138.90			\$ 303,138.90			
	233451	Concrete Reinforcement	Onsite	Aug-2023	\$ 23,713.00	\$ 23,713.00	\$ 23,713.00			\$ 23,713.00			
	6161808	Flange Bolts n Nuts	Onsite	Aug-2023	\$ 53,565.01	\$ 53,565.01	\$ 53,565.01			\$ 53,565.01			
	54058-001	4, 6, 12, 18, 24, 30" SJ & RJ DIP	Onsite	Sep-2023	\$ 57,133.86	\$ 57,133.86	\$ 57,133.86			\$ 57,133.86			
	55884-000	8" MJ DIP	Onsite	Sep-2023	\$ 2,051.04	\$ 2,051.04	\$ 2,051.04			\$ 2,051.04			
	301992	Sludge Tank Aeration	Onsite	Sep-2023	\$ 25,647.00	\$ 25,647.00	\$ 25,647.00			\$ 25,647.00			

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C3139-4	Partial TCF Fans	Johnston	Oct-2023	\$ 7,388.00	\$ 7,388.00	\$ 7,388.00	\$ 7,388.00
C3129-1	Unit Heat & Curbs	Johnston	Aug-2023	\$ 28,300.00	\$ 28,300.00	\$ 28,300.00	\$ 28,300.00
C3139-2	Electric Heat	Johnston	Sep-2023	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
C3139-3	Louvers	Johnston	Oct-2023	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
1728	UV Equipment	Onsite	Oct-2023	\$ 222,840.00	\$ 222,840.00	\$ 222,840.00	\$ 222,840.00
5284	Rotary Lobe Pumps	Onsite	Oct-2023	\$ 114,118.00	\$ 114,118.00	\$ 114,118.00	\$ 114,118.00
	Totals			\$ 1,100,996.38	\$ 402,646.00	\$ 1,503,642.38	\$ 1,503,642.38

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Partial Pay Estimates Paid-to-Date

Contractor's Application

For Jefferson WWTP (Contract): 0			Application Number: 9(nine)
Application Period:	From: 10/1/2023	To: 10/31/2023	Application Date: 11/3/2023
	Contractor: Shank Constructors, Inc. 3501 85th Avenue North, Brooklyn Park, MN		

Original Contract Amount: \$ 17,504,700.00

Approved Change Orders:

Number	Date	Amount

Revised Contract Amount: \$ 17,504,700.00

Pay Estimates Paid-to-Date

Pay Estimate Number	Date	Amount
1	3/22/2023	\$ 671,313.70
2	5/1/2023	\$ 1,022,619.74
3	5/26/2023	\$ 487,482.66
4	7/5/2023	\$ 1,024,287.85
5	7/17/2023	\$ 475,578.44
6		\$ 804,790.10
		\$ 537,584.11
		\$ 541,133.21

Total Estimates Paid to Date: \$ 5,564,789.81

Total Construction Cost: \$ 5,564,789.81

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Contractor's Application for Payment

Owner: <u>City of Jefferson</u>	IDOT Project No.: <u>IDOT AIP</u>
Engineer: <u>Bolton & Menk, Inc.</u>	Engineer's Project No.: <u>OT5.125744</u>
Contractor: <u>Jensen Builders Ltd</u>	FAA AIP Project No.: <u>3-19-0049-019-2023</u>
Project: <u>Construct Box Hangar</u>	FAA BIL Project No.: <u>3-19-0049-020-2023</u>
Contract: <u>Construction of a hangar and site improvements</u>	
Application No.: <u>2</u>	Application Date: <u>11/14/2023</u>
Application Period: From <u>9/30/2023</u> to <u>11/3/2023</u>	

1. Original Contract Price	\$	1,190,028.00
2. Net change by Change Orders	\$	48,450.00
3. Current Contract Price (Line 1 + Line 2)	\$	1,238,478.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	873,522.50
5. Retainage		
a. <u>5%</u> X <u>\$ 873,522.50</u> Work Completed	\$	43,676.13
b. _____ X <u>\$ -</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	43,676.13
6. Amount eligible to date (Line 4 - Line 5.c)	\$	829,846.37
7. Less previous payments (From Unit Price Sheet - Previous Est.)	\$	445,001.85
8. Amount due this application	\$	384,844.52

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Jensen Builders Ltd

Signature: Jack Kersten Digital signed by Jack Kersten
DN: cn=Jack Kersten, ou=Jensen Builders, inc., cn=jack
kersten, email=jkersten@jensbu.com

