

AGENDA

CITY COUNCIL MEETING

Tuesday, April 23, 2024

5:30 P.M.

CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER:

II. OPEN FORUM: This is a time for any concerned citizen of Jefferson to speak to the Council on an item that is not on the agenda. Limit of three minutes per speaker.

III. CONSENT ITEMS:

- A. 4/9/24 regular Council minutes.
- B. Approve hiring Carter Fecher as public works maintenance employe at \$13.50/hr.
- C. Approve hiring Nick Labath as golf course maintenance employe at \$13/hr.
- D. Approve hiring Tom Welch as golf course maintenance employe at \$13/hr.
- E. Approve GAX #1 of \$16,786 of CDBG funds for 100 East State Street
- F. Doc's Stadium, LLC d.b.a. Doc's Stadium Bar & Grill, Class C Retail Alcohol license.

IV. NEW BUSINESS:

- A. PUBLIC HEARING Regarding Proposed 2024-25 Budget.
- B. RESOLUTION Adopting 2024-25 Budget and Certification of City Taxes.
- C. Set Date for a Public Hearing on Proposed 2023-24 Budget Amendment
- D. RESOLUTION Awarding Private Placement of General Obligation Corporate Purpose Bonds, Series 2024
- E. Sewer bill forgiveness: 406 N. Cedar Street.
- F. Appoint Interim Water Superintendent and Set Wage.
- G. Consider Proposal from OPN Architects for Community Center Planning.
- H. Consider Change Order No. 4 for the Wastewater Treatment Plant Project.
- I. Consider Amendment to the Engineering Contract for the Wastewater Treatment Plant Project.
- J. Consider Purchase of Equipment for Public Works Department
- K. ORDINANCE – Recycling Changes
- L. RESOLUTION in Support of Workforce Housing Tax Incentive Application to be Submitted to the Iowa Economic Development Authority (IEDA) by Origin Homes, LLC for a Housing Project in Jefferson, Iowa.
- M. RESOLUTION Approving the Tentative Settlement Agreement Negotiated by EMC in the Matter Involving Jamie Brenner
- N. Hire Noah Luther as a Jefferson Patrol Officer at an annual salary of \$58,583.95.
- O. RESOLUTION: Approving 4 Line Ranch LLC Plat of Survey

V. REPORTS:

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

VI. ADJOURN.

TO: Mayor and City Council Members
FROM: Scott Peterson, City Administrator
SUBJECT: General Information Memo
Regular City Council Session
Tuesday, April 23, 2024 5:30 p.m.

FY 2024-25 Budget: The Council will hold a public hearing and consider passage of the proposed FY 2024-25 budget. The State Budget forms are included herein.

Budget Amendments: The Council is asked to set May 28th as the date for a public hearing on proposed FY 2023-24 Budget Amendments.

Bond Sale: Tim Oswald from Piper Sandler will be at the meeting to present bids from financial institutions regarding the sale of the \$1.7 million debt issuance.

High Sewer Bills: The Water, Sewer, Streets Committee recommends forgiveness of a sewer bill for the property at 406 N Cedar Street. Pipes froze in the crawl space and leaked into the ground. The billed sewer amount was \$470.94. The customer is responsible for the first \$100.00 per the policy so the recommended forgiveness is \$370.94. This is the second month of forgiveness as the water leak occurred in two billing periods.

Water Superintendent: Marty Murphy has resigned as Water Superintendent effective April 26th. Kyle DeMoss has seven years' experience in the Water Department and holds the proper licenses. It is proposed that Kyle be appointed as Interim Superintendent with a change in pay to \$32.09 / hr. while serving as Interim. The position will be posted for internal candidates and advertised for external candidates.

OPN Architects: The Park & Rec Commission proposes to hire OPN to do some visioning / planning for a proposed expansion at the Community Center. Denny Hammen will be at the Council meeting to discuss this. OPN has provided a Letter of Proposal, which is included herein. The costs would be paid by previously donated monies known as the Autenreith Funds.

WWTP Change Order #4: Shank Constructors is requesting a Change Order addressing three issues:

1. Epoxy injection to seal non-structural cracks in the existing disinfection structure. Cost \$34,036.41.
2. Installation of a railing system on the roof of the pre-treatment building for safety around the HVAC equipment. Cost: 17,432.04.
3. Extending the contract completion date by 200 days. This changes the substantial completion date to March 31, 2025 and the final completion date to June 30, 2025. This time extension is due to delays receiving electrical equipment, including switchgear and a transformer.

The Water, Sewer, Streets Committee recommends approval of Change Order #4.

WWTP Engineering Amendment: Due to the 200 day extension of the project completion date, Bolten & Menk requests an amendment to their professional services agreement. This increases the estimated total project engineering costs by \$120,000. The actual amount paid will be based on the actual number of additional hours worked.

Recycling Ordinance: Included herein is a proposed ordinance addressing issues relating to the roll-out of automated recycling. This proposed ordinance:

1. Uses the same language as the solid waste section to provide a recycling container to each residence.
2. Provides recycling containers to multi-family residences wishing to participate (up to one container for each three residences)
3. Provides recycling containers to those commercial businesses who want to participate.
4. Defines the locations where the containers can be set for collection.
5. States that collection in excess of one container per stop would incur an extra charge.

Housing Development: Origin Homes has chosen Jefferson to work with on a Workforce Housing Tax credit project. They propose to construct three single-family homes on City-owned lots at 504 & 508 Vine Street and 600 Lincoln Way. The Council is asked to pass a resolution supporting Origin's application to the WHTC program.

Settlement: The Council is asked to pass the resolution included herein approving the settlement with Jamie Brenner as negotiated by EMC.

COUNCIL MEETING

APRIL 9, 2024

5:30 P.M.

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

Mayor Berry presided.

No citizens spoke during Open Forum.

On motion by Wetrich, second by Zmolek, the Council approved the following consent items: March 26, 2024 Council Minutes, (2) April 2, 2024 Special Council Meetings, closure of North ½ of 100 block of South Chestnut Street on July 7th for Porch Fest, Army of Southwest Civil War Reenactors; waive noise ordinance for event in Chataqua Park on June 8th and 9th, Gax #9 of \$18,073 of CDBG funds for 123 North Chestnut Street and payment of monthly bills from City funds.

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

On motion by Ahrenholtz, second by Jackson, the Council approved the \$150,000 Forgivable Loan Application and \$60,000 Façade Rehabilitation Program Application for Pub Adventures LLC at 123 North Chestnut Street.

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

Chris Deal gave an update on The Forge.

RESOLUTION NO. 27-24

On motion by Jackson, and second Zmolek, the Council approved Resolution No. 27-24, a resolution authorizing use of City Controlled Area during Bell Tower Festival.

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

On motion by Zmolek, second by Wetrich, the Council approved Pay Estimate #14 to Shank Constructors, Inc. of \$644,423.24 for Wastewater Treatment Plant Project.

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

RESOLUTION NO. 28-24

On motion by Wetrich, and second Jackson, the Council approved Resolution No. 28-24, a resolution authorizing continuing participation in and support of the Bell Tower Community Foundation.

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

RESOLUTION NO. 29-24

On motion by Zmolek, and second Ahrenholtz, the Council approved Resolution No. 29-24, a resolution authorizing continuing support of Elder Serve, LTD.

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

RESOLUTION NO. 30-24

On motion by Wetrich, and second Ahrenholtz, the Council approved Resolution No. 30-24, a resolution authorizing continuing support of the Greene County Early Learning Center.

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

Ken Paxton, GCDC Director updated the Council on Greene County Development Corp. activities. On motion by Ahrenholtz, second by Jackson the Council approved the quarterly payment of \$12,500 to GCDC.

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

RESOLUTION NO. 31-24

On motion by Zmolek, and second Wetrich, the Council approved Resolution No. 31-24, a resolution approving 28E agreement with Greene County Development Corp.

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

On motion by Ahrenholtz, second by Wetrich, the Council moved to Closed Session to discuss strategy with counsel in matters that are presently in litigation where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, pursuant to Iowa Code Section 21.5(1)(c).

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

On motion by Sloan, second by Wetrich, the Council moved to exit closed session and return to open session.

