

AGENDA

COUNCIL MEETING
Tuesday, December 12, 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. 11/21/23 special Council minutes
 - B. 11/28/23 regular Council minutes
 - C. Payment of monthly bills.
- IV. NEW BUSINESS:**
- A. PUBLIC HEARING regarding Proposed Expanded Easement to Hardin Hilltop Wind, LLC.
 - B. RESOLUTION Approving the Grant of an Expanded Easement to Hardin Hilltop Wind, LLC.
 - C. RESOLUTION in support of and calling for a Special Election on the imposition of a Local Option Sales and Service Tax within the unincorporated portion of Greene County, Iowa, at a rate of 1%..
 - D. RESOLUTION Approving an Amendment to the Region XII Local Planning and Administrative Assistance Contract for the Upper-Story Rental Housing Project at 123 North Chestnut Street.
 - E. RESOLUTION Approving Greene County Development Corp. Amended Plat of Survey dated January 2018.
 - F. Consideration of a Readiness Study Regarding a Library Construction Project.
 - G. Animal Shelter
 - 1. Facility Name
 - 2. Maximum stay
 - 3. Dog Park Access
 - H. ORDINANCE: "Amending the Code of Ordinances of the City of Jefferson, Iowa, 2017, by Amending Provisions Pertaining to Annoyances or Disturbances Caused by Dogs."
 - I. East Lincoln Way Project
 - J. Consider approval of Pay Estimate #10 to Shank Constructors, Inc of \$ 433,520.57for Wastewater Treatment Plant project.
 - K. Consider approval of Pay Estimate #3 to Jensen Builders, Ltd, of \$ 175,011.09 for Airport Hangar project.
 - L. Consider Approval of Strategic Planning / Goal Setting Report
- V. REPORTS:**
- A. Engineer, City Clerk, Attorney, City Administrator
 - B. Departments
 - C. Council & Committees
 - D. Mayor
- VI. Enter into Closed Session per Iowa Code § 21.5.1.c**
- VII. ADJOURN.**

TO: Mayor and City Council Members
FROM: Scott Peterson, City Administrator
SUBJECT: General Information Memo
Regular City Council Session
Tuesday, December 12, 2023 5:30 p.m.

Hardin Hilltop Easement: The electric sub-station installed a buried grounding grid three feet outside of the fence, and thus outside of the easement area. The City is asked to amend the easement to add this three feet. The Council will hold public hearing on this expanded easement and will consider the resolution approving this easement.

LOST Election: Enclosed is a resolution supporting Greene County's request to hold a referendum regarding the Local Option Sales Tax. The election will be held on March 5, 2024 and will apply to voters in unincorporated Greene County only. This does not affect Jefferson's LOST which runs through June 30, 2027.

Contract Amendment: The Council is asked to approve some language changes to Region XII's administrative services contract for 123 Chestnut Street. There is no change in the contract cost. Karla Janning will be available to explain the changes.

GCDC Re-Plat: GCDC proposes boundary changes for properties in their East Business Park. The re-plat does two things to define the parcel proposed to be sold to Kading: (1) incorporates the parcel GCDC purchased from McLaughlin New Way into the parcel proposed to be sold to Kading; and (2) "squares up" the property line between the Kading & GCDC parcels.

Library Readiness Study: The Library Board has interviewed firms to assist with fundraising for their proposed Library Construction Project. Before beginning fundraising, it is strongly recommended to undertake a "Readiness Study." This is a study to determine the desire of the community to undertake the project and to estimate the private fundraising capacity.

The Library Board meets on Monday night to make a recommendation of which firm to hire. The Library will ask the City to fund half of the costs, with the Library funding the other half with previously received donations. The maximum cost of the study is \$35,000.

Animal Shelter: The three items are listed individually on the agenda for separate action. The same recommendations from the Animal Shelter Board as presented previously will be re-stated and the Council can change those recommendations if they would like.

Name: The Animal Shelter Board proposes the name "Community Shelter."

Dog Park Use: Instead of a dog park pass, the Animal Shelter Board recommends that all dog park users must have a city license issued by Jefferson or, in case of visitors, their home community. The Board also recommends increasing the City license fee by \$5.00. The license fee would then be \$10 for a spayed or neutered animal and \$15 if the animal is intact.

If it is noted by City staff or PD that a dog at the dog park does not have a license, they would have to get registered with the City before returning to the dog park. Enforcement would be aided by the installation of cameras.

2

Length of Stay: The Animal Shelter Committee recommends that the maximum stay for a dog at the facility is no longer than 18 uninterrupted months. After 18 months PAWS would initiate a review process to make other arrangements for the dog. Additionally, two runs must always be open for the City Police to place dogs. If there are not two runs available, a review process will need to happen to ensure these runs are open.

Barking: The City has an ordinance prohibiting excessive dog barking. Enclosed is an ordinance amendment so that the prohibition on barking does not apply at the animal shelter or the dog park. This will be the second reading of this ordinance.

East Lincoln Way Project: Bolten & Menk has prepared preliminary plans for the overlay / widening of East Lincoln Way. Jim Leiding will discuss these plans at the Council meeting. The project cost estimate of \$917,050 is included herein.

WWTP Pay Application 10 in the amount of \$433,520.57 includes:

- Continued work on the lift station, including final excavation and concrete work (rebar, concrete formwork, and concrete pouring)
- Installation of some below-grade piping in the anoxic tank area
- Prep work for replacement of the 24-inch influent line to the plant (actual replacement will be next month)
- Valve replacement in the aeration building
- Setting one new RAS pump in place
- Mechanical contractor mobilization and some shop work on flashing materials for Clarifier 2

Airport Hangar Pay Estimate #2 in the amount of \$175,011.09 is for the storm sewer and intake and continued construction of the hangar building.

Goal Setting Report: The final report from the City Council's Strategic Planning / Goal Setting session is included. The City Council is asked to approve this final report. City staff and I are beginning work on Action Plans to implement the priorities.

This report will be available to the public and placed on the City's web site.

Budget Timeline: We will review the proposed timeline to work through the FY 24-25 budget process. There has been a state law change that impacts the budget process and will require a special meeting. This special meeting is planned for April 2nd.

Prepared by and return to:

**AMENDED AND RESTATED WIND FARM INTERCONNECTION EASEMENT
AGREEMENT**

This Amended and Restated Wind Farm Interconnection Easement Agreement (the “Agreement”) is made as of August-November, 2023, among the City of Jefferson, Iowa, a municipal corporation, of 220 North Chestnut Street, Jefferson, IA 50129 (“City”), and Hardin Hilltop Wind, LLC, an Iowa limited liability company, of 1639 320th Street, Jamaica, IA 50128 (“Hardin Hilltop”).

RECITALS

1. Hardin Hilltop owns and operates an electrical switching station and related interconnection facilities which serve seven commercial wind turbines in Greene County (“Hardin Substation”). City and Hardin Hilltop entered into a Wind Farm Interconnection Easement Agreement dated October 12, 2006 pursuant to which City granted Hardin Hilltop an easement to use certain real property owned by City on which to install and operate the Hardin Substation (“Original Easement”). The Original Easement was filed for recording with the Office of the Recorder for Greene County, Iowa on October 17, 2006 in Book 26 at Page 391 as Document No. 2006-2010.
2. ITC Midwest, LLC (“ITC”) owns the high voltage electric transmission lines into which the Hardin Substation connects. In accordance with its long-term plans to improve the transmission system in Iowa, ITC is upgrading the lines near Jefferson to a higher voltage. As a result, Hardin Hilltop is required to modify the Hardin Substation by adding a new transformer and related equipment that can operate and connect at the higher voltage levels.
3. To accommodate the additional equipment to be installed by Hardin Hilltop, Hardin Hilltop requested that the City amend the Original Easement to apply to additional real property owned by the City. City is willing to amend the Original Easement to provide an easement over the additional property.

NOW, THEREFORE, in consideration of the amounts paid and mutual promises in the Original Easement and as set forth below, the adequacy and receipt of which are acknowledged, City and Hardin Hilltop agree as follows.

AGREEMENT

1. Grant of Easements. In consideration of the sum of One Thousand Five Hundred Dollars (\$5,000.00) paid by Hardin Hilltop pursuant to the Original Easement and other good and valuable consideration, receipt of which is acknowledged, City hereby grants and conveys to Hardin Hilltop the following described three easements:

- (i) An exclusive easement on, over and across the following described property ("Substation Property"):

Commencing at the North Quarter Corner of Section Four (4), Township Eighty- three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa; thence South 00°14'07" West 94.20 feet; thence South 89°06'24" East 415.00 feet; thence South 00°14'07" West 36.00 feet to the point of beginning; thence continuing South 00°14'07" West 1208.00 feet; thence South 89°06'24" East 1008.00 feet; thence North 00°14'07" East 1208.00 feet; thence North 89°06'24" West 1008.00 feet to the point of beginning, containing 0.28 acres, more or less,

for the purpose of constructing, operating, maintaining and replacing wind farm interconnection facilities to serve seven wind energy conversion facilities located in Sections 15, 16 and 17 of Hardin Township, Greene County, Iowa, including foundations and steel structures, underground and overhead electric lines, power poles, grounding pads, a control building, transformers, circuit breakers, switches, meters and other related equipment necessary for the operation of such interconnection facilities (the "Substation Easement");

- (ii) A non-exclusive easement on, over, under and across the following described property ("Transmission Property"):

Commencing at the North Quarter Corner of Section Four (4), Township Eighty-three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa; thence South 00°14'07" West 94.20 feet; thence South 89°06'24" East 45.00 feet to the point of beginning; thence South 00°14'07" West 40.00 feet; thence South 89°06'24" East 70.00 feet; thence North 00°14'07" East 40.00 feet to the south right of way line of U.S. Highway 30; thence North 89°06'24" West along the south right of way line of U.S. Highway 30 70.00 feet to the point of beginning,

for installation, construction, operation and maintenance of an underground electric transmission line to convey electricity from the above-described wind facilities to the interconnection facilities described above and for an overhead transmission line to convey electricity from said interconnection facilities to an overhead transmission line owned by ITC located in the right of way of U.S. Highway 30 (the "Transmission Easement"); and

- (iii) A non-exclusive easement on, over and across the following described property ("Access Property"):

Commencing at the North Quarter Corner of Section Four (4), Township Eighty- three (83) North, Range Thirty (30) West of the 5th P.M., in Greene County, Iowa; thence South 00°14'07" West 94.20 feet to the point of beginning; thence continuing South 00°14'07" West 40.00 feet; thence South 89°06'24" East 115.00 feet; thence North 00°14'07" East 40.00 feet to the south right of way line of U.S. Highway 30; thence North 89°06'24" West along the south right of way line of U.S. Highway 30 115.00 feet to the point of beginning,

for purposes of ingress and egress to and from the Transmission Property and the Substation Property described above (the "Access Easement"). The above described three easements are sometimes referred to herein collectively as the "Easements," and the real estate parcels consisting of the Substation Property and Access Property are sometimes collectively referred to as the "Property." Attached hereto as Exhibit A is a copy of a portion of a topographic site plan showing the property covered by the above- described Easements (the "Substation Location Drawing"). The duration of the Easements shall be perpetual unless terminated in accordance with Section 9(a) or (b).

2. Subject to Existing Easements. The Easements granted pursuant to this Agreement are and shall continue to be subject to all existing easements and existing uses of the Property described above, whether or not recorded, including without limitation (i) an easement for ingress and egress over the North 40.00 feet of Lot 1 of the NW ¼ NE ¼ of Section 4, Township 83 North, Range 30 West of the 5th P.M., in Greene County, Iowa, which was reserved in a warranty deed recorded May 13, 1982, in Book 104 at Page 797, by Winnifred O. Williams and Frances M. Williams for access to their property adjoining said Lot 1, which is shown on the plat of survey for Lot 1 ("Williams Easement"), a copy of which is attached hereto as Exhibit B; (ii) an underground telephone line used by City which passes in a northwesterly to southeasterly direction under and across the Substation property, which is shown on the attached Substation Location Drawing; and (iii) an overhead electric transmission line which passes in a northwesterly to southeasterly direction over the Transmission Property and the Access Property, which also is shown on the attached Substation Location Drawing. Hardin Hilltop covenants and agrees that it will not conduct any activities or allow other persons subject to its direction or control to take any action which in any manner would prevent, impede, impair or in any way interfere with the continued use of said Williams Easement, underground telephone line and overhead electric line.