Date: 11/7/2023

Name: _____ **Title:** Project Manager

<p>Recommended by Engineer</p> <p>By: <u></u></p> <p>Name: <u>Joseph P. Roenfeldt, P.E.</u></p> <p>Title: <u>Aviation Project Manager</u></p> <p>Date: <u>11/07/2023</u></p>	<p>Approved by Owner</p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
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Progress Estimate - Unit Price Work

Owner: City of Jefferson
 Engineer: Bolton & Menik, Inc.
 Contractor: Jensen Builders Ltd
 Project: Construct Box Hangar
 Contract: Construction of a hangar and site improvements

Contractor's Application for Payment

IDOT Project No.: IDOT AIP
 Engineer's Project No.: 075.125744
 FAA AIP Project No.: 3-19-0049-019-2023
 FAA BIL Project No.: 3-19-0049-020-2023

Application No.: 2		Application Period: From 09/30/23 to 11/03/23		Application Date: 11/14/23												
A Bid Item No.	B Description	C Item Quantity		D Contract Information		E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Work Completed		H Value of Work Completed to Date (E X G) (\$)	I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)		
		Quantity	Units	Estimated Quantity Incorporated in the Work	Value Previous Estimate											
Original Contract																
1	EROSION CONTROL DEVICES	1.00	LS	7,000.00		7,000.00	7,000.00	-	-	-	-	-	-	7,000.00		
2	MOBILIZATION	1.00	LS	35,500.00		35,500.00	35,500.00	0.50	0.90	31,950.00	-	31,950.00	90%	3,550.00		
3	TRAFFIC CONTROL	1.00	LS	16,000.00		16,000.00	16,000.00	0.50	0.90	14,400.00	-	14,400.00	90%	1,600.00		
4	CONSTRUCTION SURVEY	1.00	LS	14,000.00		14,000.00	14,000.00	0.50	0.90	12,600.00	-	12,600.00	90%	1,400.00		
5	REMOVAL OF STORM SEWER PIPE, 24" AND LESS	50.00	LF	60.00		3,000.00	3,000.00	72.00	72.00	4,320.00	-	4,320.00	144%	(1,320.00)		
6	TREE REMOVAL	2.00	EA	1,500.00		3,000.00	3,000.00	2.00	2.00	3,000.00	-	3,000.00	100%	-		
7	GRADING AND SUBGRADE PREP	100.00	CY	30,000.00		30,000.00	30,000.00	100.00	100.00	30,000.00	-	30,000.00	100%	-		
8	AGGREGATE BASE COURSE, 6"	1,090.00	SY	18.00		19,620.00	19,620.00	-	929.30	16,727.40	-	16,727.40	85%	2,892.60		
9	SEPARATION GEOTEXTILE	1,090.00	SY	4.00		4,360.00	4,360.00	-	929.30	3,717.20	-	3,717.20	85%	642.80		
10	CONCRETE PAVEMENT, 6"	1,050.00	SY	68.00		71,400.00	71,400.00	-	929.30	63,192.40	-	63,192.40	89%	8,207.60		
11	PAVEMENT MARKINGS, SOLID YELLOW, WITH BEADS	1.00	SF	4,000.00		4,000.00	4,000.00	-	-	-	-	-	-	4,000.00		
12	8" HOPE STORM SEWER	120.00	LF	50.00		6,000.00	6,000.00	-	-	-	-	-	-	6,000.00		
13	STORM SEWER, TRENCHED, 15" RCP	32.00	LF	104.00		3,328.00	3,328.00	32.00	-	3,328.00	-	3,328.00	100%	-		
14	STORM SEWER, TRENCHED, 12" RCP	80.00	LF	82.00		6,560.00	6,560.00	-	-	-	-	-	-	6,560.00		
15	4" PERFORATED SUBDRAIN	450.00	LF	30.00		13,500.00	13,500.00	-	477.50	12,825.00	-	12,825.00	95%	675.00		
16	SUBDRAIN CLEANOUTS	4.00	EA	500.00		2,000.00	2,000.00	-	2.00	1,000.00	-	1,000.00	50%	1,000.00		
17	SW-401, CIRCULAR MANHOLE, 48"	1.00	EA	4,600.00		4,600.00	4,600.00	-	1.00	4,600.00	-	4,600.00	100%	-		
18	INTAKE, SW-512, CASE 1	2.00	EA	2,600.00		5,200.00	5,200.00	-	-	-	-	-	-	5,200.00		
19	CONNECTION TO EXISTING STORM STRUCTURE	2.00	EA	1,500.00		3,000.00	3,000.00	-	-	-	-	-	-	3,000.00		
20	MANHOLE ADJUSTMENT, MINOR	1.00	EA	1,200.00		1,200.00	1,200.00	-	-	-	-	-	-	1,200.00		
21	UNDERGROUND WATER SERVICE LINE RELOCATION	1.00	LS	15,000.00		15,000.00	15,000.00	0.75	1.00	15,000.00	-	15,000.00	100%	-		
22	SEEDING, FERTILIZING AND MULCHING	0.60	ACRE	13,350.00		8,010.00	8,010.00	-	-	-	-	-	-	8,010.00		
23	100' X 100' CONVENTIONAL HANGAR, COMPLETE	1.00	LS	913,750.00		913,750.00	913,750.00	0.42	0.71	648,762.50	-	648,762.50	71%	264,987.50		
Original Contract Totals							\$	1,190,028.00	\$	468,423.00	\$	865,422.50	\$	73%	\$	324,605.50