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

Roll Call:

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

ABSENT: None

The following bills were approved for payment from the City funds:

A1 AUTOMOTIVE	PD BATTERY	38.00
ABBY JACOBSON	RN INSTR	60.00
ABC PEST CONTROL	PEST CONTR	555.89
ACCESS SYSTEMS LEASING	CPIER LSE	1,460.45
ACCO UNLIMITED CORP	WA CHEM	1,969.90
ACUSHNET COMPANY	GCRSE MERCH	2,186.78
ADVANCED WASTE SOLUTIONS	GCRSE PORT TOILET	120.00
AFLAC	AFLAC INS W/H	17.68
AG SOURCE COOP SERV	LAB TSTG	1,704.45
AHLBORN EQUIPMENT, INC.	RUT GLOVES;PANTS	239.41
ALEX AIR APPARATUS	JFD HOSE;ADAPTER;COUPLER	381.07
ALEXIS STEVENS	RN LIFESTYLE	50.00
ALLIANT ENERGY	UTILITIES	27,276.22
AMAZON CAPITAL SERV	SUPP;BOOKS	880.8
AMY BLUM	WA DEP REF	92.74
ANATOMY IT, LLC	SERV AGREE	2,263.73
ANTHONY MONTHEI	RN LIFESTYLE	289.12



REGION XII

COUNCIL OF GOVERNMENTS

Housing Services & Programs

Date: April 15, 2024
To: Roxanne Gorsuch
RE: GAX #1 Summary of Expenses

Please forward the following payments associated with GAX #1 within 10 days of receiving payment from IEDA for 100 East State Street, Jefferson, IA. IEDA contract #23-HSGU-003.

\$ 15,659.00	To	Why Not Us, LLC
<hr/>		<hr/>
\$1,127.00	To	Region XII COG (Administrative costs)
<hr/>		<hr/>
\$16,786.00		TOTAL GAX #1
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Thank You,

Karla Janning
Housing Programs Coordinator

Draw #1	Project Soft Costs	Rehabilitation Costs	Administrative Costs	CDBG Funded	Match Funded	Totals
100 East State Street Centennial Building Jefferson, IA	\$17,399.12	\$0.00	\$0.00	\$15,659.00	\$1,740.12	\$17,399.12
Pete Franks, Architect						\$0.00
					\$0.00	\$0.00
					\$0.00	\$0.00
					\$0.00	\$0.00
					\$0.00	\$0.00
					\$0.00	\$0.00
					\$0.00	\$0.00
					\$0.00	\$0.00
					\$0.00	\$0.00
Soft Cost & Construction Cost Total	\$17,399.12	\$0.00	\$0.00	\$15,659.00	\$1,740.12	\$17,399.12
Region XII COG						
Region XII COG			\$1,127.00		\$0.00	\$0.00
Administrative Total	\$0.00	\$0.00	\$1,127.00	\$0.00	\$0.00	\$0.00
Project Totals	\$17,399.12	\$15,659.00	\$1,127.00	\$15,659.00	\$1,740.12	\$18,526.12
Breakdown by Funding Source	CDBG (90%)	Match (10%)			CDBG Admin (100%)	Total CDBG
	\$16,786.00	\$1,740.12			\$0.00	\$16,786.00

FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES
The City of: JEFFERSON County Name: GREENE COUNTY

Adopted On: 4/23/2024 Resolution: 32-24

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

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

		With Gas & Electric			Without Gas & Electric		
Regular	2a	158,291,612	2b		155,426,007	City Number: 37-349 Last Official Census: 4,182	
DEBT SERVICE	3a	192,886,730	3b		190,021,125		
Ag Land	4a	2,358,986					

Consolidated General Fund Levy Calculation

	CGFL Max Rate	CGFL Max Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2024 Budget Data	8.37000	1,124,930	134,400,284	17.78
	Limitation Percentage			
	3			
	CGFL Max Rate	CGFL Max Dollars	Revenue Growth %	
Max Allowed CGFL for FY 2025	8.12621	1,286,311	14.35	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW			(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	8.12621	Consolidated General Fund			5	1,286,311	1,263,024	43	8.12621
		Non-Voted Other Permissible Levies							
384.12(1)	0.95000	Opr & Maint publicly owned Transit			7		0	45	0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)			11		0	49	0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs			14	99,355	97,556	52	0.62767
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.			462		0	465	0.00000
		Voted Other Permissible Levies							
28E.22	1.50000	Unified Law Enforcement			24		0	62	0.00000
		Total General Fund Regular Levies (5 thru 24)			25	1,385,666	1,360,580		
384.1	3.00375	Ag Land			26	7,086	7,086	63	3.00375
		Total General Fund Tax Levies (25 + 26)			27	1,392,752	1,367,666		Do Not Add
		Special Revenue Levies							
384.6	Amt Nec	Police & Fire Retirement			29		0		0.00000
	Amt Nec	FICA & IPERS (if general fund at levy limit)			30	287,303	282,101		1.81502
Rules	Amt Nec	Other Employee Benefits			31	383,750	376,802		2.42432
		Subtotal Employee Benefit Levy (29,30,31)			32	671,053	658,903	65	4.23934
			Valuation						
386	As Req	With Gas & Elec		Without Gas & Elec					
	SSMID 1 (A)	0 (B)		0	34		0	66	0.00000
	SSMID 2 (A)	0 (B)		0	35		0	67	0.00000
	SSMID 3 (A)	0 (B)		0	36		0	68	0.00000
	SSMID 4 (A)	0 (B)		0	37		0	69	0.00000
	SSMID 5 (A)	0 (B)		0	555		0	565	0.00000
	SSMID 6 (A)	0 (B)		0	556		0	566	0.00000
	SSMID 7 (A)	0 (B)		0	1177		0	1179	0.00000
	SSMID 8 (A)	0 (B)		0	1185		0	1187	0.00000
		Total Special Revenue Levies			39	671,053	658,903		
384.4	Amt Nec	Debt Service Levy 76.10(6)			40	365,050	359,626	70	1.89256
384.7	0.67500	Capital Projects (Capital Improv. Reserve)			41		0	71	0.00000
		Total Property Taxes (27+39+40+41)			42	2,428,855	2,386,195	72	14.88578

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following: Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

(City Representative)

(Date)

(County Auditor)

(Date)

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 4/2/2024 Meeting Time: 05:30 PM Meeting Location: Jefferson City Hall

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
 cityofjeffersoniowa.org

City Telephone Number
 (515) 386-3111

Iowa Department of Management	Current Year Certified Property Tax 2023 - 2024	Budget Year Effective Property Tax 2024 - 2025	Budget Year Proposed Property Tax 2024 - 2025
Taxable Valuations for Non-Debt Service	131,529,880	155,426,007	155,426,007
Consolidated General Fund	1,100,905	1,100,905	1,263,024
Operation & Maintenance of Public Transit	0	0	0
Aviation Authority	0	0	0
Liability, Property & Self Insurance	49,910	49,910	97,556
Support of Local Emergency Mgmt. Comm.	0	0	0
Unified Law Enforcement	0	0	0
Police & Fire Retirement	0	0	0
FICA & IPERS (If at General Fund Limit)	246,832	246,832	282,101
Other Employee Benefits	327,941	327,941	376,802
Capital Projects (Capital Improv. Reserve)	0	0	0
Taxable Value for Debt Service	166,543,146	190,021,125	190,021,125
Debt Service	355,555	355,555	359,626
CITY REGULAR TOTAL PROPERTY TAX	2,081,143	2,081,143	2,379,109
CITY REGULAR TAX RATE	15.25427	12.97344	14.88578
Taxable Value for City Ag Land	2,294,010	2,358,986	2,358,986
Ag Land	6,891	6,891	7,086
CITY AG LAND TAX RATE	3.00375	2.92117	3.00375
Tax Rate Comparison-Current VS. Proposed			
Residential property with an Actual/Assessed Value of \$100,000	Current Year Certified 2023/2024	Budget Year Proposed 2024/2025	Percent Change
City Regular Residential	834	690	-17.27
Commercial property with an Actual/Assessed Value of \$100,000	Current Year Certified 2023/2024	Budget Year Proposed 2024/2025	Percent Change
City Regular Commercial	834	690	-17.27

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and Commercial properties have the same Rollback Percentage at \$100,000 Actual/Assessed Valuation.

Reasons for tax increase if proposed exceeds the current:

Salaries increases lead to higher FICA, IPERS, & Other Employee Benefits. Increase in tort liability, property, equipment insurance.