3. Hardin Hilltop Covenants. Hardin Hilltop covenants, represents and warrants to City as follows:

a. Compliance with Law. Hardin Hilltop shall at all times comply in all material respects with all valid laws, ordinances, rules, regulations and statutes of any governmental agency applicable to Hardin Hilltop's operations on and use of the Property covered by the Easements.

b. Payment of Taxes and Other Charges. Hardin Hilltop shall be responsible for any increase in real and personal property taxes levied against the Property attributable to Hardin Hilltop's installation of improvements on the Property that are owned by or under the control of Hardin Hilltop. Hardin Hilltop shall also be

responsible for any other taxes which may be levied or imposed on Hardin Hilltop as a result of its operations on the Property.

c. **Liens.** Hardin Hilltop shall keep City's interest in the Property free and clear of all liens and claims of liens for labor and services performed on, and materials, supplies and equipment furnished to, the Property in connection with Hardin Hilltop's use of the Property. This subparagraph shall not impair or qualify Hardin Hilltop's right to assign, mortgage or otherwise encumber its interests under this Agreement.

d. **Hazardous Substances.** Hardin Hilltop shall not violate, and shall indemnify City against any violation of, any law, statute, order, ordinance, rule or regulation relating to the generation, manufacture, storage, use, release or threatened release, disposal, transportation or presence of any substance which is defined as a "hazardous substance", "hazardous material", "toxic substance" or "solid waste" in any federal, state or local law, statute or ordinance, on or under the Property resulting from Hardin Hilltop's activities on the Property.

e. **Maintenance of Property.** Hardin Hilltop shall maintain the Substation Property in a neat and clean condition and will prevent noxious weeds from going to seed on such site and shall destroy such weeds. Hardin Hilltop may in its discretion either cover such site with white rock or gravel or keep the same seeded to native grasses as City is doing with the surrounding property. Hardin Hilltop further agrees not to conduct any activities on the Access Property which will cause any material damage to such premises. Hardin Hilltop shall immediately repair any damage it may cause to the Access Property.

f. **Use.** The rights of Hardin Hilltop under this Agreement are expressly limited to the purposes and Property stated herein.

4. **Indemnification.** Hardin Hilltop shall indemnify, defend and hold harmless City against any and all losses, damages, claims, expenses and other liabilities, including, without limitation, reasonable attorneys' fees, resulting from or arising out of any activities of Hardin Hilltop, or anyone else engaged in doing work for Hardin Hilltop, on the Property, or any breach of this Agreement by Hardin Hilltop. This indemnification shall not apply to losses, damages, claims, expenses and other liabilities to the extent caused by any negligent or deliberate act or omission on the part of City.

5. **Insurance.** Hardin Hilltop agrees to maintain commercial general liability insurance (which includes, but is not limited to, contractual liability coverage) covering claims for bodily injury and property damage occurring on, in or about the Property, with limits of at least \$1,000,000.00 per occurrence and \$2,000,000.00 general aggregate. Such policy shall name City as an additional insured on a primary and non-contributory basis. Hardin Hilltop agrees to supply City with such certificates and other evidence of insurance as City may reasonably request.

6. **Restoration of Property.** Upon completion of installation and any repair of its interconnection facilities and electric transmission lines on the Property, Hardin Hilltop shall

repair or replace all of City's fences and other improvements on or under the Property that may be damaged by Hardin Hilltop's installation and repair activities. Hardin Hilltop shall also remove all rubbish and debris generated by Hardin Hilltop's installation and repair activities, and shall reseed any native grasses on areas damaged by such activities.

7. Fences. There is an existing fence located along the north side of the Substation Property, and Hardin Hilltop shall be responsible for the repair and maintenance of such portion of fence. Hardin Hilltop may install a gate or other type of entrance within such portion of fence in order to obtain access to its interconnection facilities, but Hardin Hilltop shall keep any such gate or other entrance closed (when not opened for access) in order to deter others from entering City property which surrounds the Substation Property. Hardin Hilltop may in its discretion install additional fences around the perimeter of the Substation Property, but all costs of constructing, repairing and maintaining any such additional fences shall be the responsibility of Hardin Hilltop.

8. Ownership of Facilities. City acknowledges all Hardin Hilltop facilities constructed, installed or placed on the Property by Hardin Hilltop pursuant to this Agreement shall be the sole property of Hardin Hilltop and City shall have no ownership or other interest in any Hardin Hilltop facilities on the Property irrespective of whether any portion of the Hardin Substation is deemed to be a fixture or otherwise part of the Property, and City acknowledges that the Hardin Substation is and shall remain personal property of Hardin Hilltop irrespective of the manner of its attachment or connection to the Property and the parties acknowledge that the Hardin Substation is severable from the Property without damage or other adverse effect to the Property.

9. Default; Termination.

a. Default. City shall have the right to terminate this Agreement and to pursue all other appropriate remedies available at law or equity upon the failure or omission by Hardin Hilltop to observe, keep or perform any of the terms, agreements or conditions set forth in this Agreement, and such failure or omission has continued for thirty (30) days (or such longer reasonable period of time required to cure such failure or omission, if such failure or omission cannot reasonably be cured within such thirty (30) day period) after written notice from City.

b. Termination by Hardin Hilltop. Hardin Hilltop may terminate this Agreement at any time by giving City written notice.

c. Surrender of Property. Upon the termination of this Agreement, Hardin Hilltop shall peaceably and quietly leave, surrender and return the Property to City. Hardin Hilltop agrees and covenants to dismantle all equipment, improvements, fixtures and other property owned or installed by Hardin Hilltop on the Property and to restore the Property to substantially the same condition it was in at the beginning of this Agreement within ninety (90) days from the date of termination. In addition to any other remedies available to City, should Hardin Hilltop fail to remove such property within ninety (90) days after the termination of this Agreement, any and all property remaining on the Property beyond such ninety (90) day removable period should be deemed abandoned to City and Hardin Hilltop hereby agrees to relinquish any and all rights to any such property.

d. Abandonment. This Agreement and Hardin Hilltop's rights hereunder shall be deemed abandoned and terminated if Hardin Hilltop does not use the Property for the purposes stated herein for a continuous period of one (1) year, unless and to the extent such interruption in use is due to (i) an event of Force Majeure, (ii) the repowering of, or other substantial modification to, the wind turbines served by the Hardin Substation or (iii) valid orders of ITC or any other government authority, utility or transmission system operator to suspend operation.

e. Upon termination of this Agreement for any reason, Hardin Hilltop will execute a quit claim deed or such other instrument as City may request for the purpose of evidencing the termination and extinguishment of the Easements provided for under this Agreement.

10. Assignment: Rights of Financier.

a. Hardin Hilltop may at any time mortgage all or any part of its interest in the Easements and rights under this Agreement and/or enter into a collateral assignment of all or any part of its interest in the Agreement or rights under this Agreement to any entity financing Hardin Hilltop or any of its facilities ("Lender") without the consent of City. Any Lender shall have no obligations under this Agreement until such time as it exercises its rights to acquire Hardin Hilltop's interests subject to the lien of Lender's mortgage by foreclosure or otherwise assumes the obligations of Hardin Hilltop directly.

b. City and Hardin Hilltop agree that, once all or any part of Hardin Hilltop's interests in the Agreement are mortgaged or assigned to a Lender, they will not modify this Agreement without the prior written consent of the Lender.

c. City agrees that any Lender shall have the right to make any payment and to do any other act or thing required to be performed by Hardin Hilltop under this Agreement, and any such payment, act or thing performed by Lender shall be effective to prevent any forfeiture of any of Hardin Hilltop's rights under this Agreement as if done by Hardin Hilltop itself.

d. City agrees and acknowledges that it shall not terminate this Agreement or any of the rights or interests granted to Hardin Hilltop in the Property due to a default by Hardin Hilltop pursuant to Section 9(a) until and unless it provides notice of the default to all Lenders and provides each Lender an opportunity to cure the default for a period of sixty (60) days after notice to the Lender or any longer period for cure provided by Section 9(a). City's obligation to provide notice will only exist with respect to any Lender for which Hardin Hilltop has provided a notice address to City. If within the cure period, a Lender notifies City that it must foreclose on Hardin Hilltop's interest or otherwise take possession of Hardin Hilltop's interest under this Agreement in order to effect a remedy, City shall permit the Lender a reasonable period of time necessary for the Lender, with the exercise of due diligence, to foreclose or acquire Hardin Hilltop's interest under this Agreement and to perform or cause to be performed all of the covenants and agreements to be performed and observed by

Hardin Hilltop. The time within which Lender must foreclose or acquire Hardin Hilltop's interest shall be extended to the extent Lender is prohibited by an order or injunction issued by a court or the operation of any bankruptcy or insolvency law from commencing or prosecuting the necessary foreclosure or acquisition. The acquisition of all or any part of Hardin Hilltop's interests under the Agreement by any Lender through foreclosure or other judicial or nonjudicial proceedings in the nature of foreclosure, or by any conveyance in lieu of foreclosure, shall not require the consent of City.

11. Notices. All notices or other communications required or permitted hereunder shall be in writing, shall be personally delivered, delivered by reputable overnight courier, or sent by registered or certified mail, return receipt requested, and postage prepaid, addressed to City or Hardin Hilltop, as the case may be, at its address stated above or to any Lender at the address provided by Hardin Hilltop. Notices personally delivered shall be deemed given the day so delivered. Notices given by overnight courier shall be deemed given on the first business day following the mailing date. Notices mailed as provided herein shall be deemed given on the third business day following the mailing date. Notice of change of address shall be given by written notice in the manner detailed in this paragraph.

12. Entire Agreement. The Original Easement governs the rights of the parties with respect to the Property and Hardin Substation prior to the effective date of this Agreement. This Agreement amends and restates the Original Easement and as amended and restated, after its effective date, this Agreement contains the entire agreement between the parties hereto with respect to the subject matter hereof and any prior agreements, discussions or understandings, written or oral, are superceded by this Agreement and shall be of no force or effect. No addition or modification of any term or provision of this Agreement shall be effective unless set forth in writing and signed by each of the parties.

13. Binding Effect and Miscellaneous. This Agreement shall run with the land and shall be binding upon and inure to the benefit of City and Hardin Hilltop and their respective successors, permittees, licensees, lessees, employees, agents and assigns. The Easements and related rights granted by City in this Agreement to Hardin Hilltop are an easement in gross for the benefit of Hardin Hilltop, its successors and assigns, as owner of the rights created by the Easements. The Easements and other rights granted by City in this Agreement are independent of any lands or estates or interest in lands, there is no other real property benefiting from the Easements granted in this Agreement and, as between the Property and other tracts of property on which Hardin Hilltop or others may locate transmission or wind generation facilities, no tract is considered dominant or servient as to the other. The use of any gender shall include all genders, and the use of any number shall be construed as singular or plural as the case may require.

IN WITNESS WHEREOF, City and Hardin Hilltop have executed this Agreement as of the date first shown above.

(Signature pages follow)

RESOLUTION NO. _____

A RESOLUTION APPROVING THE GRANT OF AN EXPANDED EASEMENT
TO HARDIN HILLTOP WIND, LLC

WHEREAS, the City of Jefferson granted an easement to Hardin Hilltop Wind, LLC on October 12, 2006 for the purpose of creating a wind farm interconnection electrical substation (the “First Easement”); and

WHEREAS, due to a planned increase in transmission line voltage from 354.5 kV to 69kV by International Transmission Co., Hardin Hilltop Wind, LLC must install new high-voltage equipment at the substation; and

WHEREAS, to safely install and operate the new equipment, Hardin Hilltop Wind, LLC requires a larger site footprint than granted by the original easement, and therefore offered compensation to the City in exchange for a new easement (the “Second Easement”); and

WHEREAS, by Resolution No. _____ adopted August 8, 2023, the City Council of the City of Jefferson granted the Second Easement to Hardin Hilltop Wind, LLC for the purpose of installing and operating the new high voltage equipment at the substation; and

WHEREAS, to improve worker safety in the area, Hardin Hilltop Wind, LLC now seeks to install an electrical grounding cable beyond the boundaries of the Second Easement and requested the City expand the second easement to allow proper installation of the cable (the “Third Easement”); and

WHEREAS, by Resolution No. _____ adopted November 28, 2023, the City Council of the City of Jefferson proposed to grant the Third Easement to Hardin Hilltop Wind, LLC for the purpose of installing and operating the new high voltage equipment at the substation, including an electrical grounding cable to protect workers; and

WHEREAS, notice of public hearing on the City’s proposal to grant the proposed Third Easement has been published as required by law; and

WHEREAS, that public hearing has been held at the time and place as specified in the notice and any and all objections or other comments relating to such proposal have been heard; and

WHEREAS, a proposed form of easement agreement has been prepared by Hardin Hilltop Wind, LLC and reviewed and approved by the City Attorney; and

WHEREAS, it is deemed to be in the best interests of the City of Jefferson, Iowa, that the proposed easement be approved.

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

//

Section 1. The Amended and Restated Wind Farm Interconnection Easement Agreement with Hardin Hilltop Wind, LLC, is hereby approved and granted for the consideration of \$1.00.

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 December 12, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

Whereupon, Council Member _____ introduced the Resolution hereinafter set out entitled "RESOLUTION IN SUPPORT OF AND CALLING FOR A SPECIAL ELECTION ON THE IMPOSITION OF A LOCAL OPTION SALES AND SERVICES TAX WITHIN THE UNINCORPORATED PORTION OF GREENE COUNTY, IOWA, AT THE RATE OF 1%" and moved that the Resolution be adopted.

Council Member _____ seconded the motion. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the Resolution duly adopted.