42 Unit Price

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Jefferson
 Engineer: Bottom & Menk, Inc.
 Contractor: Jensen Builders Ltd
 Project: Construct Box Hangar
 Contract: Construction of a hangar and site improvements

IDOT Project No.: IDOT AIP
 Engineer's Project No.: 075.125744
 FAA AIP Project No.: 3-19-0049-019-2023
 FAA BIL Project No.: 3-19-0049-020-2023

Application No.: 2		Application Period: From 09/30/23 to 11/03/23		Application Date: 11/14/23												
A Bid Item No.	B Description	C Item Quantity	D Contract Information	E Unit Price (\$)		F Value of Bid Item (C X E) (\$)	F1 Previous Estimate		G Work Completed	H Value of Work Completed to Date (E X G) (\$)	I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)		
				Contract Information			F2 Value Previous Estimate									
B1	AGGREGATE BASE COURSE, 6"	115.00 SY		18.00		2,070.00								2,070.00		
B2	SEPARATION GEOTEXTILE	115.00 SY		4.00		460.00								460.00		
B3	CONCRETE PAVEMENT, 6"	90.00 SY		68.00		6,120.00								6,120.00		
B4	HANGAR ROLL UP DOOR	1.00 LS		10,000.00		10,000.00								10,000.00		
C1	AGGREGATE BASE COURSE, 6"	350.00 SY		18.00		6,300.00			90.00	1,620.00		1,620.00	26%	4,680.00		
C2	SEPARATION GEOTEXTILE	350.00 SY		4.00		1,400.00			90.00	360.00		360.00	26%	1,040.00		
C3	CONCRETE PAVEMENT, 6"	325.00 SY		68.00		22,100.00			90.00	6,120.00		6,120.00	28%	15,980.00		
						Change Order Totals	\$	48,450.00		\$	8,100.00	\$	8,100.00	17%	\$	40,350.00
						Change Order Totals	\$	48,450.00		\$	8,100.00	\$	8,100.00	17%	\$	40,350.00
						Original Contract and Change Orders	\$	468,423.00		\$	873,522.50	\$	873,522.50	71%	\$	364,955.50
						Project Totals	\$	1,236,478.00		\$	873,522.50	\$	873,522.50	71%	\$	364,955.50

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Unit Price



Real People. Real Solutions.

ADDENDUM NO. 1 TO WORK ORDER #4
TO
PROFESSIONAL SERVICES CONTRACT
(CONSTRUCTION AND GRANT ADMINISTRATION SERVICES UNDER STATE GRANT)

CONSTRUCT BOX HANGAR

JEFFERSON MUNICIPAL AIRPORT
JEFFERSON, IOWA

BETWEEN: The City of Jefferson,
An Iowa municipal corporation (CLIENT/SPONSOR)

AND: Bolton & Menk, Inc. (CONSULTANT)

EFFECTIVE DATE: November _____, 2023

RECITALS

1. City owns and operates the Jefferson Municipal Airport located near Jefferson, Iowa.
2. Work Order #4 to the Professional Services Contract, between City and Bolton & Menk, Inc. was signed March 23, 2022.
3. The Professional Services Contract effective October 24, 2017, is referred to herein as the "Master Agreement".

EXCLUSIONS

Since services related to this addendum are not federally funded, exclusions are required to amend the terms and conditions of the MASTER AGREEMENT for this addendum to work order. The following sections of the MASTER AGREEMENT will not apply to this Addendum No. 1 to Work Order No. 4.

1. Exclude Section V – SECTION 508 OF THE REHABILITATION ACT in its entirety.
2. Exclude Section W – FEDERAL CONTRACT PROVISIONS in its entirety.
3. Exclude Section X – AUDIT REVIEW in its entirety.

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4. Exclude Exhibit I – Federal Contract Provisions for A/E Agreements in its entirety.

All other provisions shall remain in effect as originally purposed.

AGREEMENT

DESCRIPTION

The proposed project, associated with Work Order No. 4, provides for the design and construction of a 100' x 100' box hangar, concrete footings, floor, site preparation, concrete apron and taxi lane expansion for FAA funded improvements.