NOTICE OF PUBLIC HEARING – PROPOSED BUDGET
Fiscal Year July 1, 2024 - June 30, 2025

City of: JEFFERSON

The City Council will conduct a public hearing on the proposed Budget at: Jefferson City Hall Meeting Date: 4/23/2024 Meeting Time: 05:30 AM
 At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property	14.88578
The estimated tax levy rate per \$1000 valuation on Agricultural land is	3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

Phone Number
 (515) 386-3111

City Clerk/Finance Officer's NAME
 Sarah Morlan

		Budget FY 2025	Re-estimated FY 2024	Actual FY 2023
Revenues & Other Financing Sources				
Taxes Levied on Property	1	2,386,195	2,208,353	2,320,219
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	2,386,195	2,208,353	2,320,219
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	1,200,006	1,200,034	1,197,532
Other City Taxes	6	827,160	729,124	777,728
Licenses & Permits	7	43,475	42,400	35,177
Use of Money and Property	8	202,610	160,080	166,127
Intergovernmental	9	3,072,143	8,262,676	2,468,630
Charges for Fees & Service	10	4,333,138	3,872,066	3,452,143
Special Assessments	11	0	0	0
Miscellaneous	12	598,850	1,143,048	780,800
Other Financing Sources	13	0	0	700,000
Transfers In	14	3,100,297	2,128,315	2,164,336
Total Revenues and Other Sources	15	15,763,874	19,746,096	14,062,692
Expenditures & Other Financing Uses				
Public Safety	16	1,201,979	1,197,208	1,722,006
Public Works	17	696,752	796,541	890,867
Health and Social Services	18	36,400	32,000	37,930
Culture and Recreation	19	1,694,163	1,397,584	1,592,494
Community and Economic Development	20	578,940	659,400	729,877
General Government	21	579,937	567,882	602,572
Debt Service	22	567,267	644,017	1,011,676
Capital Projects	23	1,365,000	1,243,750	2,322,024
Total Government Activities Expenditures	24	6,720,438	6,538,382	8,909,446
Business Type / Enterprises	25	4,949,701	8,184,229	7,113,636
Total ALL Expenditures	26	11,670,139	14,722,611	16,023,082
Transfers Out	27	3,100,297	2,128,315	2,164,336
Total ALL Expenditures/Transfers Out	28	14,770,436	16,850,926	18,187,418
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	993,438	2,895,170	-4,124,726
Beginning Fund Balance July 1	30	10,564,796	7,669,626	11,794,352
Ending Fund Balance June 30	31	11,558,234	10,564,796	7,669,626

FUND BALANCE

City Name: JEFFERSON
Fiscal Year July 1, 2024 - June 30, 2025

	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	TOTAL GOVERNMENT	PROPRIETARY	GRAND TOTAL
Annual Report FY 2023									
Beginning Fund Balance July 1	1	2,098,969	3,823,583	112,327	414,244	214,712	6,663,835	5,130,517	11,794,352
Actual Revenues Except Beg Balance	2	3,299,090	3,401,223	1,209,470	551,082	8,000	9,480,541	4,582,151	14,062,692
Actual Expenditures Except End Balance	3	3,567,002	4,167,938	1,172,599	963,444	0	10,882,659	7,304,759	18,187,418
Ending Fund Balance June 30	4	1,831,057	3,056,868	149,198	1,882	222,712	5,261,717	2,407,909	7,669,626
Re-Estimated FY 2024									
Beginning Fund Balance	5	1,831,057	3,056,868	149,198	1,882	222,712	5,261,717	2,407,909	7,669,626
Re-Est Revenues	6	3,207,903	2,223,367	1,200,034	3,000	7,000	7,002,986	12,743,110	19,746,096
Re-Est Expenditures	7	3,424,629	2,798,200	457,200	70,750	0	7,394,796	9,456,130	16,850,926
Ending Fund Balance	8	1,614,331	2,482,035	892,032	-65,868	229,712	4,869,907	5,694,889	10,564,796
Budget FY 2025									
Beginning Fund Balance	9	1,614,331	2,482,035	892,032	-65,868	229,712	4,869,907	5,694,889	10,564,796
Revenues	10	3,766,147	2,806,183	1,200,006	3,000	6,000	8,348,603	7,415,271	15,763,874
Expenditures	11	3,848,263	2,402,209	1,160,417	0	0	7,978,156	6,792,280	14,770,436
Ending Fund Balance	12	1,532,215	2,886,009	931,621	-62,868	235,712	5,240,354	6,317,880	11,558,234

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUES	TIF/SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
PUBLIC SAFETY										
Police Department/Crime Prevention	1,026,325	7,000						1,033,325	1,050,209	821,990
Jail								0	0	0
Emergency Management								0	0	0
Flood Control								0	0	0
Fire Department	105,900							105,900	102,674	73,051
Ambulance								0	0	0
Building Inspections								0	0	0
Miscellaneous Protective Services								0	0	0
Animal Control	60,304							60,304	41,875	27,551
Other Public Safety	2,450							2,450	2,450	799,414
TOTAL (lines 1 - 10)	1,194,979	7,000				0		1,201,979	1,197,208	1,722,006
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	121,050	448,202						569,252	655,041	784,920
Parking - Meter and Off-Street								0	0	0
Street Lighting		90,000						90,000	100,000	86,586
Traffic Control and Safety		7,500						7,500	7,500	3,500
Snow Removal		30,000						30,000	34,000	15,861
Highway Engineering								0	0	0
Street Cleaning								0	0	0
Airport								0	0	0
Garbage (if not Enterprise)								0	0	0
Other Public Works								0	0	0
TOTAL (lines 12 - 21)	121,050	575,702				0		696,752	796,541	890,867
HEALTH & SOCIAL SERVICES										
Welfare Assistance								0	0	0
City Hospital								0	0	0
Payments to Private Hospitals								0	0	0
Health Regulation and Inspection								0	0	0
Water, Air, and Mosquito Control								0	0	0
Community Mental Health								0	0	0
Other Health and Social Services	4,500	31,900						36,400	32,000	37,930
TOTAL (lines 23 - 29)	4,500	31,900				0		36,400	32,000	37,930
CULTURE & RECREATION										
Library Services	360,290	14,200						374,490	357,800	341,747
Museum, Band and Theater								0	0	0
Parks	158,255							158,255	156,246	150,385
Recreation	651,120	10,000						661,120	428,163	653,048
Cemetery	119,108							119,108	110,225	114,788
Community Center, Zoo, & Marina								0	0	0
Other Culture and Recreation	381,190							381,190	345,150	332,526
TOTAL (lines 31 - 37)	1,669,963	24,200				0		1,694,163	1,397,584	1,592,494

City Name: JEFFERSON
Fiscal Year July 1, 2024 - June 30, 2025

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39							0	0	0
Economic Development	40	201,740	357,200					538,940	629,400	696,588
Housing and Urban Renewal	41	20,000						20,000	30,000	33,289
Planning & Zoning	42							0	0	0
Other Com & Econ Development	43							0	0	0
TIF Rebates	44							0	0	0
TOTAL (lines 39 - 44)	45	201,740	357,200			0		578,940	659,400	729,877
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	107,084						107,084	114,090	93,078
Clerk, Treasurer, & Finance Adm.	47	44,599						44,599	43,018	41,982
Elections	48							0	0	0
Legal Services & City Attorney	49	60,000						60,000	46,900	76,233
City Hall & General Buildings	50	82,529						82,529	89,050	93,242
Tort Liability	51	65,000						65,000	51,000	63,798
Other General Government	52	220,725						220,725	223,824	234,239
TOTAL (lines 46 - 52)	53	579,937	0	567,267		0		579,937	567,882	602,572
DEBT SERVICE										
Gov Capital Projects	54			567,267				567,267	644,017	1,011,676
TIF Capital Projects	55	614,000						614,000	943,750	2,322,024
TOTAL CAPITAL PROJECTS	56	751,000				0		751,000	300,000	0
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	57	1,365,000	357,200	567,267	0	0		1,365,000	1,243,750	2,322,024
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59							1,208,378	1,159,752	869,054
Sewer Utility	60							651,552	711,140	1,449,894
Electric Utility	61							0	0	0
Gas Utility	62							0	0	0
Airport	63							97,700	25,500	89,180
Landfill/Garbage	64							640,366	579,591	550,496
Transit	65							0	0	0
Cable TV, Internet & Telephone	66							0	0	0
Housing Authority	67							0	0	0
Storm Water Utility	68							0	0	0
Other Business Type (city hosp., ISF, parking, etc.)	69							166,241	149,963	152,608
Enterprise DEBT SERVICE	70							2,000,000	4,000,000	568,550
Enterprise CAPITAL PROJECTS	71							185,464	1,558,283	3,433,854
Enterprise TIF CAPITAL PROJECTS	72							0	0	0
TOTAL Business Type Expenditures (lines 59 - 72)	73							4,949,701	8,184,229	7,113,636
TOTAL ALL EXPENDITURES (lines 58 + 73)	74	3,772,169	2,023,802	567,267	0	0		11,670,139	14,722,611	16,023,082
Regular Transfers Out	75	76,094	378,407					2,297,080	2,128,315	1,482,098
Internal TIF Loan / Repayment Transfers Out	76							803,217	0	682,238
Total ALL Transfers Out	77	76,094	378,407	0	0	0		3,100,297	2,128,315	2,164,336
Total Expenditures & Fund Transfers Out (lines 74+77)	78	3,848,263	2,402,209	567,267	0	0		14,770,436	16,850,926	18,187,418
Ending Fund Balance June 30	79	1,532,215	2,886,009	-282,335	-62,868	235,712	6,317,880	11,558,234	10,564,796	7,669,626