RESOLUTION IN SUPPORT OF AND CALLING FOR A
SPECIAL ELECTION ON THE IMPOSITION OF A LOCAL
OPTION SALES AND SERVICES TAX WITHIN THE
UNINCORPORATED PORTION OF GREENE COUNTY,
IOWA, AT THE RATE OF 1%

WHEREAS, a one percent (1%) local option sales and services tax is currently imposed in the unincorporated portion of Greene County, Iowa; and

WHEREAS, the Board of Supervisors of Greene County, Iowa, to avoid a lapse in the collection of local sales and services tax revenues, desires that a proposition authorizing the imposition of a new local sales and services tax, effective July 1, 2027, without repeal of the current local sales and services tax, be placed on the ballot for the March 5, 2024 election, pursuant to Iowa Administration Code Section 701-107.2(2); and

WHEREAS, other cities in Greene County, including Jefferson, following an election, have approved the proposition of imposing a 1% sales and services tax for said cities according to Chapter 423B of the Code of Iowa.

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

Section 1. The City Council of the City of Jefferson, Iowa, supports and agrees that the question of the imposition of a 1% local sales and services tax, effective July 1, 2027, without repeal of the current local sales and services tax, shall be submitted to the registered voters of the unincorporated portion of Greene County, Iowa in the special election on March 5, 2024.

Section 2. The City Clerk is hereby authorized and directed to provide a certified copy of this Resolution to the County Commissioner of Elections of Greene County, Iowa, and to the Board of Supervisors of Greene County, Iowa.

PASSED AND APPROVED this _____ day of _____, 2023.

Mayor

ATTEST:

Clerk

Contract Number: BG2202
Amendment Number: 1

LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT

CITY OF JEFFERSON

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

IEDA CONTRACT #20-CVN-008

123 N Chestnut

The following bolded text amendments are made to Article 4 of the agreement within the "Other Federal Laws" section of this Article. The new text for this article reads as follows:

Article 4.0 STATEMENT OF WORK AND SERVICES. COG shall perform in a satisfactory and proper manner as determined by the City, the following work and services:

OTHER FEDERAL LAWS. By virtue of the Federal funding provided for under this agreement, the parties hereto shall be bound by and adhere to all applicable Federal laws, rules, policies, orders and directions, including by way of specification but not limited to the following:

1. The requirements of Title VIII of the Civil Rights Act of 1968, 42 USC 3601-19 and implementing regulations; Executive Order 11063, as amended by Presidential Executive Order 12259; Title VI of the Civil Rights Act of 1964 (42 USC 200d-1), and the Americans with Disabilities Act, as applicable (PL 101-336, 42 USC 12101-12213) and related Civil Rights and Equal Opportunity statutes of 1965; Section 109, Title I of the Housing and Community Development Act of 1974, as amended; and, regulations which supplement these laws and orders.
2. The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 USC 6101-07) and the prohibitions against discrimination against handicapped individuals under Section 504 of the Rehabilitation Act of 1973 (24 USC 794).
3. The requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC 1701u (Section 3). **Replace original sub-bullets (a) – (g) with the following:**
 - A. **The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.**
 - B. **The parties to this contract agree to comply with HUD's regulations in 24 CFR part 75, which implement Section 3. As evidenced by their execution of this contract,**

the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 75 regulations.

- C. The contractor agrees to post copies of a notice advising workers of the Contractor's commitments under Section 3 in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
 - D. The contractor agrees to provide written notice of employment and contracting opportunities to all known Section 3 Workers and Section 3 Businesses.
 - E. The contractor agrees to employ, to the greatest extent feasible, Section 3 workers or provide written justification to the recipient that is consistent with 24 CFR Part 75, describing why it was unable to meet minimum numerical Section 3 Worker hours goals, despite its efforts to comply with the provisions of this clause.
 - F. The contractor agrees to maintain records documenting Section 3 Workers that were hired to work on previous Section 3 covered projects or activities that were retained by the contractor for subsequent Section 3 covered projects or activities.
 - G. The contractor agrees to post contract and job opportunities to the Opportunity Portal and will check the Business Registry for businesses located in the project area.
 - H. The contractor agrees to include compliance with Section 3 requirements in every subcontract for Section 3 projects as defined in 24 CFR part 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 75. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 75.
 - I. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 75 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 75.
 - J. The contractor will certify that they have followed prioritization of effort in 24 CFR part 75.19 for all employment and training opportunities. The contractor will further certify that it meets or exceeds the applicable Section 3 benchmarks, defined in 24 CFR Part 75.23, and if not, shall describe in detail the qualitative efforts it has taken to pursue low- and very low-income persons for economic opportunities.
 - K. Noncompliance with HUD's regulations in 24 CFR part 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
4. The requirements of Executive Orders 11625, 12432, and 12138. Consistent with responsibilities under these Orders, the provider must make efforts to encourage the use of minority- and women-owned business enterprises in connection with activities funded under this part.

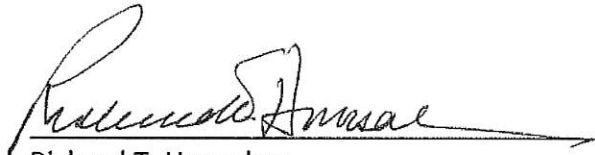
5. The maintenance of books, records, documents and other such evidence pertaining to all costs and expenses incurred and revenues received under this contract/subagreement to the extent and in such detail as will properly reflect all costs, direct and indirect, of labor, materials, and equipment, supplies, services, and other costs and expenses of whatever nature, for which payment is claimed under their contract/subagreement as specified in 261- -Chapter 23, Iowa Administrative Code and OMB Circular A-102, so that all reporting requirements for the City's CDBG may be fulfilled.
6. **The contractor must maintain records, including supporting documentation, for three years from closeout of the grant to the State of Iowa.** At any time during normal business hours and as frequently as deemed necessary, the parties heretofore shall make available to the Iowa Economic Development Authority, the State Auditor, the General Accounting Office, and the Department of Housing and Urban Development, for their examination, all of its records pertaining to all matters covered by this contract/subagreement and permit these agencies to audit, examine, make excerpts or transcripts from such records, contract, invoices, payrolls, personnel records, conditions of employment, and all other matters covered by this contract/subagreement.
7. Lead-safe housing regulations, as applicable, in 24 CFR Part 35 et. al.
8. Others as applicable.

IN WITNESS THEREFORE, both parties agree to the above amendment and hereto have executed this amendment on the day and year specified below.

CITY OF JEFFERSON

REGION XII COG, INC.

Matt Gordon
Mayor


Richard T. Hunsaker
Executive Director

Date: _____

Date: 11-28-2023

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AMENDMENT TO THE REGION XII
LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT
FOR THE UPPER-STORY RENTAL HOUSING PROJECT AT 123 NORTH
CHESTNUT STREET

WHEREAS, the City of Jefferson previously entered into a development agreement with the owner of the property at 123 North Chestnut Street to rehabilitate the second story of the building to provide rental housing for low-to moderate income persons (the "Project"); and

WHEREAS. The City of Jefferson entered into a Local Planning and Administrative Assistance Contract (the "Contract") with Region XII Council of Government ("Region XII") for the administration of grant proceeds received from the Iowa Economic Development Authority to fund the Project; and

WHEREAS, the Iowa Economic Development Authority has now directed the amendment (the "Amendment") of certain sections of the Contract concerning the maintenance of Project records and relating to Section 3 of the Housing and Urban Development Act of 1968; and

WHEREAS, the proposed Amendment is now before this Council.

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

Section 1. The Amendment to the Local Planning and Administrative Assistance Contract is hereby approved, and the Mayor and City Clerk are hereby authorized and directed to execute and deliver the Amendment on behalf of the City, in substantially the form and content in which it has been presented to this City Council, and such officers are also authorized to make such changes, modifications, additions or deletions as they, with the advice of counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the Contract.

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

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

Passed and approved on December 12, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

INDEX LEGEND	
LOCATION	PART OF OUTLOT 1, OUTLOT 2, AND LOT A OF LOT 17 OF THE FRL. W1/2 OF SECTION 5, T-83-N, R-30-W, CITY OF JEFFERSON, GREENE COUNTY, IOWA
REQUESTOR:	GREENE COUNTY DEVELOPMENT CORP
PROPRIETOR:	GREENE COUNTY DEVELOPMENT CORP
SURVEYOR:	EUGENE R. DREYER, P.L.S. #17535
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	EUGENE R. DREYER, BOLTON & MENK, INC. 1519 BALTIMORE DR., AMES, IA 50010 (515) 233-6100

FOR RECORDER USE ONLY

AMENDED PLAT OF SURVEY

OUTLOT 1 LEGAL DESCRIPTION:

THAT PORTION OF THE FRACTIONAL WEST HALF OF SECTION 5, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., CITY OF JEFFERSON, GREENE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF LOT 3 OF THE WEST FRACTIONAL HALF OF THE NORTHWEST QUARTER OF SAID SECTION 5; THENCE N01°31'28"W, 268.64 FEET ALONG THE EAST LINE OF SAID LOT 3; THENCE N40°46'54"E, 179.04 FEET TO THE SOUTHWEST CORNER OF LOT 4, GCDC BUSINESS PARK NO. 2, PHASE 1; THENCE N88°32'28"E, 162.01 FEET ALONG THE SOUTH LINE OF SAID LOT 4; THENCE N01°33'30"W, 53.72 FEET ALONG THE EAST LINE OF SAID LOT 4 TO THE BEGINNING OF A 150.00 FOOT RADIUS CURVE, CONCAVE WESTERLY, WITH A DELTA OF 34°15'32" AND A LONG CHORD THAT BEARS N18°34'58"W, 88.36 FEET; THENCE 89.69 FEET ALONG SAID CURVE; THENCE N54°12'06"E, 100.07 FEET TO THE SOUTHWEST CORNER OF LOT 2, GCDC BUSINESS PARK NO. 2, PHASE 1; THENCE N54°10'18"E, 147.28 ALONG THE SOUTH LINE OF SAID LOT 2 TO THE SOUTHWEST CORNER OF LOT 3, GCDC BUSINESS PARK NO. 2, PHASE 1; THENCE N81°01'51"E, 202.96 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3 AND THE EAST LINE OF LOT 9 OF THE WEST FRACTIONAL HALF OF THE NORTHWEST QUARTER OF SAID SECTION 5; THENCE S01°31'19"E, 1,022.60 FEET ALONG THE EAST LINE OF SAID LOT 9; THENCE S89°06'09"W, 466.63 FEET; THENCE N49°15'43"W, 355.05 FEET ALONG THE SOUTHWESTERLY LINE OF LOT 13 OF THE FRACTIONAL WEST HALF OF THE NORTHWEST QUARTER OF SAID SECTION 5; THENCE N40°44'14"E, 99.98 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL SHALL HEREAFTER BE KNOWN AS OUTLOT 1 OF THE FRACTIONAL WEST HALF OF SECTION 5, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., CITY OF JEFFERSON, GREENE COUNTY, IOWA.

OUTLOT 2 LEGAL DESCRIPTION:

THAT PORTION OF THE FRACTIONAL WEST HALF OF SECTION 5, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., CITY OF JEFFERSON, GREENE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF LOT 3 OF THE WEST FRACTIONAL HALF OF THE NORTHWEST QUARTER OF SAID SECTION 5; THENCE S40°44'14"W, 99.98 FEET ALONG THE NORTHWEST LINE OF LOT 13, EXCEPT PARCEL "A" OF LOT 13 OF THE NORTHWEST QUARTER OF THE NORTHWEST FRACTIONAL QUARTER OF SAID SECTION 5; THENCE S49°15'43"E, 355.05 FEET ALONG THE SOUTHWEST LINE OF SAID LOT 13, EXCEPT PARCEL "A" OF LOT 13 TO THE POINT OF BEGINNING; THENCE S89°06'09"W, 822.41 FEET ALONG THE SOUTH LINE OF LOT 11 OF THE NORTHWEST FRACTIONAL QUARTER IN SAID SECTION 5 TO THE EAST RIGHT-OF-WAY LINE OF NORTH ELM STREET; THENCE S01°46'15"E, 30.19 FEET ALONG SAID EAST RIGHT-OF-WAY LINE TO THE NORTHWEST CORNER OF LOT 12 IN THE NORTHWEST FRACTIONAL QUARTER OF SAID SECTION 5; THENCE N89°04'55"E, 260.29 FEET ALONG THE NORTH LINE OF SAID LOT 12 TO THE NORTHEAST CORNER THEREOF; THENCE S89°09'48"W, 29.93 FEET ALONG THE SOUTH LINE OF SAID LOT 12 TO THE NORTHEAST CORNER OF LOT 1 OF LOT 8 OF THE NORTHWEST FRACTIONAL QUARTER OF SAID SECTION 5; THENCE S01°32'56"E, 200.06 FEET ALONG THE EAST LINE OF SAID LOT 1 OF LOT 8 TO THE SOUTHEAST CORNER THEREOF; THENCE N89°01'16"E, 166.57 FEET ALONG THE SOUTH LINE OF SAID LOT 8 TO THE NORTHWEST CORNER OF LOT 'A' OF LOT 17 OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 5; THENCE S01°30'51"E, 182.78 FEET ALONG THE WEST LINE OF SAID LOT 'A' OF LOT 17 TO THE SOUTHWEST CORNER THEREOF; THENCE N89°04'40"E, 150.24 FEET ALONG THE SOUTH LINE OF SAID LOT 'A' OF LOT 17 TO THE NORTHEAST CORNER OF LOT 18 OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 5; THENCE S01°35'35"E, 429.61 FEET ALONG THE EAST LINE OF SAID LOT 18 TO THE SOUTHEAST CORNER THEREOF; THENCE S88°54'16"W, 249.94 FEET ALONG THE SOUTH LINE OF SAID LOT 18 TO THE SOUTHWEST CORNER THEREOF; THE NEXT FIVE CALLS ARE GOING ALONG THE WESTERLY, SOUTHERLY AND EASTERLY LINES OF SAID LOT 17 AS SHOWN IN BOOK 116, PAGE 961 IN THE GREENE COUNTY RECORDER'S OFFICE, BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 18 AND GOING IN A COUNTER-CLOCKWISE DIRECTION; THENCE S01°39'20"E, 329.88 FEET; THENCE N89°25'07"E, 327.36 FEET; THENCE N01°20'25"W, 78.15 FEET; THENCE N89°37'29"E, 570.82 FEET; THENCE N01°51'17"W, 24.22 FEET TO THE SOUTHWEST CORNER OF LOT 'B' OF SAID LOT 17; THENCE N01°26'50"W, 153.01 FEET ALONG THE WEST LINE OF SAID LOT 'B' TO THE NORTHWEST CORNER THEREOF; THENCE N89°28'53"E, 89.62 FEET ALONG THE NORTH LINE OF SAID LOT 'B' TO THE NORTHEAST CORNER THEREOF AT THE SOUTH RIGHT-OF-WAY OF EAST STANFORD STREET; THENCE N01°41'06"W, 680.44 FEET ALONG THE EAST LINE OF SAID LOT 17 TO THE SOUTHEASTERLY CORNER OF SAID LOT 13; THENCE N00°17'54"E, 130.83 FEET ALONG THE EAST LINE OF SAID LOT 13 TO THE NORTHEASTERLY CORNER THEREOF; THENCE N01°31'19"W, 156.18 FEET ALONG THE EAST LINE OF LOT 9 OF THE WEST FRACTIONAL HALF OF THE NORTHWEST QUARTER OF SAID SECTION 5; THENCE CONTINUING N01°31'19"W, 127.72 FEET ALONG SAID EAST LINE TO THE EASTERLY EXTENSION OF THE NORTH LINE OF SAID LOT 11; THENCE S89°06'09"W, 466.63 FEET ALONG SAID EASTERLY EXTENSION TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL SHALL HEREAFTER BE KNOWN AS OUTLOT 2 OF THE FRACTIONAL WEST HALF OF SECTION 5, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., CITY OF JEFFERSON, GREENE COUNTY, IOWA.

LINE TABLE			LINE TABLE		
LINE #	LENGTH	BEARING	LINE #	LENGTH	BEARING
L1	202.96'	N81° 01' 51"E	L8	166.57'	N89° 01' 16"E
L2	147.28'	N54° 10' 18"E	L9	150.24'	N89° 04' 40"E
L3	100.07'	N54° 12' 06"E	L10	96.15'	N8° 53' 52"W
L4	53.72'	N1° 33' 30"W	L11	96.01'	S8° 57' 26"E
L5	162.01'	N88° 32' 28"E	L12	51.93'	N49° 24' 51"W
L6	30.19'	S1° 46' 15"E	L13	51.75'	N49° 15' 12"W
L7	29.93'	S89° 09' 48"W	L14	179.04'	N40° 46' 54"E

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CH LENGTH	CH BEARING
C1	89.69'	150.00'	34° 15' 32"	88.36'	N18° 34' 58"W
C2	97.16'	250.00'	22° 16' 00"	96.55'	S19° 56' 20"E
C3	79.19'	250.00'	18° 08' 53"	78.86'	S40° 13' 04"E
C4	58.74'	250.00'	13° 27' 46"	58.61'	N42° 32' 43"W
C5	35.39'	150.00'	13° 31' 12"	35.31'	N42° 42' 26"W
C6	105.78'	150.00'	40° 24' 13"	103.60'	S29° 03' 29"E

LEGEND:

- FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP #17535 (UNLESS OTHERWISE NOTED)
- SET 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP #17535 (UNLESS OTHERWISE NOTED)
- FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP #6806 (UNLESS OTHERWISE NOTED)
- ⊙ FOUND 5/8" REBAR (AS NOTED)
- (R) RECORDED DIMENSION
- EXISTING EASEMENT
- EXISTING PROPERTY LINE
- PREVIOUSLY RECORDED PROPERTY LINE

NOTES:

1. THIS PLAT IS SUBJECT TO EASEMENTS APPARENT OR OF RECORD.
2. THIS SURVEY MEETS OR EXCEEDS IOWA CODE 355.
3. BEARINGS SHOWN ARE IOWA REGIONAL COORDINATE SYSTEM ZONE #7 CARROLL-ATLANTIC ZONE, *US SURVEY FOOT*.
4. *THIS IS A TWO PAGE SURVEY AND IS INCOMPLETE UNLESS BOTH PAGES ARE PRESENT. PAGE 2 OF 2.*
5. *PREVIOUS PLAT OF SURVEY WAS RECORDED NOVEMBER 8, 2017 IN BOOK 132, PAGE 511 AT THE GREENE COUNTY RECORDER'S OFFICE. THIS PLAT REPLACES AND SUPERCEDES SAID PLAT TO INCLUDE ADDITIONAL INFORMATION TO BOTH LEGAL DESCRIPTIONS, ADD AN ADDITIONAL PAGE, SURVEYORS NOTE AND CHANGE THE DRAWING SCALE.*
6. PREVIOUS PLAT OF SURVEY WAS RECORDED FEBRUARY 26, 2018 IN BOOK 132, PAGE 544 AT THE GREENE COUNTY RECORDER'S OFFICE. THIS PLAT REPLACES AND SUPERCEDES SAID PLAT.
7. ELECTRIC LINE EASEMENT RECORDED IN BOOK 91, PAGE 23 TO IOWA ELECTRIC LIGHT AND POWER COMPANY ON MAY 11, 1959 DOES NOT CONTAIN SUFFICIENT INFORMATION TO BE PLOTTED, BUT MAY BURDEN SUBJECT PROPERTY.
8. LOT A OF LOT 17 IN THE NW 1/4 SW 1/4; ALL IN SECTION 5, TOWNSHIP 83 NORTH, RANGE 30 WEST OF THE 5TH P.M., GREENE COUNTY, IOWA IS ENTIRELY CONTAINED IN OUTLOT 2.

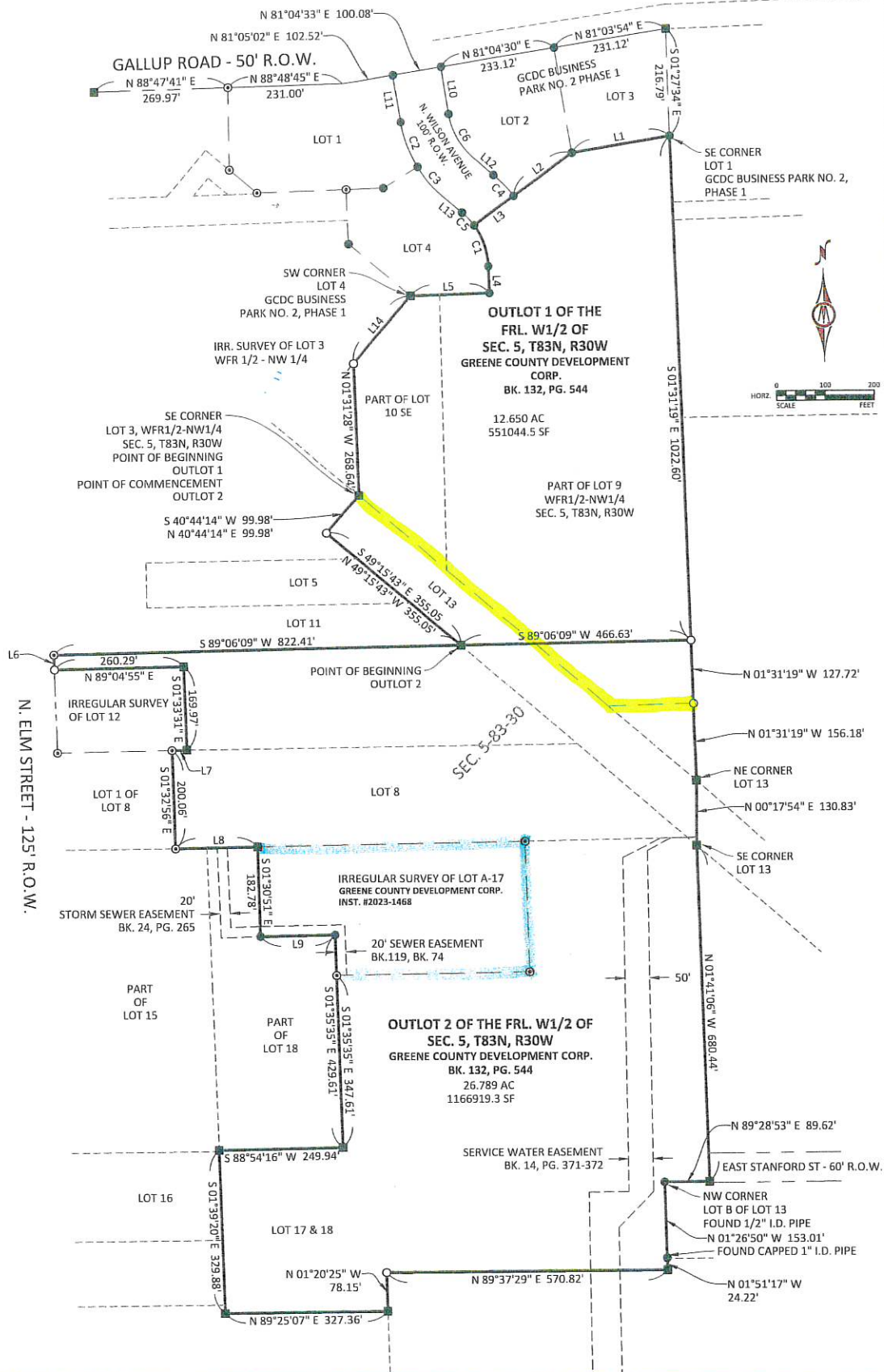
I hereby certify that this land surveying document was prepared by me and the related field work was performed by me or under my direct personal supervision and that I am duly licensed under the laws of the State of Iowa.

EUGENE R. DREYER, P.L.S.
LICENSE NUMBER 17535 DATE: 11/22/23
MY LICENSE RENEWAL DATE IS 12/31/2024
PAGES OR SHEETS COVERED BY THIS SEAL: PAGE 1 THROUGH 2

AMENDED PLAT OF SURVEY
OUTLOT 1, OUTLOT 2, AND LOT A OF LOT 17 OF THE FRL. W1/2 OF SEC. 5, T83N, R30W IN THE CITY OF JEFFERSON, GREENE COUNTY, IOWA

BOLTON & MENK
300 WEST MCKINLEY STREET
JEFFERSON, IA 50129
(515) 386-4101

SHEET 1 OF 2



AMENDED PLAT OF SURVEY
 OUTLOT 1, OUTLOT 2, AND LOT A OF LOT 17 OF THE FRL. W1/2 OF SEC. 5, T83N, R30W IN THE CITY OF JEFFERSON, GREENE COUNTY, IOWA



300 WEST MCKINLEY STREET
 JEFFERSON, IA 50129
 (515) 386-4101

SHEET
 2
 OF
 2

Handwritten signature

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RESOLUTION NO. _____

A RESOLUTION APPROVING GREENE COUNTY DEVELOPMENT CORP.
AMENDED PLAT OF SURVEY DATED JANUARY 2018

WHEREAS, Greene County Development Corp. (“GCDC”) has requested the City Council of Jefferson to approve an amended plat of survey prepared by Eugene Dreyer dated October 31, 2023, covering the following described property:

Outlot 1, Outlot 2, and Lot A of Lot 17, of the Fractional West Half of Section 5, Township 83 North, Range 30 West of the 5th P.M., in the City of Jefferson, Greene County, Iowa;

located in an area commonly referred to as the East Business Park that is south of Gallup Road and east of Elm Street, in Jefferson; and

WHEREAS, GCDC has represented that it is the owner of the land described in the proposed plat of survey and has provided the information required by Section 166.22 of the Code of Ordinances of the City of Jefferson; and

WHEREAS, the City Engineer and City Administrator have recommended that said plat be approved; and

WHEREAS, based on its review of the plat and the information provided the City Council finds that the plat should be approved.

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

Section 1. The above described amended plat of survey described above prepared by Eugene Dreyer dated October 31, 2023, is hereby approved.

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.

Passed and approved on December 12, 2023.