Work related to Addendum No. 1 to Work Order No. 4 will cover construction phase services for the construction of taxi lane widening, site improvements and utility accommodation associated with Iowa DOT funded improvements.

I.A. BASIC SERVICES

For purposes of this Addendum to the Work Order, the Basic Services to be provided by the CONSULTANT are as follows:

1. DESIGN & BIDDING SERVICES

Completed under original Work Order No. 4

2. CONSTRUCTION PHASE SERVICES

Construction Phase Services to be provided by the CONSULTANT are as follows:

Task 2: CONSTRUCTION SERVICES

Subtask 2.1: Preconstruction Conference

Completed under original Work Order No. 4

Subtask 2.2: Resident Project Representative (RPR)

Description: Consultant agrees to provide a Resident Project Representative in the execution of the Construction Engineering Services for this addendum. The Client and Consultant agree that the Consultant may employ the Resident Project Representative on other work when such services are not required by this project. The Resident Project Representative will give **intermittent part-time service** on this project when construction is in progress. A maximum of **15 working days** of construction observation is estimated for the services to be provided by this addendum. If additional construction observation time beyond the maximum estimated number of hours is needed, then these additional hours above and beyond will be considered as additional services and subject to additional compensation.

Resident Project Representative Services shall include, but are not limited to the following:

- Coordinate with Contractor regarding schedule, work progress, quality of work, and notify contractor of equipment and methods which do not comply with the Contract requirements
- Notify the Client in the event that the Contractor elects to continue the use of questioned equipment and methods
- Maintain daily records of the Contractor's progress and activities during the course of construction, to include progress of all work
- Evaluate and discuss potential Field Orders and Change Orders with the Contractor
- Evaluate possible material substitutions as requested by the Contractor
- Measure and compute as-built quantities of all materials incorporated in the work and items of work completed, and maintain an item record account
- Prepare periodic Pay Requests for review by the Project Engineer and Contractor
- Monitor the contractor's compliance with airport operations to include coordination with airport manager and airport users
- Attend and participate in construction progress meetings
- Identify project survey control used in the plans in the field, if needed
- Perform other services as reasonably required by the Client and as outlined in the Contract Documents

Deliverables:

- Project site visit notes and/or photos as requested

Subtask 2.3: Project Management

Description: Complete construction phase project requirements as required for grant administration, to include, but not limited to, the following:

- Confirm quantities of work completed and prepare Contractor pay requests
- Prepare change orders (if applicable)
- Review test results
- Prepare documentation necessary for Sponsor to request grant reimbursement from the IDOT
- Project Manager will visit the site approximately two (2) times to observe progress and/or critical milestones
- Conduct a final project inspection with Sponsor, Jefferson Municipal Airport staff, and Contractor and prepare inspection report
- Recommendation of acceptance to Sponsor when appropriate
- Complete final project closeout as required by IDOT

Deliverables:

- Pay Requests
- Change Orders
- Reimbursement Requests from IDOT
- Final Inspection Report and Recommendation for Acceptance

TASK 3: SPECIAL SERVICES**Subtask 3.1: Geotechnical Investigation**

Description: Completed under original Work Order No. 4

Subtask 3.2: Construction Testing

Description: Provided by others (Contractor Provided)

I.B. ADDITIONAL SERVICES

Consulting services performed other than those authorized under Section 1.A above shall be considered not part of the Basic Services or Construction Phase Services and may be authorized by the CLIENT as Additional Services. Additional Services consist of those services that are not generally considered to be Basic Services or Construction Phase Services; or exceed the requirements of the Basic Services or Construction Phase Services; or are not definable prior to the bidding of the project; or vary depending on the technique, procedures, or schedule of the project contractor.

Additional services may include:

1. CONSTRUCTION STAKING. Perform construction staking and furnish necessary equipment and supplies to establish grade and line for the contractor's guidance in construction of the project and in accordance with the contract documents. As part of the plans and specifications for the project, it is assumed that the contractor will be providing layout and construction staking for the project.
2. If additional construction observation time beyond the maximum estimated number of hours is needed, then these additional hours above and beyond will be considered as additional services and subject to additional compensation.
3. All other services not specifically identified in this work order

I.C. ITEMS PROVIDED BY CLIENT

The following items are to be provided by CLIENT:

1. Existing mapping, reports, and other pertinent information

I.D. CONSIDERATION

The services described above in Section I.A. BASIC SERVICES shall be provided as follows:

1. The CLIENT will compensate the CONSULTANT a Lump Sum (Fee) of \$30,300.00 for performance of Construction Phase Services stated in this Addendum No. 1 to Work Order No. 4.
2. Any changes to the scope of work that are not specifically included in this addendum will be considered additional work and a negotiated addendum to the agreement will be completed.