REVENUES DETAIL

City Name: JEFFERSON
Fiscal Year July 1, 2024 - June 30, 2025

	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
REVENUES & OTHER FINANCING SOURCES										
Taxes Levied on Property	1,367,666	658,903		359,626	0			2,386,195	2,208,353	2,320,219
Less: Uncollected Property Taxes - Levy Year								0	0	0
Net Current Property Taxes (line 1 minus line 2)	1,367,666	658,903		359,626	0			2,386,195	2,208,353	2,320,219
Delinquent Property Taxes								0	0	0
TIF Revenues			1,200,006					1,200,006	1,200,034	1,197,532
Other City Taxes:										
Utility Tax Replacement Excise Taxes	25,086	12,150		5,424	0			42,660	0	0
Utility franchise tax (Iowa Code Chapter 364.2)								0	0	0
Parimutuel wager tax								0	0	0
Gaming wager tax								0	0	0
Mobile Home Taxes								0	0	0
Hotel/Motel Taxes	162,500							162,500	166,000	152,507
Other Local Option Taxes		622,000						622,000	563,124	625,221
Subtotal - Other City Taxes (lines 6 thru 12)	187,586	634,150		5,424	0			827,160	729,124	777,728
Licenses & Permits	43,475							43,475	42,400	35,177
Use of Money & Property	62,640	5,626			3,000		131,344	202,610	160,080	166,127
Intergovernmental:										
Federal Grants & Reimbursements							148,650	148,650	450,000	1,355,268
Road Use Taxes		646,206						646,206	624,428	575,490
Other State Grants & Reimbursements		4,200					2,000,000	2,004,200	7,020,467	310,246
Local Grants & Reimbursements	264,087	9,000						273,087	167,781	227,626
Subtotal - Intergovernmental (lines 16 thru 19)	264,087	659,406	0	0	0		2,148,650	3,072,143	8,262,676	2,468,630
Charges for Fees & Service:										
Water Utility							1,492,900	1,492,900	1,415,500	1,174,868
Sewer Utility							1,583,098	1,583,098	1,280,461	1,096,229
Electric Utility								0	0	0
Gas Utility								0	0	0
Parking								0	0	0
Airport								0	0	0
Landfill/Garbage							645,700	645,700	583,015	575,258
Hospital								0	0	0
Transit								0	0	0
Cable TV, Internet & Telephone								0	0	0
Housing Authority								0	0	0
Storm Water Utility								0	0	0
Other Fees & Charges for Service	385,440						226,000	611,440	593,090	605,788
Subtotal - Charges for Service (lines 21 thru 33)	385,440	0	0	0	0	0	3,947,698	4,333,138	3,872,066	3,452,143
Special Assessments								0	0	0
Miscellaneous	436,350	55,500				6,000	101,000	598,850	1,143,048	780,800
Other Financing Sources:										
Regular Operating Transfers In	1,018,903	191,598					1,086,579	2,297,080	2,128,315	1,482,098
Internal TIF Loan Transfers In		601,000		202,217				803,217	0	682,238
Subtotal ALL Operating Transfers In	1,018,903	792,598	0	202,217	0	0	1,086,579	3,100,297	2,128,315	2,164,336
Proceeds of Debt (Excluding TIF Internal Borrowing)								0	0	700,000
Proceeds of Capital Asset Sales								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	1,018,903	792,598	0	202,217	0	0	1,086,579	3,100,297	2,128,315	2,864,336
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 30, 34, 35, 36, & 41)	3,766,147	2,806,183	1,200,006	567,267	3,000	6,000	7,415,271	15,763,874	19,746,096	14,062,692
Beginning Fund Balance July 1	1,614,331	2,482,035	892,032	-282,335	-65,868	229,712	5,694,889	10,564,796	7,669,626	11,794,352
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	5,380,478	5,288,218	2,092,038	284,932	-62,868	235,712	13,110,160	26,328,670	27,415,722	25,857,044

ADOPTED BUDGET SUMMARY

City Name: **JEFFERSON**
 Fiscal Year July 1, 2024 – June 30, 2025

	GENERAL	SPECIAL REVENUES	TIF/SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2025	RE-ESTIMATED 2024	ACTUAL 2023
Revenues & Other Financing Sources										
Taxes Levied on Property	1,367,666	658,903		359,626	0			2,386,195	2,208,353	2,320,219
Less: Uncollected Property Taxes-Levy Year	0	0		0	0			0	0	0
Net Current Property Taxes	1,367,666	658,903		359,626	0			2,386,195	2,208,353	2,320,219
Delinquent Property Taxes	0	0		0	0			0	0	0
TIF Revenues			1,200,006					1,200,006	1,200,034	1,197,532
Other City Taxes	187,586	634,150		5,424	0			827,160	729,124	777,728
Licenses & Permits	43,475	0						43,475	42,400	35,177
Use of Money and Property	62,640	5,626		0	3,000	0	131,344	202,610	160,080	166,127
Intergovernmental	264,087	659,406		0	0	0	2,148,650	3,072,143	8,262,676	2,468,630
Charges for Fees & Service	385,440	0		0	0	0	3,947,698	4,333,138	3,872,066	3,452,143
Special Assessments	0	0		0	0	0	0	0	0	0
Miscellaneous	436,350	55,500		0	0	6,000	101,000	598,850	1,143,048	780,800
Sub-Total Revenues	2,747,244	2,013,585	1,200,006	365,050	3,000	6,000	6,328,692	12,663,577	17,617,781	11,198,356
Other Financing Sources:										
Total Transfers In	1,018,903	792,598		202,217	0	0	1,086,579	3,100,297	2,128,315	2,164,336
Proceeds of Debt	0	0		0	0	0	0	0	0	700,000
Proceeds of Capital Asset Sales	0	0		0	0	0	0	0	0	0
Total Revenues and Other Sources	3,766,147	2,806,183	1,200,006	567,267	3,000	6,000	7,415,271	15,763,874	19,746,096	14,062,692
Expenditures & Other Financing Uses										
Public Safety	1,194,979	7,000				0		1,201,979	1,197,208	1,722,006
Public Works	121,050	575,702				0		696,752	796,541	890,867
Health and Social Services	4,500	31,900				0		36,400	32,000	37,930
Culture and Recreation	1,669,963	24,200				0		1,694,163	1,397,584	1,592,494
Community and Economic Development	201,740	20,000	357,200			0		578,940	659,400	729,877
General Government	579,937	0				0		579,937	567,882	602,572
Debt Service	0	0		567,267		0		567,267	644,017	1,011,676
Capital Projects	0	1,365,000			0	0		1,365,000	1,243,750	2,322,024
Total Government Activities Expenditures	3,772,169	2,023,802	357,200	567,267	0	0		6,720,438	6,538,382	8,909,446
Business Type Proprietary: Enterprise & ISF							4,949,701	4,949,701	8,184,229	7,113,636
Total Gov & Bus Type Expenditures	3,772,169	2,023,802	357,200	567,267	0	0	4,949,701	4,949,701	14,722,611	16,023,082
Total Transfers Out	76,094	378,407	803,217	0	0	0	1,842,579	3,100,297	2,128,315	2,164,336
Total ALL Expenditures/Fund Transfers Out	3,848,263	2,402,209	1,160,417	567,267	0	0	6,792,280	14,770,436	16,850,926	18,187,418
Excess Revenues & Other Sources Over										
(Under) Expenditures/Transfers Out	-82,116	403,974	39,589	0	3,000	6,000	622,991	993,438	2,895,170	-4,124,726
Beginning Fund Balance July 1	1,614,331	2,482,035	892,032	-282,335	-65,868	229,712	5,694,889	10,564,796	7,669,626	11,794,352
Ending Fund Balance June 30	1,532,215	2,886,009	931,621	-282,335	-62,868	235,712	6,317,880	11,558,234	10,564,796	7,669,626