Matt Gordon, Mayor

Attest:

Roxanne Gorsuch, City Clerk

21

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO ANNOYANCES OR DISTURBANCES CAUSED BY DOGS

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

SECTION 1. Section Amended. Section 55.09 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is repealed and the following adopted in lieu thereof:

55.09 ANNOYANCE OR DISTURBANCE. It is unlawful for the owner of a dog to allow or permit such dog to cause serious annoyance or disturbance to any person or persons by frequent and habitual howling, yelping, barking, or otherwise; or by running or chasing persons, bicycles, automobiles or other vehicles. The aforementioned notwithstanding, dogs howling, yelping barking, or otherwise, or engaged in permissible physical activity such as running, while using the City dog park or while inside the Community Shelter in compliance with City policies for these facilities, shall be exempt from the restrictions of this Section.

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

City of Jefferson
 East Lincoln Way Resurfacing - BASE 2" Mill
 OPINION OF PROBABLE COSTS
 Wednesday, December 6, 2023

Item No.	Description	Unit	Price	Quantity	Extension
1	EXCAVATION, CLASS 10, CLASS 12, OR CLASS 13	CY	\$ 25.00	880.00	\$ 22,000.00
2	SUBGRADE PREPARATION	SY	\$ 4.00	2650.00	\$ 10,600.00
3	SUBBASE, MODIFIED, 6"	SY	\$ 18.00	2650.00	\$ 47,700.00
4	STORM SEWER, TRENCHED, RCP, 12"	LF	\$ 100.00	8.00	\$ 800.00
5	INTAKE, SW-501	EA	\$ 5,000.00	1.00	\$ 5,000.00
6	MANHOLE ADJUSTMENT, MINOR	EA	\$ 2,200.00	6.00	\$ 13,200.00
7	INTAKE ADJUSTMENT, MINOR	EA	\$ 2,500.00	5.00	\$ 12,500.00
8	CURB AND GUTTER, 2.5', 6"	LF	\$ 30.00	700.00	\$ 21,000.00
9	PCC PAVEMENT WIDENING, 6"	SY	\$ 65.00	2650.00	\$ 172,250.00
10	HMA HT SURFACE, 1/2" MIX, NO FRIC, PG 58-28H	TON	\$ 125.00	1650.00	\$ 206,250.00
11	REMOVAL OF SIDEWALK	SY	\$ 20.00	200.00	\$ 4,000.00
12	REMOVAL OF CURB	LF	\$ 10.00	700.00	\$ 7,000.00
13	SIDEWALK, PCC, 6"	SY	\$ 65.00	250.00	\$ 16,250.00
14	DETECTABLE WARNING	SF	\$ 50.00	212.00	\$ 10,600.00
15	FULL DEPTH PATCHES	SY	\$ 200.00	100.00	\$ 20,000.00
16	MILLING, 2"	SY	\$ 4.25	12000.00	\$ 51,000.00
17	PAVEMENT REMOVAL	SY	\$ 20.00	50.00	\$ 1,000.00
18	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	STA	\$ 250.00	70.00	\$ 17,500.00
19	PAINTED SYMBOLS AND LEGENDS	EA	\$ 500.00	18.00	\$ 9,000.00
20	TEMPORARY TRAFFIC CONTROL	LS	\$ 15,000.00	1.00	\$ 15,000.00
21	MOBILIZATION	LS	\$ 40,000.00	1.00	\$ 40,000.00
22	MAINTENANCE OF POSTAL SERVICE	LS	\$ 2,500.00	1.00	\$ 2,500.00
23					
24					
SUBTOTAL:					\$ 705,150.00
Subtotal Construction:					\$ 705,150.00
Construction Contingencies 10%:					\$ 70,500.00
Opinion of Estimated Construction Cost:					\$ 775,650.00
Subtotal Engineering:					\$ 141,400.00
TOTAL OPINION OF IMPROVEMENT COST					\$ 917,050.00

23



Contractor's Application for Payment No. 10(ten)

Application Period: 11/1/2023 to 11/30/2023 Application Date: 12/1/2023

To (Owner): 200 N Chestnut St, Jefferson, IA	From (Contractor): Shank Constructors, Inc. 3501 85th Avenue North, Brooklyn Park, MN	Via (Engineer): Bolton & Menk Ames, IA	
Owner's DWSRF Number: 1445	Contractor's Contract Number: 1316	Engineer's Project Number: 134997	
Project: Jefferson WWTP		Contract:	

Application For Payment - Change Order Summary	
Approved Change Orders	
Number	Deductions
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

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).....	\$ 7,073,945.92
5. Retainage	
a. 5.0% X \$ 5,558,866.09 Work Completed.....	\$ 277,943.30
b. 5.0% X \$ 1,515,079.83 Stored Material.....	\$ 75,753.99
c. Early Release of Retainage.....	\$ -
d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$ 353,697.29
6. Amount Eligible to Date (Line 4 - Line 5d).....	\$ 6,720,248.63
7. Less Previous Payments (Line 6 from prior Application).....	\$ 6,286,728.06
8. Amount Due This Application.....	\$ 433,520.57
9. Balance to Finish, Plus Retainage (Column G on Progress Estimate + Line 5 above).....	\$ 11,149,679.53

Contractor's Certification	Payment of: \$433,520.57
The undersigned Contractor certifies, to the best of its knowledge, the following:	(Line 8 or other - attach explanation of the other amount)
(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;	is recommended by: 12/17/2023 (Engineer) (Date)
(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	Payment of: _____ (Line 8 or other - attach explanation of the other amount)
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	is approved by: _____ (Owner) (Date)
By:	Approved by: _____ Funding Agency (if applicable) (Date)

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract): 0		11/1/2023		to		11/30/2023		10 (ten)	
Application Period:	A	B	C	D	E	F	G	Application Number:	Application Date:
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period	Total Completed to Date (C + D)	% (F/B)	Balance to Finish (B - F)		
Division 01 - General Requirements									
	Mobilization	\$ 525,200.00	\$ 525,200.00		\$ 525,200.00	100.00%	\$ -		
	Allowances	\$ 550,000.00	\$ 1,982.00		\$ 1,982.00	0.36%	\$ 548,018.00		
	Allowances - Enviromix	\$ 525,000.00	\$ 52,500.00		\$ 52,500.00	10.00%	\$ 472,500.00		
Division 02									
	Site Removals	\$ 86,400.00	\$ 67,900.00		\$ 67,900.00	78.59%	\$ 18,500.00		
	Demo SST Tank	\$ 445,800.00	\$ 445,800.00		\$ 445,800.00	100.00%	\$ -		
	Strip Top Soil	\$ 25,700.00	\$ 25,100.00		\$ 25,100.00	97.67%	\$ 600.00		
	Site Prep Sludge Tank	\$ 215,500.00	\$ 215,500.00		\$ 215,500.00	100.00%	\$ -		
	Excavation Sludge Tank	\$ 338,700.00	\$ 338,700.00		\$ 338,700.00	100.00%	\$ -		
	Excavation Sludge Loadout	\$ 78,400.00	\$ 52,100.00		\$ 52,100.00	66.45%	\$ 26,300.00		
	Excavation AET Lift Station	\$ 326,185.00	\$ 252,700.00	\$ 47,300.00	\$ 300,000.00	91.97%	\$ 26,185.00		
	Excavation Rapid Mix Tank	\$ 98,200.00	\$ 88,200.00		\$ 88,200.00	89.82%	\$ 10,000.00		
	Excavation Ferric Slab	\$ 9,500.00	\$ 9,500.00		\$ 9,500.00	100.00%	\$ -		
	Splitter Box Bypass	\$ 55,100.00	\$ -		\$ -	0.00%	\$ 55,100.00		
	Grading Sidewalks	\$ 9,900.00	\$ -		\$ -	0.00%	\$ 9,900.00		
	Top Soil Placement	\$ 12,900.00	\$ -		\$ -	0.00%	\$ 12,900.00		
2370.0	Erosion Control	\$ 20,000.00	\$ 16,300.00		\$ 16,300.00	81.50%	\$ 3,700.00		
	Site Concrete	\$ 75,600.00	\$ -		\$ -	0.00%	\$ 75,600.00		
2920.0	Seeding	\$ 5,000.00	\$ -		\$ -	0.00%	\$ 5,000.00		
	30" & 24" PP to Splitter Box	\$ 444,950.00	\$ -		\$ -	0.00%	\$ 444,950.00		
	6" & 8" ST & 4" PD East	\$ 155,920.00	\$ 27,800.00	\$ 78,600.00	\$ 106,400.00	68.24%	\$ 49,520.00		
	Piping Rapid Mix Area	\$ 253,380.00	\$ -		\$ -	0.00%	\$ 253,380.00		
	6" ST & 12" RAS by AET Lift Station	\$ 172,880.00	\$ -		\$ -	0.00%	\$ 172,880.00		
	16" MLR to Aeration	\$ 558,620.00	\$ -		\$ -	0.00%	\$ 558,620.00		
	HDPE/Utility Water	\$ 161,250.00	\$ -		\$ -	0.00%	\$ 161,250.00		
	Aeration Tank Demo	\$ 28,770.00	\$ -		\$ -	0.00%	\$ 28,770.00		
	Headworks Demo	\$ 11,150.00	\$ -		\$ -	0.00%	\$ 11,150.00		
	Blower Building Demo	\$ 8,150.00	\$ -		\$ -	0.00%	\$ 8,150.00		
	Clarifiers Demo	\$ 421,920.00	\$ 140,640.00		\$ 140,640.00	33.33%	\$ 281,280.00		
	Biosolids Demo	\$ 83,510.00	\$ -		\$ -	0.00%	\$ 83,510.00		
	Disinfection Demo	\$ 6,500.00	\$ -		\$ -	0.00%	\$ 6,500.00		

25

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	\$ 672,300.00	\$ 257,000.00		\$ 929,300.00	80.40%	\$ 226,500.00
	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	\$ 31,404.00			\$ 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 Installation	\$ 39,500.00	\$ -			\$ -	0.00%	\$ 39,500.00
	Hatches & Door Installation	\$ 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	Vessco direct Supplied Equipment	\$ 1,348,516.00	\$ 27,000.00			\$ 27,000.00	2.00%	\$ 1,321,516.00
11266.0	UV Disinfection Equipment	\$ 247,600.00	\$ -			\$ -	0.00%	\$ 247,600.00
11315.0	Rotary Lobe Pumps	\$ 114,118.00	\$ 5,706.00			\$ 5,706.00	5.00%	\$ 108,412.00
11330/31	Bar Screens & Dewatering Press	\$ 88,677.00	\$ 4,400.00			\$ 4,400.00	4.96%	\$ 84,277.00
11351.0	Clarifier Equipment	\$ 356,634.00	\$ 71,820.00			\$ 71,820.00	20.14%	\$ 284,814.00
11372.0	Blowers	\$ 129,230.00	\$ 6,460.00			\$ 6,460.00	5.00%	\$ 122,770.00
11374/75	Fine Pore Membrane Aeration Equip	\$ 159,150.00	\$ 15,960.00			\$ 15,960.00	10.03%	\$ 143,190.00
Division 11								
	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

26

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)	
	Blower Building Equipment	\$ 31,300.00	\$ -			\$ -	0.00%	\$ 31,300.00
	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	Footing 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

27

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 (Valve Repl)	\$ 290,100.00	\$ -	\$ 35,700.00		\$ 35,700.00	12.31%	\$ 254,400.00
	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	\$ 7,800.00		\$ 23,285.00	24.95%	\$ 70,035.00
	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	\$ 18,500.00		\$ 19,000.00	2.95%	\$ 624,105.00
	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	\$ 40,500.00			\$ 40,500.00	27.00%	\$ 109,500.00
	Site Electrical Materials	\$ 210,000.00	\$ 67,500.00			\$ 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

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)	
	Preliminary Treatment Building Materials	\$ 75,000.00	\$ -			\$ -	0.00%	\$ 75,000.00
	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	\$ 5,113,966.09	\$ 444,900.00	\$ 1,515,079.83	\$ 7,073,945.92	39.59%	\$ 10,795,982.24

Stored Material Summary

Contractor's Application

For (Contract): 0		11/1/2023 to 11/30/2023				Application Number: 10(ten)				
Application Period:		11/1/2023 to 11/30/2023				Application Date: 12/1/2023				
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
	54207	6" & 8" TR Flex	Onsite	Mar-2023	\$ 5,357.24		\$ 5,357.24			\$ 5,357.24
	54255	4" Perf HDPE	Onsite	Mar-2023	\$ 629.02		\$ 629.02			\$ 629.02
	5639	6" SST Wall Pipe	Onsite	Mar-2023	\$ 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
	54056-001	6, 16, 24, 30 MJ DIP	Onsite	Mar-2023	\$ 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
	54058	4, 6, 12, 16, 18, 24, 30 MJ DIP	Onsite	Mar-2023	\$ 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
	54056-004	24" MJ DIP	Onsite	Apr-2023	\$ 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
	228481	Concrete Reinforcement	Onsite	Apr-2023	\$ 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
	54592-000	LS475 Link Seal	Onsite	May-2023	\$ 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
	229978	Concrete Reinforcement	Onsite	May-2023	\$ 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
	573136	Pipe 304 SS	Onsite	Jun-2023	\$ 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
	231525	Concrete Reinforcement	Onsite	Jun-2023	\$ 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
	80098	Gaskets	Onsite	Jul-2023	\$ 3,685.13		\$ 3,685.13			\$ 3,685.13
	232637	Concrete Reinforcement	Onsite	Jul-2023	\$ 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
	20055196	Tracer Wire	Onsite	Jul-2023	\$ 1,425.81		\$ 1,425.81			\$ 1,425.81
	905984490	Clarifiers	Onsite	Jul-2023	\$ 303,138.90		\$ 303,138.90			\$ 303,138.90
	233451	Concrete Reinforcement	Onsite	Aug-2023	\$ 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
	54058-001	4, 6, 12, 18, 24, 30" SJ & RJDIP	Onsite	Sep-2023	\$ 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
	301992	Sludge Tank Aeration	Onsite	Sep-2023	\$ 25,647.00		\$ 25,647.00			\$ 25,647.00