Progress payments shall be made in accordance with Section 3 of the MASTER AGREEMENT.

I.E. AUTHORIZATION

City of Jefferson

Bolton & Menk, Inc.

By: _____
Matt Gordon Date
Mayor

By:  _____ 10/24/2023
Ronald A. Roetzel, P.E. Date
Aviation Services Manager

Attest: _____
Roxanne Gorsuch, City Clerk Date

Attachments:

None

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November 8th, 2023

Scott Peterson
City Administrator
City of Jefferson
220 N Chestnut St
Jefferson, IA 50129

RE: Pickleball Courts – Scope & Fee

Dear Scott:

Bolton & Menk, Inc. is pleased to submit the following scope of services to provide topographic survey, design phase services, bidding, and construction services for adding pickleball courts to Russell Park as summarized herein.

PROJECT UNDERSTANDING

Based on discussions with City staff and the pickleball committee, the following includes a summary of site improvements to be included in our scope of work:

- Two pickleball courts with post-tension concrete pavement and acrylic court surfacing north of the existing tennis courts in Russell Park
- Concrete sidewalk connection from existing sidewalk on west edge of park to pickleball courts

At this time, additional lighting for the proposed courts is NOT INCLUDED.

Bolton & Menk will prepare construction documents and specifications for these improvements. We anticipate bidding in early Spring 2024.

SCOPE OF SERVICES

TASK 1: TOPOGRAPHIC SURVEY & GEOTECHNICAL INVESTIGATION

We will collect topographic survey information of the proposed court locations, including the following information:

- + Horizontal and vertical locations of existing surface improvements
- + Survey existing ground to create surface model and contours for the site
- + CAD drafting to create electronic mapping
- + Coordination and review of geotechnical investigation by Subconsultant

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Deliverables:

- + Topographic site survey and project base map
- + Geotechnical Report

TASK 2: DESIGN PHASE SERVICES

We will develop construction documents for the pickleball courts. Progress review meetings will occur at 60% and 90% for staff feedback and coordination. Comments will be incorporated following each progress review meeting.

Deliverables:

- + Attend two (2) progress review meetings, one each at the 60% and 90% milestones
- + Construction documents including the following:
 - o General notes, cover sheet, and tabulations
 - o Removals plan
 - o Site layout / grading plan
 - o Utilities plan
 - o Construction details
 - o Structural engineering for post-tension concrete
 - o Project manual / specifications
- + Engineer's Opinion of Probable Costs (OPC)

TASK 3: BIDDING SERVICES

The Bolton & Menk team will provide bidding administration services as outlined below.

Deliverables:

- + Prepare bid documents for distribution to bidders
- + Assist in answering bidder questions
- + Prepare and issue up to two (2) addenda, if necessary, to answer bidder questions
- + Attend one (1) bid opening meeting to assist in determining the lowest responsible bidder
- + Deliver one (1) letter of recommendation for bid award

TASK 4: CONSTRUCTION SERVICES & STAKING

The Bolton & Menk team will provide construction observation/administration services as outlined below. We estimate 8 weeks of construction for the proposed improvements. Due to the nature of the proposed improvements, Bolton & Menk has an estimated 10 hours/week of construction representative services time.

If the construction period for the project's timeframe estimated above or if the City requests that Bolton & Menk provides additional inspection, Bolton & Menk will provide an estimate for additional construction inspection services/fees.

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Deliverables:

- + Attend one (1) preconstruction meeting
- + Attend up to two (2) on-site construction progress meetings (virtual coordination meetings may also be utilized in-lieu of on-site meetings)
- + Construction representation by Bolton & Menk staff on-site for an average of 10 hours per week for duration of construction (estimated at 8 weeks)
- + Review shop drawings and submittals
- + Prepare change orders or written directives as required
- + Perform an on-site review and develop a construction punch list with City staff and contractor representatives upon substantial completion of the project
- + Monitor completion of punch list items by the contractor
- + Conduct a final walkthrough with City staff and contractor representatives to verify satisfactory completion of the project and punch list items
- + Prepare final pay estimate and submit to contractor for review and approval; resolve any issues regarding pay item quantities with the contractor
- + Secure documentation required from contractor for project close-out as required
- + Construction staking required for contractor to build courts

EXCLUSIONS/ADDITIONAL SERVICES

Consulting services performed other than those authorized under Tasks 1-4 shall not be considered part of the Basic Services and may be authorized by the City as Additional Services. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project.