LONG TERM DEBT SCHEDULE - LT DEBT1

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name	Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
2019 G.O. Corp Purpose Bond, Series 2019	2,460,000	GO	30-19	115,000	64,800	179,800	600			180,400
2021A G.O. Corp Purpose Bond, Series 2021A(Refunding)	3,585,000	GO	32-21	180,000	37,600	217,600	600		180,700	37,500
2021B Taxable G.O. Urban Renewal Bond, Series 2021B (Dntw)	1,755,000	GO	32-21	0	20,917	20,917	600		21,517	0
2022 Sewer Revenue Bond (SRF)	19,750,000	NON-GO	82-22	414,000	390,280	804,280	46,988		851,268	0
2024 G.O Corp Purpose Bond, Series 2024	1,785,881	GO	14-24	80,000	67,150	147,150				147,150
6										
7										
8										
9										
10										
11										
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28										
29										
30										
TOTALS				789,000	580,747	1,369,747	48,788	0	1,053,485	365,050

RESOLUTION NO. _____

Resolution Awarding Private Placement of General Obligation Corporate Purpose Bonds, Series 2024

WHEREAS, the City of Jefferson (the “City”), in Greene County, State of Iowa proposes to enter into a General Obligation Loan Agreement (the “Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$1,700,000 for the purpose of paying the costs, to that extent, of (a) constructing street, water system, sanitary sewer system, storm water drainage and sidewalk improvements; (b) acquiring and installing street lighting, signage and signalization improvements; and (c) acquiring vehicles and equipment for the collection of solid waste; and has published notice of the proposed action and has held a hearing thereon on February 13, 2024; and

WHEREAS, the City Council has made provision and has authorized a term sheet (the “Term Sheet”) for use by Piper Sandler & Co. (the “Placement Agent”) in negotiating the Loan Agreement and providing for the private placement of General Obligation Corporate Purpose Bonds, Series 2024 (the “Bonds”); and

WHEREAS, upon due consideration and advice from the Placement Agent, the private placement proposal of _____, _____, _____ (the “Lender”), is the best, such proposal proposing the lowest interest cost to the City for the Bonds;

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

Section 1. The private placement proposal of the Lender referred to in the preamble is hereby accepted, and the Bonds are hereby awarded to the Lender on the terms reported by the Placement Agent. The Mayor, City Clerk and/or City Administrator, are hereby authorized to execute such documents, with advice from Bond Counsel and the Placement Agent, as may be necessary to effectuate the private placement of the Bonds to the Lender. The City Council hereby determines to enter into a Loan Agreement in the future with the Lender and orders that the Bonds be issued at such time, in evidence thereof.

Section 2. Further action with respect to the approval of the Loan Agreement and the issuance of the Bonds is hereby adjourned to the City Council meeting to be held on May 14, 2024.

Section 3. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved April 23, 2024.

Mayor

Attest:

City Clerk

••••

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk



EXHIBIT C

Cedar Rapids
200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines
100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City
24 1/2 S. Clinton Street
Iowa City, Iowa 52240
(319) 363-6018

Madison
301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

opnarchitects.com

April 8, 2024

Mr. Dennis Hammen, Director
Greene County Community Center
204 West Harrison Street
Jefferson, IA 50129

RE: Greene County Community Center
Gymnasium Addition
Professional Services Proposal - OPN Architects

Denny:

OPN Architects is pleased to provide this summary of professional design services for the planning and concept design of the gymnasium addition to the Greene County Community Center. We appreciate the opportunity to continue our service and look forward to beginning design with you.

We offer the following description of our services to address this work for your consideration:

Project criteria

Based upon our recent discussions on desired improvements that will include both renovations and addition(s) to the Greene County Community Center.

Site Location: Greene County Community Center, 204 W. Harrison St, Jefferson, IA 50129.

Project's physical characteristics: Existing metal building including a gym, fitness center, locker rooms, community room, and various support spaces.

Building Program & Scope: As OPN understands the program currently, a multipurpose addition(s) to the current facility will be used to enhance and expand programs and activities. Addition to be on the west or south side of the existing building. Additional 2 full sized basketball courts, added space for weight and fitness equipment, batting cages and spectator support.

Project Schedule

OPN proposes a schedule as shown below.

- Kick offApril 2024
- Visioning and Concept Development5-6 week
- Final PresentationJune 2024
- Fundraising SupportTo Be Determined



Project Team

OPN Architects, Inc. includes the following consultant team within our Scope of Work:

Architect	OPN Architects, Inc. Kristin Lewis AIA, Principal Ken Hagen AIA, Project Manager
MEPT Engineer	Modus Engineering Chris Deal PE, Partner

Scope of Services

This proposal includes an analysis and subsequent report for the addition and renovation of the Greene County Community Center. Scope of Work will include:

1. Visioning and Engagement:
 - a. 1 meeting with the board and stakeholders to set direction for program needs and concept.
2. Concept Development
 - a. Will utilize information gathered from visioning and engagement to develop (3) three concepts with associated cost for review and comment
 - b. Once a concept is selected, 2-3 renders will be provided for use in the subsequent report and for the use of the Community Center.
 - c. 3 meetings total. 1 meeting for visioning, 1 meeting for concept review and 1 meeting for final review.
3. Deliverable:
 - a. A final presentation showing the final concept floor plan, renderings, and cost estimate.
4. Fundraising Support – additional service
 - a. If fundraising support is desired, the scope of this service would be negotiated at a later date as this service is tailored to the need of type and effort of support needed.
 - b. These services could include, but not limited to
 - i. Additional Presentation Graphics
 - ii. Graphic boards and materials used in conjunction with
 - iii. Photorealistic renderings
 - iv. Virtual and augmented reality



Compensation

The professional fee the scope of services outlined in this proposal will be a lump sum fixed fee of **Thirty One Thousand Eight Hundred and Forty dollars (31,840.00)** for basic supplemental services or reimbursable expenses if necessary. This fee is summarized below.

Design Fee Breakdown per Discipline:

Planning and Concept Services:

Architectural services - OPN Architects

Visioning and Engagement	\$	5,520
Concept Development	\$	13,320
Fundraising Support	\$	TBD
Total Architectural Services	\$	18,840

MEPTS engineering services - Modus Engineering

Visioning and Engagement	\$	500
Concept Development	\$	2,500
Fundraising Support	\$	TBD
Total MEPT Services	\$	3,000

Total Compensation Summary

Visioning and Engagement	\$	6,020
Concept Development	\$	15,820
Fundraising Support	\$	TBD
Site Topographic and Boundary Survey	\$	10,000
Total	\$	31,840

The project will be invoiced monthly as a percentage of work completed and commensurate with the work plan schedule. Any services if required beyond those described within the Agreement will be reviewed with the client to understand impact to scope of work or related fees.

Refer to attachment for standard hourly rates.

Reimbursable Expenses

Reimbursable expenses are in addition to the above fee and will be invoiced at 1.1 times actual cost. Reimbursable expenses include: authorized out-of-town travel, courier services, express mail, plan review fees, reproduction of project documents, photography, out-of-house digital processing, physical models, meals and mileage at the government standard rate.

Estimated Reimbursable Expenses	\$	2,000
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Exclusions and Additional Services – Available Upon Request

Geotechnical Services
Hazardous Material Investigation or Abatement
LEED Design Services
Signage / Donor Recognition Design
Printing Costs

Contract Agreement

This Letter of Proposal is intended to document the primary issues concerning our Agreement Between Owner and Architect. Once details of this proposal are confirmed, we will provide you with the AIA B101 – 2017, Standard Form of Agreement Between the Owner and Architect.

We are pleased to be assisting with the concept and development of the Greene County Community Center. We are looking forward to the continued partnership with GCCC and the community.

Thank you,

A handwritten signature in cursive script that reads 'Kristin Lewis'.

Kristin Lewis, AIA
OPN Architects, Principal

Encl: Attachment A - OPN Hourly Rates

SECTION 00991 – CHANGE ORDER

(Instructions on reverse side)

No. 4

PROJECT: Wastewater Treatment Facility Improvements

DATE OF ISSUANCE: April 15, 2024

EFFECTIVE DATE: April 15, 2024

OWNER: City of Jefferson, IA

ENGINEER'S Project No.: OM2.123801

CONTRACTOR: Shank Constructors

ENGINEER: Bolton & Menk, Inc.

You are directed to make the following changes in the Contract Documents.

Description:

- Epoxy injection to seal non-structural cracks in existing disinfection structure.
- Installation of railing system on roof of pretreatment building for safety around HVAC equipment.
- Time extension due to delay in switchboard and transformer delivery schedules.

Reason for Change Order:

Non-structural cracks were discovered in existing disinfection structure and need to be sealed to prevent leakage. New HVAC equipment on roof of pretreatment structure is larger than existing and will be closer to edge of roof – safety railing is required. Switchboard and transformer delivery lead times are longer than anticipated, outside of contractor's control.