30

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
17228	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
54063-6	DIP Flanged Fittings	Onsite	Nov-2023	\$ 11,437.45	\$ 11,437.45	\$ 11,437.45	\$ 11,437.45
				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
	Totals			\$ 1,503,642.38	\$ 1,515,079.83	\$ 1,515,079.83	\$ 1,515,079.83

Partial Pay Estimates Paid-to-Date

Contractor's Application

For Jefferson WWTP (Contract): 0	Application Number: 10(ten)		
Application Period:	From: 11/1/2023	To: 11/30/2023	
	Application Date: 12/1/2023		
	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
		\$ 721,938.25

Total Estimates Paid to Date: \$ 6,286,728.06

Total Construction Cost: \$ 6,286,728.06

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>3</u>	Application Date: <u>12/12/2023</u>
Application Period: From <u>11/4/2023</u> to <u>12/1/2023</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)		\$ 1,057,744.70
5. Retainage		
a. <u>5%</u> X \$ <u>1,057,744.70</u> Work Completed		\$ 52,887.24
b. _____ X \$ _____ Stored Materials		\$ -
c. Total Retainage (Line 5.a + Line 5.b)		\$ 52,887.24
6. Amount eligible to date (Line 4 - Line 5.c)		\$ 1,004,857.46
7. Less previous payments (From Unit Price Sheet - Previous Est.)		\$ 829,846.37
8. Amount due this application		\$ 175,011.09

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.

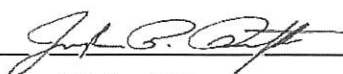
Contractor: Jensen Builders Ltd

Signature: Jack Kersten Digitally signed by Jack Kersten
DN: c=U.S., o=Jensen Builders Ltd, cn=Jack Kersten
Date: 2023.12.07 09:09:46 -0500

Date: 12/7/2023

Name: Jack Kersten

Title: Project Manager

<p>Recommended by Engineer</p> <p>By: <u></u></p> <p>Name: <u>Joseph P. Roenfeldt</u></p> <p>Title: <u>Aviation Project Manager</u></p> <p>Date: <u>12/07/2023</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
 Contractor: Bolton & Menk, Inc.
 Project: Construct Box Hangar
 Contract: Construction of a hangar and site improvements
 Application No.: 3 From 11/04/23 to 12/01/23 Application Date: 12/12/23
 IDOT Project No.: IDOT AIP
 Engineer's Project No.: 015.125744
 FAA AIP Project No.: 3-19-0049-019-2023
 FAA BIL Project No.: 3-19-0049-020-2023

Contractor's Application for Payment

A Bid Item No.	B Description	C Contract Information			F Value of Bid Item (C X E) (\$)	F1 Quantity Previous Estimate	F2 Value Previous Estimate	G Estimated Quantity Incorporated in the Work	H Value of Work Completed (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 (I / F) (%)	L Balance to Finish (F - J) (\$)
		D Item Quantity	E Unit Price (\$)	F Units									
Original Contract													
1	EROSION CONTROL DEVICES	1.00	7,000.00		7,000.00	-	-	-	-	-	-	7,000.00	
2	MOBILIZATION	1.00	35,500.00		35,500.00	0.90	0.90	31,950.00		31,950.00	90%	3,550.00	
3	TRAFFIC CONTROL	1.00	16,000.00		16,000.00	0.90	0.90	14,400.00		14,400.00	90%	1,600.00	
4	CONSTRUCTION SURVEY	1.00	14,000.00		14,000.00	0.90	0.90	12,600.00		12,600.00	90%	1,400.00	
5	REMOVAL OF STORM SEWER PIPE, 24" AND LESS	50.00	60.00		3,000.00	72.00	72.00	4,320.00		4,320.00	180%	(2,400.00)	
6	TREE REMOVAL	2.00	1,500.00		3,000.00	2.00	2.00	3,000.00		3,000.00	100%	-	
7	GRADING AND SUBGRADE PREP	100.00	300.00		30,000.00	100.00	100.00	30,000.00		30,000.00	100%	-	
8	AGGREGATE BASE COURSE, 6"	1,090.00	18.00		19,620.00	929.30	929.30	16,727.40		17,955.20	89%	2,224.80	
9	SEPARATION GEOTEXTILE	1,090.00	4.00		4,360.00	929.30	929.30	3,717.20		3,865.60	89%	494.40	
10	CONCRETE PAVEMENT, 6"	1,050.00	68.00		71,400.00	929.30	929.30	63,192.40		63,192.40	89%	8,207.60	
11	PAVEMENT MARKINGS, SOLID YELLOW, WITH BEADS	1.00	4,000.00		4,000.00	-	-	-		-	-	4,000.00	
12	8" HDPE STORM SEWER	120.00	50.00		6,000.00	113.00	113.00	5,650.00		5,650.00	94%	350.00	
13	STORM SEWER, TRENCHED, 15" RCP	32.00	104.00		3,328.00	32.00	32.00	9,984.00		9,984.00	300%	(6,656.00)	
14	STORM SEWER, TRENCHED, 12" RCP	80.00	82.00		6,560.00	78.00	78.00	6,396.00		6,396.00	98%	164.00	
15	4" PERFORATED SUBDRAIN	450.00	30.00		13,500.00	427.50	427.50	12,825.00		12,825.00	95%	675.00	
16	SUBDRAIN CLEANOUTS	4.00	500.00		2,000.00	2.00	2.00	1,000.00		1,000.00	50%	1,000.00	
17	SW-401, CIRCULAR MANHOLE, 48"	1.00	4,600.00		4,600.00	1.00	1.00	4,600.00		4,600.00	100%	-	
18	INTAKE, SW-512, CASE 1	2.00	2,600.00		5,200.00	-	-	-		-	-	5,200.00	
19	CONNECTION TO EXISTING STORM STRUCTURE	2.00	1,500.00		3,000.00	-	-	-		-	-	3,000.00	
20	MANHOLE ADJUSTMENT, MINOR	1.00	1,200.00		1,200.00	-	-	-		-	-	1,200.00	
21	UNDERGROUND WATER SERVICE LINE RELOCATION	1.00	15,000.00		15,000.00	1.00	1.00	15,000.00		15,000.00	100%	-	
22	SEEDING, FERTILIZING AND MULCHING	0.60	13,350.00		8,010.00	-	-	-		-	-	8,010.00	
23	100' X 100' CONVENTIONAL HANGAR, COMPLETE	1.00	913,750.00		913,750.00	0.71	0.71	648,762.50		794,962.50	87%	118,787.50	
					Original Contract Totals	\$	\$	\$	\$	\$	\$	\$	
					1,190,028.00	865,422.50	1,040,020.70	1,040,020.70	1,040,020.70	1,040,020.70	87%	150,007.30	

34

Progress Estimate - Unit Price Work

Contractor's Application for Payment

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

IDOT Project No.: IDOT AIP
 Engineer's Project No.: 015.125744
 FAA AIP Project No.: 3-19-0049-019-2023
 FAA BIL Project No.: 3-19-0049-020-2023

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed (E X G) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / F) (%)	Balance to Finish (F - J) (\$)
Change Orders													
B1	AGGREGATE BASE COURSE, 6"	115.00	SY	18.00	2,070.00	-	-	102.70	1,848.60	-	1,848.60	89%	221.40
B2	SEPARATION GEOTEXTILE	115.00	SY	4.00	460.00	-	-	102.70	410.80	-	410.80	89%	49.20
B3	CONCRETE PAVEMENT, 6"	90.00	SY	68.00	6,120.00	-	-	86.00	5,848.00	-	5,848.00	95%	272.00
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	127.10	2,287.80	-	2,287.80	36%	4,012.20
C2	SEPARATION GEOTEXTILE	350.00	SY	4.00	1,400.00	90.00	360.00	127.10	508.40	-	508.40	36%	891.60
C3	CONCRETE PAVEMENT, 6"	325.00	SY	68.00	22,100.00	90.00	6,120.00	100.30	6,820.40	-	6,820.40	31%	15,279.60
				Change Order Totals	\$ 48,450.00		\$ 8,100.00		\$ 17,724.00		\$ 17,724.00	37%	\$ 30,726.00
Original Contract and Change Orders													
				Project Totals	\$ 1,238,478.00		\$ 873,522.50		\$ 1,057,744.70		\$ 1,057,744.70	85%	\$ 180,733.30

35

CITY OF JEFFERSON, IOWA
MAYOR & CITY COUNCIL GOAL SETTING REPORT
2024-2025

Mayor:

Matt Gordon (2023)
Craig J. Berry (2024)

City Council:

Harry Ahrenholz
Darren Jackson
Pat Zmolek
Matt Wetrich
David Sloan (2023)
Chad Sloan (2024)

City Clerk:

Roxanne Gorsuch

Library Director:

Jane Millard

Police Chief:

Mark Clouse

Director of Parks & Recreation:

Denny Hammen

Wastewater Superintendent:

Danny Moranville

Street Superintendent:

David Teeples

City Administrator:

Scott Peterson

Public Works Director:

Dave Morlan

Finance Director:

Sarah Morlan

Building Inspector:

Chad Stevens

Water Superintendent:

Marty Murphy

Fire Chief:

Jack Williams

DRAFT

Facilitated by:

Patrick Callahan
Callahan Municipal Consultants, LLC
November 21, 2023

City of Jefferson, Iowa

Mayor & City Council Goal Setting Session

2024-2025

Introduction

The City of Jefferson requested assistance from Patrick Callahan in June 2023 for a Mayor and City Council goal setting process. Mr. Callahan agreed to organize and facilitate a process that involved the following steps:

1. Prepare a questionnaire to identify department needs, capital projects, accomplishments, programs, issues, trends, and team building suggestions.
2. Prepare a list of the overall capital projects and suggested initiatives and programs based upon the comments of the elected officials and city department heads.
3. Facilitate two strategic planning and goal setting sessions with the elected officials and department heads.
4. Preparation of this final report.

Goal Setting Work Sessions

City Council Members and the Mayor held an informal non-binding work session that was conducted by Mr. Callahan on November 21, 2023. The City's elected officials and department heads were asked to do the following:

1. Identify the major accomplishments of the City in 2022 and 2023, as listed by the Mayor, Council Members, and the City Department Heads. **(Exhibits A-1 & A-2)**
2. Review the list of most important issues, concerns and trends facing the City in 2021, as listed by the Mayor and Council Members and by the City Department Heads. **(Exhibits B -1 & B-2)**
3. Review and revise the list of potential initiatives, policies, and programs. **(Exhibit C)**
4. Indicate those initiatives and programs that are the most urgent or important at this time.
5. Review and revise the list of potential capital projects. **(Exhibit D)**
6. Indicate those capital projects that are the most urgent or important at this time.
7. Provide comments and suggestions regarding teamwork objectives. **(Exhibits E-1 & E-2)**

Note: The Letter of Introduction, the Agenda for the Goal Setting Session, and the Preliminary Questionnaire are attached to this report as Appendix A, Appendix B and Appendix C, respectively.

The Consultant facilitated a goal setting session with the City Department Heads prior to the City Council goal setting session. The Department Heads reviewed and updated the exhibits attached to the report. The twelve Department Heads also reviewed and ranked

the programs & policies and the capital projects and equipment purchases. The first column on Exhibits C and D is the number of department heads who selected that particular item as one of their “top ten” goals or objectives on Exhibit C and their top eight projects on Exhibit D.

There were seven elected officials who reviewed the responses on the questionnaires that were submitted. The mayor and city council members reviewed and ranked the programs and policies on Exhibit C and the capital projects and equipment purchases on Exhibit D. Their scores are listed in the last column on Exhibits C and D. The final rankings of the items on Exhibits C and D were based upon the scores of the elected officials, who were asked to list their top ten items on Exhibit C and their top eight items on Exhibit D. The maximum score for items was seven for the elected officials’ column.

THE CITY COUNCIL LIST OF “GIVENS”

After reviewing the list of proposed programs, policies and capital projects the Mayor and City Council Members concluded that the City was already committed to the completion of the following programs, policies, and initiatives and capital projects:

1. Digitize cemetery records to make searching for this information more efficient.
2. City department hierarchy or organizational chart.
3. Construction of Pickleball Court Complex.