Excluded services:

- + Boundary survey
- + Stormwater calculations and management design
- + Additional revisions and meetings beyond tasks 1-4
- + Permitting
- + Lighting/Electrical Design

ESTIMATED FEES

This additional scope of work will be completed and invoiced monthly at Standard Hourly Rates with an hourly not to exceed fee of \$37,000.

The following is breakdown of fee by major task to complete the work identified in Tasks 1-4 of this contract:

Fees By Task

Task 1: Topographic Survey & Geotechnical Testing	\$ 4,000
Task 2: Design Services	\$12,000
Task 3: Bidding	\$ 3,000
Task 4:	
Construction Administration	\$ 8,000
Construction Services & Construction Staking	\$10,000

Total Estimated Fee \$ 37,000

Upon review and approval of the scope of services and fee estimate described herein, Bolton & Menk has prepared a Professional Services Agreement for the contract for your execution and return it to us.

We appreciate this opportunity and look forward to completing the pickleball courts for Russell Park.

Sincerely,
BOLTON & MENK, INC.


James D. Leiding, PE
Project Manager


Nate Schlorholtz, PLA, ASLA
Landscape Architect

c: File

Enclosure

PROFESSIONAL SERVICES AGREEMENT

by and between
BOLTON & MENK, INC.
 300 West McKinley St., PO Box 68
 Jefferson, IA 50129
 Ph. (515) 386-4101
 (hereinafter referred to as BMI)
 and

Date of Agreement: November 14, 2023
Agreement Number: (BMI Project Number)
Project Location:

Client	
Name: <u>City of Jefferson, Iowa</u> Address: <u>220 N. Chestnut St.</u> Address: _____ City: <u>Jefferson</u> State <u>IA</u> Zip <u>50129</u> <small>(hereinafter referred to as Client)</small>	Phone No.: (515) 386-3111 Fax No.: (515) 386-4671

<input type="checkbox"/> Agent or Person Ordering Services and/or <input type="checkbox"/> Billing Address (if different)	
Agent or Person Ordering Services: <u>Scott Peterson, City Administrator</u> Address: <u>220 N. Chestnut St</u> City: <u>Jefferson</u> State <u>IA</u> Zip <u>50129</u>	Phone No.: (515) 386-3111 Fax No.: (515) 386-4671

Fee Arrangement
Project Management, Topo Survey, Design, Bidding and Construction Phase Services: Hourly, Not to Exceed: \$37,000.00

Scope/Intent and Extent of Services
See attached scope of services and fee letter dated November 8, 2023 for the Russell Park Pickleball Court Improvement Project.

Special Conditions
The services described in the Work Order will be consistent with the terms and conditions described in the Agreement for Professional Services between Bolton & Menk, Inc. and the City of Jefferson, dated August 27, 2019 and approved by the Jefferson City Council on August 27, 2019 unless modified by this Work Order.

BMI and Client agree to the Terms and Conditions as stated above and on the reverse side of this Agreement. The below signed represents that he or she has been authorized to accept this agreement on behalf of the Client and assumes financial responsibility for all services in the event of default by the Client.

Offered by: Bolton & Menk, Inc.

Matthew W. Ferrier, Principal in Charge
print name title

signature and date

Accepted by:

print name title

signature and date

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City of Jefferson

Façade Rehabilitation Program Application

Purpose:

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

Eligible Applicants:

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

Eligible Projects to be Considered for Funding:

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

Funding Requirements:

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

Applicant Information

Organization Name: 118 E STATE LLC Project Name: Highland Medical Staffing
Contact Person: DAVID PALMER Mailing Address: 1689 100th St. Gowrie, IA 50543
City, State, Zip: _____ Daytime Phone Number: 515-650-2104
Fax: 515-650-2109 E-mail: david@highlandmedgroup.com
Total Project Cost: \$ 76,720.00 Amount requesting from this grant program: \$ 38,360.00
Project Address: 118 E. STATE ST JEFFERSON IA 50129
Project Description NEW FACADE & ENTRY

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

For More Information/Questions:

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

This rendering shows a full reconstruction of the storefront with dark metal and a teal trim panel above. Add signage in the trim panel and as vinyl on the window and door as shown. This drawing is a revised proposal. For full notes and options, refer to original proposal, dated October 2, 2023.



Proposed Storefront

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MAIN STREET
IOWA

DESIGN CONCEPT

Project ##04123 - Revised

Highland Medical, 118 E State St, Jefferson, IA

October 15, 2023

C&D Masonry Inc.