Attachments: (List documents supporting change)

Contractor's Potential Change Orders #015, dated 4/10/2024 and #016, dated 4/11/2024 from Shank Constructors Letter from Shank Constructors., dated 4/15/2024

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price	Original Contract Times
<u>\$17,504,700.00</u>	Substantial Completion : <u>610</u> days or dates Ready for final payment : <u>735</u> days or dates
Net changes from previous Change Orders No. <u>1</u> to No. <u>3</u>	Net changes from previous Change Orders No. <u>--</u> to No. <u>3</u>
<u>\$365,228.16</u>	<u>00</u> days
Contract Price Prior to this Change Order	Contract Times prior to this Change Order
<u>\$17,869,928.16</u>	Substantial Completion : <u>610</u> days or dates Ready for final payment : <u>735</u> days or dates
Net <u>increase</u> (Increase/Decrease/No Change) of this Change Order	Net <u>increase</u> (Increase/Decrease/No Change) of this Change Order
<u>\$51,468.45</u>	<u>200/166</u> days
Contract Price with all approved Change Orders	Contract Times with all approved Change Orders
<u>\$17,921,396.61</u>	Substantial Completion : <u>810</u> days or dates Ready for final payment : <u>901</u> days or dates

RECOMMENDED:

By: 
Engineer (Authorized Signature)

APPROVED:

By: _____
Owner (Authorized Signature)

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: 4/15/2024

Date: _____

Date: _____

EJCDC No. 1910C8-B (1990 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America.

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating change order items to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed, any effect of a Change Order thereon should be addressed.

For supplemental instructions and monitor changes not involving a change in the Contract Price or Contract Times, a Field Order may be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer initiates the form, including a description of the changes involved and attachment based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to Owner for approval. Engineer should make distribution of executed copies after approval by Owner.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.



PCO #015

Shank Constructors
 3501 85th Ave N
 Minneapolis, Minnesota 55443
 Phone: (763) 424-8300

Project: 1316 - Jefferson WWTF Improvements
 605 W. Russell St.
 Jefferson, Iowa 50129
 Phone: 515-386-4711

Prime Contract Potential Change Order #015: CE #042 - Epoxy Injection For

TO:	City of Jefferson 605 W. Russell St. Jefferson, Iowa 50129	FROM:	Shank Constructors 3501 85th Ave N Brooklyn Park, Minnesota 55443
PCO NUMBER/REVISION:	015 / 0	CONTRACT:	1 - Waste Water Treatment Facilities Improvements - Jefferson, IA
REQUEST RECEIVED FROM:		CREATED BY:	Carson Velcheck (Shank Constructors)
STATUS:	Pending - In Review	CREATED DATE:	4/10/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$34,036.41

POTENTIAL CHANGE ORDER TITLE: CE #042 - Epoxy Injection For

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #042 - Epoxy Injection For Existing UV Structure

Provide cost to epoxy inject the 19 vertical wall cracks and the 1 horizontal crack between the slab and wall.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	1565-56670.000.Labor Therm/Moisture Protection	Labor For epoxy Injection	\$19,108.63
2	1565-56670.000.Material Therm/Moisture Protection	Material and Equipment For Epoxy Injection	\$7,616.40
3	1555-58010.000.Labor Jobsite Superintendent	Supervision	\$1,200.00
Subtotal:			\$27,925.03
Small Tools (5.00% Applies to Labor.):			\$1,015.43
Safety (0.50% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$144.70
Clean Up (0.25% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$72.71
Subcontract Fee (5.00% Applies to Subcontract.):			\$0.00
Contractor Fee (15.00% Applies to Material, Other, Labor, and Equipment.):			\$4,373.68
Bond (0.75% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$251.49
Insurance (0.75% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$253.37
Grand Total:			\$34,036.41

Katie Sterk (Bolton & Menk, Inc. - MN)
 1960 Premier Drive
 Mankato, Minnesota 56001-5900

City of Jefferson
 605 W. Russell St.
 Jefferson, Iowa 50129

Shank Constructors
 3501 85th Ave N
 Brooklyn Park, Minnesota 55443

SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____



PCO #016

Shank Constructors
 3501 85th Ave N
 Minneapolis, Minnesota 55443
 Phone: (763) 424-8300

Project: 1316 - Jefferson WWTF Improvements
 605 W. Russell St.
 Jefferson, Iowa 50129
 Phone: 515-386-4711

Prime Contract Potential Change Order #016: CE #019 - PR #06 - Biosolids Control Complex Roof Edge

TO:	City of Jefferson 605 W. Russell St. Jefferson, Iowa 50129	FROM:	Shank Constructors 3501 85th Ave N Brooklyn Park, Minnesota 55443
PCO NUMBER/REVISION:	016 / 0	CONTRACT:	1 - Waste Water Treatment Facilities Improvements - Jefferson, IA
REQUEST RECEIVED FROM:		CREATED BY:	Carson Velcheck (Shank Constructors)
STATUS:	Pending - In Review	CREATED DATE:	4/11/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$17,432.04

POTENTIAL CHANGE ORDER TITLE: CE #019 - PR #06 - Biosolids Control Complex Roof Edge

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #019 - PR #06 - Biosolids Control Complex Roof Edge

Provide procurement, equipment, and installation costs for adding the KeeGuard roof edge protection system around the southeast portion of the Biosolids Control Complex building roof (see attachment).

ATTACHMENTS:

[JH022407 Shank Constructors KeeGuard Jefferson_239945637.pdf](#) , [_2024-01-24 123801 Proposal Request 6.pdf](#)

#	Budget Code	Description	Amount
1	40-4650.000.Material Metals	KeeGuard Roof Edge Material	\$11,766.60
2	1565-56650.000.Labor Metals	KeeGuard Roof Edge Installation	\$2,630.00
3	1555-58010.000.Labor Jobsite Superintendent	Supervision	\$280.00
Subtotal:			\$14,676.60
Small Tools (5.00% Applies to Labor.):			\$145.50
Safety (0.50% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$74.11
Clean Up (0.25% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$37.24
Subcontract Fee (5.00% Applies to Subcontract.):			\$0.00
Contractor Fee (15.00% Applies to Material, Other, Labor, and Equipment.):			\$2,240.02
Bond (0.75% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$128.80
Insurance (0.75% Applies to Material, Other, Labor, Equipment, and Subcontract.):			\$129.77
Grand Total:			\$17,432.04



PCO #016

Katie Sterk (Bolton & Menk, Inc. - MN)
1960 Premier Drive
Mankato, Minnesota 56001-5900

City of Jefferson
605 W. Russell St.
Jefferson, Iowa 50129

Shank Constructors
3501 85th Ave N
Brooklyn Park, Minnesota 55443

SIGNATURE **DATE**

SIGNATURE **DATE**

SIGNATURE **DATE**

(763) 424-8300
Fax: (763) 424-8303

Shank Constructors, Inc,

3501 — 85th Avenue North Brooklyn Park, Minnesota 55443-1997

April 15, 2024

Bolton & Menk, Inc.
1519 Baltimore Dr
Ames, IA 50010

Attention: Katie Sterk

Reference: Jefferson WWTF Improvements
Subject: Request for Time Extension – Due to Electrical Service Gear Delays

Dear Katie:

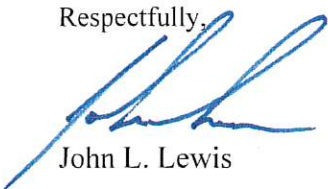
This letter is being sent to request an extension of time due to the Electrical Service Gear delays.

Per Article 11.09 of the contract, Shank Constructors notifies Bolton & Menk of the request for a contract time extension due to circumstances out of Shank Constructors' control. Both the Switchboard and the Transformer for the contracted work have a delayed arrival date from the manufacturer, outside the control of Shank Constructors, and will impact the contracted end dates as follows.

The updated proposed substantial completion date is March 31st, 2025, and the updated proposed date for final completion is June 30th, 2025.

Please reach out with any questions or further discussions.

Respectfully,



John L. Lewis

PROFESSIONAL SERVICES AGREEMENT

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

Date of Agreement: April 15, 2024
Agreement Number: OM2.123801
Project Location: Jefferson, Iowa

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

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

Fee Arrangement
Preliminary Design Phase Services: Hourly, Not to Exceed: \$127,500 (included in January 29, 2021 PSA and not included here) Final Design Phase Services: Not to Exceed Fixed Fee: \$730,000 (included in April 19, 2022 PSA and not included here) Construction Phase Services (AMENDED): Estimated Hourly: \$1,460,000 (AMENDED)

Scope/Intent and Extent of Services
See attached scope of services (Exhibit I) for the Wastewater Treatment Facility Improvements project.