Since the City Council had already committed to the completion of these items, it was agreed that the Mayor and City Council would not need to rank or prioritize these suggestions.

INITIATIVES AND PROGRAMS – 2024-2025

The Mayor and City Council identified the following initiatives and programs as the most urgent or important.

1. Police Officer Retention Program
2. Continue to support departments in attracting and retaining qualified employees and doing succession planning.
3. Consider hiring an animal control officer.
4. Citizen engagement – information flow to and from citizens and an outreach initiative that has the City making an effort to communicate with citizens – Regular reminders about trash/recycling, monetary programs updates on projects, etc.
5. Employee Handbook Update:
 - Review, evaluate, and update personnel policies
 - Health Insurance Sinking Policy
 - Longevity (non-union) Policy
 - Remote Work Policy
 - Sick leave and complaint policy
 - Universal time clock system
6. Implement a capital improvements plan (CIP) and capital purchase process and develop an overall equipment replacement plan.

7. Job description updates – ordinance changes on jobs that have been added/changed.
8. Develop and evaluate a comprehensive housing program to include mixes of single family and multi family considerations that expand availability/affordability for potential new residents.
9. Quarterly check-in with department heads and their staff.
10. Develop program to attract new industries.
11. Expand tourist efforts.

NOTE: A complete list of all programs and initiatives, as ranked by the Mayor and City Council Members is attached as **Exhibit C**.

CAPITAL IMPROVEMENT PROJECTS – 2024-25

The Mayor and City Council identified the following capital projects and equipment purchases as the most urgent or important.

1. Sidewalk projects – Westwood Dr. Neighborhood, Chestnut and West Lincoln Way.
2. Golf Course Improvements
3. Water Plant Upgrade - \$12 million
4. Continue to upgrade law enforcement rolling stock and replace car and body cameras.
5. Facilitate new owner transition and rehabilitation assistance for old Penny’s building on SE square. Complete building improvements on or near Square that are currently in progress or in the pipeline.
6. Water main replacement program
7. Daubendiek Park Improvements
 - Electricity
 - Paved Road
 - Running water
8. Bandshell/stage at one of the parks for outdoor music concerts
9. Refurbish East Lincolnway Highway from Locust to Cemetery

Note: A complete summary of the rankings of all capital projects and equipment purchases is attached as Exhibit D.

TEAM BUILDING AGREEMENTS

The Mayor and City Council reviewed a list of ideas and suggestions relating to team building and building a better working relationship. The list of team building suggestions is identified as **Exhibits E-1 and E-2**.

FUTURE PLANNING SUGGESTIONS

It is recommended that the city staff and management team prepare an “action plan” for the capital projects, and the initiatives & programs. The action plan for each goal would define the steps needed to accomplish the various tasks or objectives. This action plan could then be presented to the Mayor and City Council for review and approval and made a part of this Goal Setting Report.

It is recommended that the goals and objectives be posted in the Council Chambers at City Hall. The posting of the City Council's goals and objectives will serve as a reminder to the City Department Heads and Staff Members as to the priorities that were established by the Mayor and City Council.

It is recommended that the City Council review the lists of capital projects and equipment purchases, and initiatives, programs, and monitor the progress that is made on each item on a quarterly basis. The City could use a format that shows the project or item side by side with a comment that updates the City Council and the residents of the City on the progress that has been made on each item at the end of each quarter. The tentative dates in 2024 for the quarterly updates are: May 14, August 13, November 12, and February 11.

It is important to note that the prioritizing of all the capital projects and various initiatives is not "cast in stone." The two lists can be modified as new circumstances may dictate. Hopefully, the Mayor and City Council will repeat this process in 2025, which may result in some additional modifications.

It is recommended that the City prepare a capital improvements plan to identify the City's capital projects over the next four to six years. The plan could include cost estimates, descriptions of the projects, the justification, and sources of funding. A handout on the preparation of a capital improvements plan has been made available to the City Administrator.

COMMUNICATION OF COUNCIL GOALS AND OBJECTIVES TO CITIZENS

Since the citizens of Jefferson are basically the "stockholders" or owners of the City, it is important that they are informed about the goals and objectives that have been established by the Mayor and City Council. The following is a summary of various activities that have been used in other cities to communicate the City Council's goals and objectives to residents.

1. ***City Website.*** After the Mayor and City Council have reviewed and formally adopted the Goal Setting Report, a copy of the report can be placed on the City's website for review by the citizens of Jefferson.
2. ***Town Hall Meeting.*** The City Council could schedule a town hall meeting or public forum to present a summary of the City's goals and objectives and to seek comments and observations from residents.
3. ***City Hall Posting of Goals.*** The Council's goals and objectives could be posted in the lobby area at City Hall for interested residents to review.
4. ***Open Houses – City Facilities.*** Annual "open houses" at various City buildings, such as City Hall, Fire Station, Police Station, Library, Public Works Shop, Water Plant and Wastewater Treatment Plant could be held to inform the citizens about the upcoming city projects and programs that have been proposed.
5. ***Community Leaders' Meeting.*** The Mayor and City Council could schedule an annual or semi-annual meeting with the County Supervisors, School Board, and the

Jefferson Chamber/Economic Development Board of Directors, to review and discuss the City Council's goals and objectives. These meetings could also provide an opportunity to learn more about the projects, programs, and objectives under consideration by these same organizations.

6. ***Presentations to Service Clubs.*** The Mayor, Council Members, and City Administrator could make brief presentations to local services clubs and organizations outlining the goals and objectives.
7. ***Public Places –Reading Material.*** A copy of this goal-setting report or a summary of the City's goals and objectives could be made available in public places, or where local residents could read this report.

FINAL COMMENTS

It was a pleasure to assist the City of Jefferson with this goal setting process. We were impressed with the level of cooperation of the city staff and the elected officials.

Once again, thanks to the City Administrator, the Mayor, the City Council Members, and City Department Heads for the great cooperation and timely response during this process.

Patrick Callahan
Callahan Municipal Consultants, LLC

December 1, 2023

EXHIBIT A-1
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-25

Major Accomplishments – Mayor & City Council Responses

1. Initiation of major upgrade project for Waste Water Treatment Facility
2. Condition analysis of Water Plant facility and infrastructure
3. Completion of new childcare facility
4. Upgrade/conversion of upper story residential properties on the City Square
5. Structural and Façade upgrades of multiple buildings on and near the City Square
6. Curbing and widening of East Lincolnway highway
7. Resurfacing of West Lincolnway Highway, and targeted city streets and parking lot resurfacing
8. Completion of new Animal Shelter facility and adjacent dog park
9. Extension of municipal airport runway
10. Andy Rowland new multiple family residence housing additions
11. Transfer of vacant infill lots to new owners for new residential construction
12. Shared walking paths out to Greenwood and Cemetery
13. Completed curbing and planters on East Lincoln Way
14. Longevity within department heads
15. Updated and expanded parks equipment and infrastructure
16. Supported Main Street, public art, and public events
17. Supported downtown businesses with 10-year forgivable loans and matching grants
18. Maintained a professional and convenient way to use the recycling program.

19. Library Project moving forward

20. Bell Tower Festival Revitalization

21. City Administrator - Leadership Hire

EXHIBIT A-2
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-25

Major Accomplishments – Department Heads’ Responses

1. Jefferson Shared Use Path Improvements – West Central Ave, Greenwood Ave, East Lincoln Way, Daubendiek Park
2. New Animal Shelter & newly adopted 28E Agreement with the County
3. Behind City Hall Parking Lot
4. Disc Golf
5. Airport Runway and extension
6. Financial Policy
7. Park Equipment
8. Continue improvement of downtown buildings and businesses
9. Wastewater treatment plant improvements
10. City park improvements
11. Employee recruitment and retention
12. Thriving Communities Designation
13. Program in place for sidewalk improvements
14. Childcare Center
15. West Lincoln Way resurfacing
16. Increased pay for Police Department
17. Alleyways – arch alley, imagination alley, Sally’s alley
18. Partnership with Jefferson Matters - Main Street Program

19. Implementation of credit cards for department heads
20. Moving investment funds to local banks
21. Sick Leave Bank Policy
22. Improved S.O. P. with Lexipol – Police Department
23. Improved mandatory training for Police Department with Police One Academy
24. Installed more cameras across the City
25. New City Administrator hired and the improved vision for all city departments.
26. Sale of city buildings and lots for residential and commercial development
27. New Dog Park
28. All gravel roads and alleys are now hard surfaced.
29. Upper Story Housing Improvements
30. Sanitary sewer lining project
31. Water Main Replacement – 300 to 600 blocks of West Russell Street
32. Water Main Replacement – 200 block of Soak Street
33. Swimming Pool improvements
34. City Square Improvements - Façade Improvements
35. Bell Tower Festival Improvements
36. Support for construction of new jail
37. Library architectural feasibility study

EXHIBIT B-1
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-25

Issues and Concerns – Mayor & City Council Member Responses

1. Declining population trend, increasingly aging population
2. General inability of our area's major employers to fill current open jobs, let alone fulfill any plans for their growth or expansion
3. Stability of Police Department with current trend of police officer turnover
4. Identification of new business opportunities and attraction of same to Jefferson
5. Flat or declining revenue due to population trend coupled with state tax policies
6. Large & vocal concern for the renter's living environment
7. Need to update water treatment plant
8. General condition of streets and sidewalks
9. Cities are tasked with cleaning water that they have little say on how the water is polluted to start with, and are burdened with growing expenses related.
10. Funding for public schools needs to grow. Educators need adequate compensation for infrastructure and salaries, which severely impacts the City's ability to grow.
11. Cities need funding to incentivize better rainwater management practices for citizens, such as rain barrels, rain swails, permeable pavers, not using turf gras management chemicals, native plantings, etc. Rural land use is heavily subsidized, but not the urban areas.
12. As challenging as it is to attract and retain people in rural communities, programs that help make a community "pet friendly" would be beneficial. Minimally, this means funding assistance for animal control personnel. Dog parks and multi-use trail funding programs would also be useful.
13. Retaining the younger population
14. Retaining and transferring the ownership of local people businesses to the next generation

15. Retaining qualified city employees

16. High water rates

**EXHIBIT B-2
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-25**

Issues and Concerns – Department Heads' Responses

1. Aging Infrastructures and dramatic increases in costs
2. Population/Economic decline
3. Social media growth with continuing to provide excellent personal customer service
4. The complexity of human resources, work comp, OSHA and HR matters
5. Budget Challenges & loss of state revenues
6. More Pickleball Courts and entertainment for all ages
7. Engaging more young people to participate in community events and issues
8. Lack of local construction businesses, electricians, and other trades or service businesses
9. Aging Community Center Building
10. Issues concerning gender identity and city obligations
11. Police – recruitment and retention
12. More workforce to fill available jobs
13. Trouble attracting housing developers to rural areas
14. Opportunity to attract multi-cultural populations
15. Fire Station too small for apparatus
16. City removed eye wash station for Fire Department
17. Cost of living
18. Making the Fire Department pay the city back for a city fire truck

19. Limitation on city property tax revenues
20. Succession planning in all City departments
21. Policy on health insurance sinking fund
22. Rates increasing and never coming back down
23. Aging population and lower census count
24. Unfriendly interactions at the City Hall front counter
25. Policies on use of Grow Greene and Hotel/Motel tax dollars
26. Community not ready for Hispanic citizens in large numbers
27. Need training on cultures to be able to service Hispanic culture for schools, business, medical center & 1st responders.
28. The need for employee handbook updates
29. Spending City funds for large housing projects
30. Water plant upgrades/aging plant – filter room & safety for entry
31. Water main replacements/valve replacements
32. Water Meter Replacement/City Wide Radio Read
33. Overall lack of housing
34. Lack of restaurants and need for more businesses on the Downtown Square
35. Need to update skate park and splash pad

**EXHIBIT C – FINAL
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-2025**

Significant Initiatives, Programs & Policies – Overall Rankings

Program/Policy	Dept. Head Votes	Mayor/Council Votes
1. Police Officer Retention Program	6	5
2. Continue to support departments in attracting and retaining qualified employees and doing succession planning	5	5
3. Consider hiring an animal control officer	2	5
4. Citizen engagement – information flow to and from citizens and an outreach initiative that has the City making an effort to communicate with citizens – Regular reminders about trash/recycling, monetary programs updates on projects, etc.	8	4
5. Employee Handbook Update: <ul style="list-style-type: none"> • Review, evaluate, and update, personnel policies • Health Insurance Sinking Policy • Longevity (non-union) Policy • Remote Work Policy • Sick leave and complaint policy • Universal time clock system 	7	4
6. Implement a capital improvements plan (CIP) and capital purchase process and develop an overall equipment replacement plan.	7	4
7. Develop and evaluate a comprehensive housing program to include mixes of single family and multi family considerations that expand availability/affordability for potential new residents.	6	4
8. Quarterly check in with department heads and their staff.	3	4
9. Develop program to attract new industries	1	4
10. Expand tourism efforts	0	4
11. Push for paperless accounts payable, accounts receivable, and utility billing	6	3
12. Incentives for residents to keep their properties in good repair – street appeal, good impressions are made by visitors (potential residents) when downtown stores, city approaches, and homes are well cared for, inspires pride of place.	4	3
13. Zoning and planning evaluations of sites/areas for potential new residential and commercial development – Pursue zoning changes as appropriate and revisit and update City Comprehensive Plan	1	3