2353 - 290th Street
Rippey, IA 50235

Phone: 515-473-4887

email: CandDMasonry@yahoo.com

ESTIMATE # 1

DATE: 9-18-23

TO: Highland medical
118 E state st

Project Scope:
Entry way facade

DESCRIPTION		AMOUNT
MATERIAL + LABOR TO DO the following		
- demo existing entryway from columns to approx 8' inward + dispose		
- Repair columns as needed to return to original		
- Repair Beam between window storefront + transom to accept new glass + frames		
- install new stem wall below storefront glass		
- level floor in prep for new interior space.		
- Repair ceiling area in front of storefront glass		
- install new can lights		
- install new interior finish on storefront area		
- install temp wall between facade + inner offices		
- install new storefront glass + doorway		
- paint exterior as needed + interior as needed		
	61520 ⁰⁰	76720 ⁰⁰
* Bid doesn't include electrical work	TOTAL	

* please allow 10% for unforeseen items + price increases

Make all checks payable to: C&D Masonry Inc.

Total due in 30 days. Overdue accounts subject to a service charge of 1% per month

Thank you for your business!

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Central Iowa Systems/Tech Zone



104 N. Wilson St.
Jefferson, IA 50129
(515) 386-4122

Scope of Work

Date: 5/20/2023

OVERVIEW

Telephone network cabling

GOAL

Run network cable drops for new phone system. Work with Jefferson Telco and City Hall on scheduling.

Successfully Install:

1. Pre plan meetings to discuss signed approved maps and to set dates and installation timetables. Designate a secure area for camera equipment and installation teams tools. Get required credentials for doors for the Installation team. Designate waste removal receptacle for clean-up.
2. 40 cat cable connections from phone location to network d-mark per Jefferson Telco.
3. Wall plate or surface mount connection for telephone.
4. Cable ran in the wall or surface mount on block or concrete wall.
5. Jefferson Telco to provide white cat6 cable.
6. Label all cables and phone jack per location.
7. Test and verify all cables.
8. Remove all packaging and clean up the work area.
9. Sign off with owner.

Client Expectations

Have updated maps of work areas.

Have a contact person available for general questions and access to buildings during installation times.

Work with Management during installation about the phone jack placements and make reasonable adjustments. Any major modifications will need an approved PO # before proceeding.

Identify garbage and recycling locations.

Notes:

- Request for working after hours is an additional fee for the installation team.
- If master key is given instead of onsite per with key. Tech Zone will not be responsible for rekeying of doors if the key is misplaced. Onsite person with master key is preferred.

Tech Zone - Central IA Systems
 800 E Lincoln Way
 Jefferson, IA 50129-2058 US
 +1 5153703869
 sales@techzoneia.com
 www.techzoneia.com

Estimate

ADDRESS
 Roxanne Gorsuch
 CITY HALL - JEFFERSON
 CITY OF JEFFERSON
 220 N. CHESTNUT
 JEFFERSON, IA 50129

SHIP TO
 Diane Kennedy
 CITY HALL - JEFFERSON
 CITY OF JEFFERSON
 220 N. CHESTNUT
 JEFFERSON, IA 50129
 JEFFERSON, IA 50129

ESTIMATE #	DATE	EXPIRATION DATE
1018	09/20/2023	10/31/2023

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	NETWORK DROP	CABLE RUN FROM IDF/MDF TO WALL PLATE. INSTALL OF ONE WALL PLATE AND KEYSTONE RJ45 JACK	40	200.00	8,000.00T

New phone system dedicated network drops

SUBTOTAL 8,000.00
 TAX (0%) 0.00
TOTAL \$8,000.00

Accepted By

Accepted Date

60

This was turned in 10-2-23

78990059

From Taylor com		DATE				
NAME Brandt						
ADDRESS						
CITY, STATE, ZIP						
SOLD BY	CASH	CHECK	CREDIT CARD	ON. ACCT.	MDSE RETURN	PAID OUT
QUAN.	DESCRIPTION		PRICE	AMOUNT		
	Side walk			378.00		
paid						
378.00						
RECEIVED BY						

401 N Pine

KEEP THIS RECEIPT FOR REFERENCE

$3.66' \times 8.5' = 31.11 \text{ sq ft}$

Stevens figured 4.00 per sq ft \$ 124.44

pay to:

Steve Brandt
370 3645

121-4-0000-4-4726
Sidewalk Program
CS

Lost Sidewalk 61

COUNCIL MEETING

OCTOBER 24, 2023

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

ABSENT: None

Mayor Gordon presided.

During open forum Ken Paxton, Greene County Development Director talked about an informational handout for the Jefferson Housing Project and Dennis Lautner voiced his concerns about declining population and higher taxes.