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

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

Offered by: Bolton & Menk, Inc.

Accepted by:

Seth A. Peterson, Senior Principal Engineer
print name/title

signature and date 04/17/2024

print name/title

signature and date

EXHIBIT I
CONSULTANT'S SERVICES
WASTEWATER TREATMENT FACILITY IMPROVEMENTS

JEFFERSON, IOWA

April 15, 2024

DESCRIPTION OF PROJECT AND SCOPE OF IMPROVEMENTS

The CONSULTANT agrees to provide construction phase services required for wastewater treatment facility improvements to:

Jefferson Wastewater Treatment Facility, 605 West Russel Street

This includes construction phase services for Wastewater Treatment Facility Improvements.

The basic improvements anticipated as part of this Agreement include **AMENDED construction phase civil engineering services required for construction of the Wastewater Treatment Facility Improvements project.** The basic services anticipated as part of this Amendment include additional construction contract administration and construction project representation for extended time of construction contract.

I.A. BASIC SERVICES

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

TASK 1: PRELIMINARY DESIGN

Task 1 services were agreed upon and completed as part of the original Professional Services Agreement and are not included in this Amendment.

TASK 2: FINAL DESIGN AND BIDDING PHASE SERVICES

Task 2 services were agreed upon and completed as part of the April 29, 2021 Amendment to the PSA and are not included in this Amendment.

TASK 3: CONSTRUCTION SERVICES

Task 3 services were agreed upon and completed as part of the January 13, 2023 Amendment to the PSA. Construction was extended by 191 days in Change Order 4. This Amendment includes an additional 200 days of services as described in the January 13, 2023 Amendment, to ensure full Construction Services throughout the entirety of the extended construction period.

I.B. ADDITIONAL SERVICES

Consulting services performed other than those authorized under Section I.A shall be considered not part of the Basic Services and may be authorized by the CLIENT as Additional Services. Additional Services consist of those services that are not generally considered to be Basic Services; or exceed the

requirements of the Basic Services; or are not definable prior to the bidding of the project; or vary depending on the technique, procedures or schedule of the project contractor.

Additional services may include:

1. Additional property or right-of-way acquisition services: Includes additional property or right-of-way acquisition services beyond those included in the Basic Services, including: Preparation of Easement agreements, preparation of right-of-way plats, assistance with eminent domain proceedings, court preparation and testimony.
2. All other services not specifically identified in the PSA or Sections I.A or I.B of this Exhibit I.

SCREED TRUSS & SINGLE OPERATOR



UNISCREED

Leave the 2x4 at home where it belongs and upgrade to this lightweight mobile vibratory screed.

- Specially designed to permit a single operator to quickly and easily level a large area
- Adjustable handle for operator comfort and safety
- Impact-absorbing mount system reduces handle vibration
- Responsive handle-mounted throttle and on/off switch
- High-frequency vibration disperses and levels concrete
- Gap between blade and foot prevents build-up of material which can dampen vibrations
- Lightweight and easy to transport
- Superior blade design permits cutting and smoothing in a single operation
- Blades are compatible with other leading screed units

TECHNICAL SPECS		
MODEL	UNISCREED	
Weight (dry)	27.9 lbs (12.7kg) plus blade	
Weight (operating)	29.6 lbs (13.5kg) plus blade	
Blade Weight	4' (1.2m)	6.4 lbs (2.9kg)
	6' (1.8m)	9.6 lbs (4.4kg)
	8' (2.4m)	12.8 lbs (5.8kg)
	10' (3m)	16 lbs (7.3kg)
	12' (3.7m)	19.2 lbs (8.7kg)
	14' (4.5m)	22.4 lbs (10.2kg)
	16' (4.9m)	25.6 lbs (11.6kg)
Engine	GX35	
Fuel Capacity	0.17 Gal (0.65L)	
Sound Rating	50 DbA	



STANDARD SCREED



SUPER SCREED

High frequency vibrations are distributed evenly across entire length to produce smooth, uniform surfaces quickly and easily

- Standard truss is 13.5" tall and can span 40'
- Super truss is 19.5" tall and can span 80'
- Can consolidate less than 2" slump, up to 12" in depth
- Morrison screed vibrates at over 14,000 vpm
- Aluminum screed weighs significantly less than steel
- Light enough for use on any type or form
- The only screed with the patented loose bearing system
- Available with hydraulic travel or hand winch

TECHNICAL SPECS			
MODEL	STANDARD	SUPER	
Height	13.5" (34cm)	19.5" (50cm)	
Width	12" (30cm)	15" (37cm)	
Weight	10 lbs/ft (4.5kg/30cm)	15 lbs/ft (6kg/30cm)	
Base Section	10' (3m)	79 lbs (36kg)	94 lbs (43kg)
	2.5' (0.75m)	27 lbs (12kg)	31 lbs (14kg)
Subsections	5' (1.5m)	46 lbs (21kg)	55 lbs (25kg)
	10' (3m)	85 lbs (39kg)	100 lbs (45kg)
Motor Mount	53 lbs (24kg)	70 lbs (32kg)	
Engine	Honda GX160	Honda GX270	
Max Recommended Span	40' (12m)	80' (24m)	
Average Peak Vibration	12,830 rpm	14,000 rpm	
Max Compaction Depth	12" (30cm)		
Self-Propelled Hydraulic Ends	66 lbs (76kg)		
Hand Winch	40 lbs (18kg)		

Carroll Supply Quote

5SUPB 5' Super Base \$3,312

5SUPS Qty 2 - 5" Super Subsection \$3,08.72

RHSUPSP 2.5' RH Super Self-Propel \$1,935

LHSUPSP 2.5" LH Super Self-Propel \$1,935

Total: \$10,267.72

Other quote from
Star Equipment
\$ 11,932 ⁰⁰



Product Quotation
 Quotation Number: **ZW461497**
 Quote Sent Date: **Apr 11, 2024**
 Expiration Date: **May 11, 2024**

Your Bobcat Contact
Zachary Wollak
 Phone:
 E-mail: zachary.wollak@doosan.com

Your Customer Contact

Deliver to
CITY OF JEFFERSON. 2655331

Nick Schroeder
Bobcat of Ames, Ames, IA
 2005 EAST LINCOLN WAY
 AMES, IA, 50010

Bill to
CITY OF JEFFERSON. 2655331
 220 N Chestnut St
 Jefferson, IA, 50129-1900

Item Name	Item Number	Quantity	Price Each	Total
24" Planer, High Flow	M7017	1	17,530.92	17,530.92
Drum 24 Fastcut	M7017-R01-C04	1	4,240.80	4,240.80
Total for 24" Planer, High Flow				21,771.72
Quote Total - USD				21,771.72
Dealer P.D.I.				100.00
Destination Charges				449.00
Quote Total - USD				22,320.72

Comment:

*Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the NASPO Construction Equipment Master Agreement OK-SW-192.
<https://www.naspovaluepoint.org/portfolio/construction-equipment-2018-2023/clark-equipment-company/>

State and Contract Number Summary:

- AK - N2019CE0002
- CA - 52000C
- IA - OK-SW-192
- KS - OK-SW-192
- MO - CC190249002
- NE - 15336
- NM - 90-000-19-00068AA
- OK - SW192
- RI - OK-SW-192
- SD - 17286
- UT - PA3043
- WI - 505ENT-O22-CONSTREQUIP-03.

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND

ORDINANCE NO. _____
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY
OF JEFFERSON, IOWA, 2017, BY AMENDING PROVISIONS
PERTAINING TO RECYLING COLLECTION AND RECYLCING FEES

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

SECTION 1. Section Amended. Section 106.07 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by deleting it in its entirety, and replacing it with the following:

106.07 RECYCLING PROGRAM. The City shall provide for the collection of recyclable materials from residential and commercial premises in accordance with the rules and regulations set by resolution of the Council. Owners or occupants of residential premises shall separate all recyclable materials from other solid waste in accordance with such rules and regulations.