14. Enforce our cat colony ordinance	0	3
15. Support the 3-block development project	7	2
16. Incentives for employee retention for department heads – creating a good work environment and being a good leader should be rewarded	3	2
17. Update payroll process	2	2
18. Revisit chicken ordinance and regulations	2	2
19. Recruit housing developers	0	2
20. Review ordinances – city code update	5	1
21. Succession Planning for every position – write a manual on how to do the job	4	1
22. Volunteer fire fighter initiative and Fire Department Policy	3	1
23. City Council Procedures Policy	1	1
24. Evaluate new DOT proposals for Highway 4 from Lincolnway to Highway 30, and speed limit considerations from Highway 30 to the southern part of city.	0	1
25. Job description updates – ordinance changes on jobs that have been added/changed	3	0
26. Use SOP in all departments	2	0
27. Conduct City Employee Salary and Wage Analysis	2	0
28. Annual rental unit housing inspection program	1	0
29. Waiving or Reducing Fees Policy - Utilities	1	0
30. Water and Wastewater Billing and Collection Policy	1	0
31. Safety Committee/Policy	1	0
32. Offer more e-commerce options	1	0
33. More professional development courses	1	0
34. Inventory and evaluate city wide lead water pipe inventory and prioritize potential future city action steps	0	0
35. Review water, sewer rates, sanitation, and recycling rates	0	0
36. Continue Financial Committee Profit - Loss reviews	0	0
37. City/county disaster plan – need to update?	0	0
38. Review City hours of operation	0	0
39. Prepare policy regarding dumping at Daubendiek Park	0	0
40. Change the culture of City	0	0

**EXHIBIT D – FINAL
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-2025**

Capital Projects & Equipment Purchases – Overall Rankings

Capital Projects & Equipment Purchases	Dept. Head Votes	Mayor/Council Votes
1. Sidewalk projects – Westwood Dr. Neighborhood, Chestnut and West Lincoln Way	7	6
2. Golf Course Improvements	-	6
3. Water Plant Upgrade - \$12 million	9	5
4. Continue to upgrade law enforcement rolling stock and replace in car and body cameras	4	5
5. Facilitate new owner transition and rehabilitation assistance for old Penny's building on SE square. Complete building improvements on or near Square that are currently in progress or in the pipeline.	0	5
6. Water main replacement program	5	4
7. Daubendiek Park Improvements <ul style="list-style-type: none"> • Electricity • Paved Road • Running water 	2	4
8. Bandshell/stage at one of the parks for outdoor music concerts	1	4
9. Refurbish East Lincolnway Highway from Locust to Cemetery	0	4
10. Sidewalk replacement project/handicap access at all intersection and build a priority timeline for new sidewalk and shared use path construction projects.	3	3
11. Construction of new public library - \$9 to \$10 million Estimate	9	3
12. New recycling truck and Sanitation trucks – consider automated single-stream recycling - \$730,000	8	3
13. Replace 1996 fire apparatus - \$320,000	1	1
14. Water Tower painting and coating	1	1
15. City would be a driver for development and growth when presented appropriate opportunities, such as with street and utility development.	0	1
16. Purchase lots, concrete plant, and county wide electric	0	1
17. New indoor swimming pool	0	1
18. Fire Station - \$500,000 to \$800,000	10	0
19. Replace dump truck/snowplow - \$140,000	7	0
20. Street maintenance program – Seal Coat Streets and Crack fill Streets	5	0
21. Update water meters and meter reading equipment	5	0

EXHIBIT E-1
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-25

Teamwork Suggestions – Mayor & City Council Responses

1. The City Council is working pretty well right now, due primarily to the active involvement of council members in their respective committee assignments.
2. Goals and Objectives will need to become (continue as) an active agenda item for respective committee. Objectives then vetted there, and any recommendations clearly communicated to council as far in advance of a needed decision as is practical.
3. Alternatives, reasoning, and potential economic considerations are always valuable for a solid final decision.
4. Communicating the desired outcome and the “why” from committee deliberations is essential.
5. Continue the city council committee system
6. Ensure the city is represented on boards and other city groups
7. Continue to provide information to all city department heads.
8. The current system of doing the work at the committee level and communicating as much as possible ahead of council meetings has worked well. Avoid hashing out unnecessary components at council meetings. If council needs more time to work on an item and is not ready to vote, delay having it on an agenda.
9. Communication largely flows through city hall for the mayor and council people. The more we are kept abreast of things the better. Email and texts are good for this.
10. Is it possible/normal for the mayor to communicate more regularly with council people?

18. Train and cross train employees – involve employees in meetings that effect their jobs
19. City Council “Meet & Greet” for all City employees
20. City Council unifying vision and mission statement with verbal review and explanation
21. Continue to back and support City Staff/Council Committee recommendations
22. Continue to have department head meetings and council representation at departmental meetings to keep good communication and general sense of one city working together.
23. Ask for citizen input on priority rankings; community satisfaction survey including servies provided by all departments.

EXHIBIT E-2
JEFFERSON, IOWA
GOAL SETTING SESSION 2024-25

Teamwork Suggestions – Department Heads Responses

1. Council Orientation Program
2. Communication and Engagement with the Public to build strong relationships.
3. Focus on Interests
4. Read Council Packets
5. Team Building
6. Diversity, goals and support each other
7. Road trip for the council members to look over improvement areas in the city.
8. Treat all departments equally
9. Share committee agendas and minutes
10. Volunteer as a whole Council at Community Events
11. Mentorship between council and department heads – Identify issues and concerns
12. Community volunteerism during workplace hours - Main Street, Kiwanis, Rotary
13. Group calendars for vacation days
14. Entire staff reading city council packets
15. Finding creative outlets to break up day to day tasks
16. Open and Consistent Communication – ability to work with others to help obtain their potential and achieve shared goals.
17. Inclusion (help each other to be successful) discipline, - Don't make employees feel undervalued and differential treatment

Budgets due to Sarah	Dec 8
Rough Budget to Finance Committee	Dec 18
Budget Workshop to Council	Jan 9 or/and Jan 23
Set Property Tax Hearing for April 2	February 6
Send Property Tax Rate Levy to Auditor's Office	February 7
Send publication to newspaper for March 21	March 18
Auditors Mail Out Property Tax Rate	March 20
Publication in newspapers for Property Tax Rate	March 21
Hold Property Tax Hearing (open/close, only item on agenda)	April 2* special meeting
Set Public Hearing for full budget adoption for April 23	April 2 (separate meeting)
Send budget to newspaper for publication for April 11	April 8
Publication to begin in paper for budget adoption	April 11
Public Hearing & Adoption of full budget	April 23
Submit Budget to Auditor's office	April 24

**SPECIAL CITY COUNCIL MEETING
NOVEMBER 21, 2023
5:30 P.M.**

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

Mayor Pro Tem Zmolek presided.

Council met for Strategic Planning and Goal Setting Session.

No action taken.

There being no further business the Council agreed to adjourn at 8:57 p.m.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk

COUNCIL MEETING

NOVEMBER 28, 2023

5:30 P.M.

PRESENT: Ahrenholtz, Sloan, Wetrich, Zmolek
ABSENT: Jackson

Mayor Gordon presided.

No citizens spoke during open forum.

On motion by Wetrich, second by Sloan, the Council approved the following consent items: November 14, 2023 Council Minutes, Sewer forgiveness charges of \$133.28 for Brent & Loretta Goughnour and Class E Retail Liquor License for Hy-Vee, Inc.

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

ORDINANCE NO. 630

On motion by Ahrenholtz, second by Zmolek, the Council approved an Ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, regulating fencing materials.

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

ORDINANCE NO. 631

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

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

ORDINANCE NO. 632

On motion by Ahrenholtz, second by Sloan, the Council approved 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: Zmolek, Wetrich, Sloan, Ahrenholtz
NAY: None

RESOLUTION NO. 62-23

On motion by Sloan, second by Wetrich, the Council approved Resolution No. 62-23, a resolution proposing Grant of an Expanded Easement to Hardin Hilltop Wind, LLC, and setting public Hearing for December 12, 2023 at 5:30 p.m.

AYE: Ahrenholtz, Sloan, Wetrich, Zmolek

NAY: None

RESOLUTION NO. 63-23

On motion by Ahrenholtz, second by Zmolek, the Council approved Resolution No. 63-23, a resolution obligating funds from the Mark Bauer Subfund of the City of Jefferson Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment obligations scheduled to be paid in the next succeeding fiscal year, not to exceed \$53,000.00 for rebate payments under Lincoln Ridge Estates Development agreement.

AYE: Wetrich, Sloan, Zmolek, Ahrenholtz

NAY: None

RESOLUTION NO. 64-23

On motion by Wetrich, second by Sloan, the Council approved Resolution No. 64-23, a resolution obligating funds from the Tri-County Cash Lumber Subfund of the City of Jefferson Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment obligation scheduled to be paid in the next succeeding fiscal year, not to exceed \$8,000.00 for rebate payments under Briarwood Development agreement.

AYE: Ahrenholtz, Zmolek, Wetrich, Sloan

NAY: None

RESOLUTION NO. 65-23

On motion by Ahrenholtz, second by Zmolek, the Council approved Resolution No. 65-23, a resolution obligating funds from the Jefferson Hotel Group Subfund of the City of Jefferson Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment obligations scheduled to be paid in the next succeeding fiscal year, not to exceed \$101,200.00 for rebate payments under Jefferson Hotel Group, LLC agreement.

AYE: Zmolek, Ahrenholtz, Sloan, Wetrich

NAY: None

RESOLUTION NO. 66-23

On motion by Sloan, second by Ahenholtz, the Council approved Resolution No. 66-23, a resolution obligating funds from the Goodyear Tire Subfund of the City of Jefferson Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment obligation scheduled to be paid in the next succeeding fiscal year, not to exceed \$23,000.00 for rebate payments under Michael J. Wahl and Miranda J. Wahl agreement.

AYE: Wetrich, Zmolek, Ahrenholtz, Sloan

NAY: None

RESOLUTION NO. 67-23

On motion by Wetrich, second by Zmolek, the Council approved Resolution No. 67-23, a resolution obligating funds from the Clinic Subfund of the City of Jefferson Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment obligation scheduled to be paid in the next succeeding fiscal year, not to exceed \$17,500.00 for rebate payments under Jefferson Veterinary Clinic, L.C., which was assigned to BAM Properties of Iowa, LLC agreement.

AYE: Ahrenholtz, Wetrich, Sloan, Zmolek

NAY: None

On motion by Ahrenholtz, second by Wetrich, the Council approved the fund request from the Children's Center in the amount of \$5,000.00.

AYE: Zmolek, Wetrich, Sloan, Ahrenholtz

NAY: None

RESOLUTION NO. 68-23

On motion by Wetrich, second by Sloan, the Council approved Resolution No. 68-23, a resolution approving a Façade Rehabilitation Grant for 212 East State Street for the Sierra Community Theatre in the amount of \$130,000.00.

AYE: Ahrenholtz, Sloan, Wetrich, Zmolek

NAY: None

On motion by Sloan, no second was made on approving the policies regarding the Animal Shelter and Dog Park and adjusting dog license fees. Motion dies with lack of second.

61

On motion by Wetrich, second by Ahrenholtz, the Council approved the first reading of an ordinance amending the code of ordinances of the City of Jefferson, Iowa, 2017, by amending pertaining to annoyances or disturbances caused by Dogs.

AYE: Ahrenholtz, Sloan, Wetrich, Zmolek

NAY: None

On motion by Ahrenholtz, second by Zmolek, the Council approved Wellmark Health Insurance effective January 1, 2024.

AYE: Wetrich, Sloan, Ahrenholtz, Zmolek

NAY: None

Ken Paxton, GCDC Director updated the Council on Greene County Development Corporation activity. Several Residents voiced their concerns on the Kading Properties housing project. On motion by Ahrenholtz, second by Zmolek, the Council approved the quarterly payment of \$12,500.00 to GCDC.

AYE: Ahrenholtz, Sloan, Wetrich, Zmolek

NAY: None

There being no further business the Council agreed to adjourn at 6:30 p.m.

Matt Gordon, Mayor

Roxanne Gorsuch, City Clerk

Jefferson Public Library

Meeting of the Board of Trustees
Monday, December 11, 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: website, AED training
 - D. Youth and adult programs
- VI. Old Business
 - A. City goal-setting session
 - B. Building expansion project update: Iowa library tours
 - C. Consideration of readiness study proposals
 - D. Greene County libraries FY25 budget proposal
 - E. Personnel
- VII. New Business
 - A. Furnace replacement
 - B. Holiday closings
- VIII. Next Meeting – Monday, January 8, 6:30 pm
- IX. Adjournment