On motion by Jackson, second by Sloan, the Council approved the following consent items: forgiveness of \$306.13 in sewer charges for Brent & Loretta Goughnour, October 10, 2023 Council Minutes, October 17, 2023 Special Council Minutes, sidewalk reimbursement for Dan Woodley in the amount of \$5,750, and Al's Corner Oil Company, dba Sparky's One Stop #22, Class B Retail Alcohol license.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

On motion by Ahrenholtz, second by Zmolek, the Council approved the second reading of an Ordinance amending the code of ordinance of the City of Jefferson, Iowa, 2017, regarding the responsibility for water service pipes.

AYE: Zmolek, Wetrich, Sloan, Jackson, Ahrenholtz

NAY: None

On motion by Sloan, second by Ahrenholtz, the Council approved the second reading of an Ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, to allow zero lot line structures.

AYE: Wetrich, Sloan, Jackson, Zmolek, Ahrenholtz

NAY: None

On motion by Zmolek, second by Ahrenholtz, the Council approved the second reading of an Ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, to allow infill site development.

AYE: Zmolek, Ahrenholtz, Jackson, Sloan, Wetrich

NAY: None

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On motion by Sloan, second by Wetrich, the Council approved the first reading of an Ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, regulating fencing materials.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

On motion by Sloan, second by Jackson, the Council approved the first reading of an Ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, by amending provision pertaining to water rates.

AYE: Wetrich, Ahrenholtz, Jackson, Sloan, Zmolek

NAY: None

RESOLUTION NO. 53-23

On motion by Ahrenholtz, second by Jackson, the Council approved Resolution No. 53-23, a resolution approving a Region XII Local Planning and Administrative Assistance Contract to Apply for an Iowa Economic Development Authority Community Development Block Grant for Upper-Story Rental Housing at 114 & 116 North Wilson Avenue.

AYE: Ahrenholtz, Sloan, Zmolek, Jackson, Wetrich

NAY: None

RESOLUTION NO. 54-23

On motion by Ahrenholtz, second by Wetrich, the Council approved Resolution No. 54-23, a resolution setting time and place for a Public Hearing concerning application for a Community Development Block Grant for 114 & 116 North Wilson Avenue. Public Hearing has been set for November 14, 2023 at 5:30 p.m.

AYE: Wetrich, Ahrenholtz, Zmolek, Sloan, Jackson

NAY: None

RESOLUTION NO. 55-23

On motion by Wetrich, second by Zmolek, the Council approved Resolution No. 55-23, a resolution approving Policy regarding Sidewalk Maintenance, Repair, and Cost Sharing.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

On motion by Zmolek, second by Sloan, the Council approved the first reading of an Ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, by amending provisions pertaining to downtown sidewalk maintenance and repair responsibility.

AYE: Sloan, Zmolek, Ahrenholtz, Jackson, Wetrich

NAY: None

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RESOLUTION NO. 56-23

On motion by Jackson, second by Wetrich, the Council approved Resolution No. 56-23, a resolution approving \$70,000 Economic Development Forgivable Loan Agreement with Greene Ventures, LLC.

AYE: Zmolek, Ahrenholtz, Sloan, Wetrich, Jackson

NAY: None

RESOLUTION NO. 57-23

On motion by Wetrich, second by Zmolek, the Council approved Resolution No. 57-23, a resolution approving 28E agreement for the operation of the Daubendiek Park Golf Course.

AYE: Sloan, Ahrenholtz, Jackson, Wetrich , Zmolek

NAY: None

RESOLUTION NO. 58-23

On motion by Ahrenholtz, second by Sloan, the Council approved Resolution No. 58-23, a resolution approving 28E agreement with Greene County for Sharing the Operating Costs of the Jefferson Animal Shelter.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

On motion by Ahrenholtz, second by Jackson, the Council approved the purchase of a Directional Boring Unit from Roddie, Inc.in the amount of \$82,092.86.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

There being no further business the Council agreed to adjourn at 6:03 p.m.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk

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Jefferson Public Library

Meeting of the Board of Trustees
Monday, November 13, 2023 6:30 PM
Library Meeting Room

AGENDA

- I. Call to Order
- II. Open Forum: this is a time for any concerned citizen to speak to the trustees about an item that is not on the agenda.
- III. Approval of Minutes of Previous Meeting
- IV. Approval of Expenditures
- V. Director's Report
 - A. Monthly Circulation & Usage Reports
 - B. Year-to-Date Monthly Financial Reports
 - C. Project updates
 - D. Youth and adult programs
- VI. Old Business
 - A. Building expansion project update
 - B. Consideration of readiness study proposals
 - C. FY2024-2025 Budget proposal
 - D. Personnel
- VII. New Business
 - A. City goal-setting session and questionnaire
 - B. Greene County libraries FY25 budget proposal
 - C. Friends of the Library activities
- VIII. Next Meeting – Monday, Dec 11, 6:30 pm
- IX. Adjournment

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