1. Container Specifications. Recycling collection containers shall comply with the following specifications:
 - A. Residential. The City of Jefferson will provide one sixty -five (65) gallon container to all residential customers. Each container will have a serial number linking it to a specific address. The containers are the property of the City of Jefferson and must remain at the address listed on the serial number. Customers are responsible for the replacement of damaged, lost, or stolen containers at the purchase fee set by the City of Jefferson. Containers must be kept closed and shall be placed out for collection no more than twenty-four (24) hours prior to scheduled pickup and no more than twelve (12) hours after pickup. Containers not provided by the City of Jefferson will not be collected by the automated collection truck.
 - B. Multiple Family. The City of Jefferson will provide the persons owning or managing multiple family dwelling units containing three (3) or more apartments or dwelling units and wishing to participate in recycling up to one sixty-five (65) gallon container for each three units as required to fulfill the demand for recycling services. Customers must be able to place the containers in a suitable location for collection as determined by the City.
 - C. Commercial. The City of Jefferson will provide one sixty-five (65) gallon container to commercial customers that wish to participate and are able to place the container in a suitable location for collection as determined by the City. Each container will have a serial number linking it to a specific address. The containers are the property of the City of Jefferson and must remain at the address listed on the serial number. Customers are responsible for the replacement of damaged, lost, or stolen containers at the purchase fee set by the City of Jefferson. Containers must be kept closed and shall be placed out for collection no more than twenty-four (24) hours prior to scheduled pickup and no more than twelve (12) hours after pickup. Containers not provided by the City of Jefferson will not be collected by the automated collection truck.

2. Location of Containers for Collection:
 - A. Residential containers for the storage of recycling awaiting collection shall be placed next to the curb or in the front driveway of the front street, unless otherwise specified by the City, no more than twenty-four (24) hours prior to and no more than twelve (12) hours after the regular garbage pickup for the owner or occupant of the premises served. The container must be placed with the opening facing the street, must have four (4) feet of clearance on all sides and must not be overfilled. Containers must not be placed on the street.
 - B. Commercial Containers for the storage of recycling awaiting collections shall be placed next to the curb of the front street, in an alleyway, adjacent to the alley, or in the driveway or parking lot of a business drive where the container would be accessible by the automated collection truck. The container must be placed with the opening facing the street, must have four (4) feet of clearance on all sides and must not be overfilled. Containers must not be placed on the street.
 - C. Storage of Recycling Containers. Residential recycling containers shall be stored upon the residential premises. Commercial recycling containers shall be stored upon private property unless the owner has been granted written permission from the City to use public property for such purposes. All owners of residential and commercial premises shall be responsible for proper storage of all recycling to prevent materials from being blown or scattered around neighboring yards and streets.
3. The collection of one sixty-five (65) gallon container will be considered a pickup. Any customer wishing to have an additional container must purchase the additional container and will be responsible for an additional monthly charge as set in the garbage collection fee as set by the Council.
4. All cardboard placed in containers will be broken down flat and placed into the container. In residential areas, additional cardboard in excess of what would fit in the container will be broken down and placed curbside adjacent to their container for collection.

SECTION 2. Section Amended. Paragraph E of Subsection 1 (“Residential Fees”) of Section 106.08 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by deleting it in its entirety, and replacing it with the following:

F. Recycling Fee of \$4.70 per month per container.

SECTION 3. Section Amended. Paragraph D of Subsection 2 (“Commercial Fees”) of Section 106.08 of the Code of Ordinances of the City of Jefferson, Iowa, 2017, is hereby amended by deleting it in its entirety, and replacing it with the following:

D. Recycling Fee of \$4.70 per month per container.

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

SECTION 5. When effective. This ordinance shall be effective as of the beginning of the monthly water and sewer billing cycle that commences immediately after this ordinance is published as required by law.

Finally passed by the Council and approved on _____, 2024.

Craig Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

- - - -

I hereby certify that the foregoing ordinance was published in The Jefferson Herald on _____, 2024.

Roxanne Gorsuch, City Clerk

RESOLUTION No: _____

A RESOLUTION IN SUPPORT OF A WORKFORCE HOUSING TAX INCENTIVE APPLICATION TO BE SUBMITTED TO THE IOWA ECONOMIC DEVELOPMENT AUTHORITY (IEDA) BY ORIGIN HOMES, LLC FOR A HOUSING PROJECT IN JEFFERSON, IOWA

WHEREAS, the City of Jefferson has a shortage of new housing and, in particular, workforce housing; and

WHEREAS, the housing shortage has impacted recruitment and retention of employees; and

WHEREAS, the 2022 Jefferson Housing Needs Assessment projected a demand for 184 new housing units in the Jefferson market area by 2030; and

WHEREAS, Origin Homes, LLC, plans a project for development within the City to include three single family homes; and

WHEREAS, Origin Homes, LLC project will assist in addressing a critical need for housing in Jefferson; and

WHEREAS, Origin Homes, LLC intends to apply for Iowa Workforce Housing Tax Credits to support the development involving the construction of said housing units; and

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

Section 1. The City supports the Origin Homes, LLC, housing project in Jefferson, Iowa, and its intention to apply for Workforce Housing Tax Credits; and

Section 2. 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 April 23, 2024.

Craig J. Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

RESOLUTION NO. _____
RESOLUTION APPROVING SETTLEMENT

WHEREAS, on or about June 19, 2023, Jamie Brenner (“Brenner”) filed a claim against the City of Jefferson (the “City”) with the Iowa Civil Rights Commission, CP# 06-23-80153, that was cross-filed with the Equal Employment Opportunity Commission, #26A-2023-00705 (collectively “the Claims”) alleging a series of incidents involving inappropriate behavior involving a then-employee, now former employee, of the City, and

WHEREAS, the City disputed the Claims, and

WHEREAS, counsel for Brenner and the City have reported that a settlement was reached resolving all disputed claims in the Claims and drafted a proposed Release and Settlement Agreement, and

WHEREAS, the perfection of settlement requires the City’s approval of same, and

WHEREAS, the City went into closed session on April 9, 2024, and received advice from its legal counsel, Douglas Phillips of Klass Law Firm, L.L.P., regarding the proposed settlement, and

WHEREAS, the City admits no liability or wrongdoing of any kind of it or its employees or agents as part of the settlement, and

WHEREAS, the Release and Settlement Agreement provides that the sum of \$150,000.00 shall be paid to Brenner and her counsel, and further that Brenner shall be released from the unpaid balance of the amount owed by Brenner to the City for reimbursement for the cost of attending the Iowa Law Enforcement Academy and hiring bonus;

WHEREAS, the proposed settlement releases the City and its agents and employees from any possible liability that could arise from the allegations in the Claims, and

WHEREAS, the City finds that the settlement of this matter is in the best interest of the City, and

NOW, THEREFORE, BE IT RESOLVED, that the City hereby approves the settlement discussed in closed session with its legal counsel.

This Resolution shall take immediate effect.

Passed and approved on April 23, 2024.

Craig J. Berry, Mayor

ATTEST:

Roxanne Gorsuch, City Clerk

RESOLUTION NO. _____

A RESOLUTION APPROVING
4 LINE RANCH LLC
PLAT OF SURVEY

WHEREAS, 4 Line Ranch LLC, by and through Stacie L. Schmidt, its Manager, requested the City Council of Jefferson to approve a plat of survey prepared by Robert B. Bills of Central Iowa Surveying, LLC, dated April 16, 2024, covering the following described property:

The North 60 feet of Lot 9 in the Subdivision of Block Three of Lincoln Place Addition to the City of Jefferson, Greene County, Iowa;

located in the north part of the parcel locally known as 408 N West Street, in Jefferson, Iowa; and

WHEREAS, Stacie L. Schmidt has represented that 4 Line Ranch LLC is the current owner of the land described in the proposed plat of survey and have 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 plat of survey described above prepared by Robert B. Bills of Central Iowa Surveying, LLC, dated April 16, 2024, 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 April 23, 2024.

Craig J. Berry, Mayor

Attest:

Roxanne Gorsuch, City Clerk

Prepared by: David F. Morain, 101 N Grimmell, Jefferson, IA 50129 (515) 386-5428
Return document to: David F. Morain, 101 N Grimmell, Jefferson, IA 50129 (515) 386-5428

CERTIFICATE OF RESOLUTION APPROVING
4 LINE RANCH LLC
PLAT OF SURVEY

STATE OF IOWA)
) ss:
COUNTY OF GREENE)

I, Roxanne M. Gorsuch, being first duly sworn on oath, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Jefferson, and that as such I have access to the corporate records of said City and of its Council and its officers, including all records relating to the approval of the plat of survey for the following described property:

The North 60 feet of Lot 9 in the Subdivision of Block Three of Lincoln Place Addition to the City of Jefferson, Greene County, Iowa;

and that I have carefully compared the attached copy of Resolution No. _____, A Resolution Approving 4 LINE RANCH LLC Plat of Survey, with said records and that said copy is a true, correct and complete copy of such resolution. I further certify that at the meeting at which said resolution was adopted a quorum was present and the same was adopted pursuant to motion made, seconded and carried.

Roxanne Gorsuch, City Clerk

Subscribed and sworn to before me by Roxanne Gorsuch on _____, 2024.

(Seal)

Signature of Notary Public