

AGENDA

CITY COUNCIL MEETING

Tuesday, August 26, 2025

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. Approve City Council Minutes of August 12, 2025
- B. Approve Street Closure for CyHawk Tailgate, September 4th.
- C. Approve Street Closure for Journey Financial Open House. September 23rd.
- D. Approve Street Closure for Thomas Laehn, 300 S.Maple, September 6th.
- E. Approve Sewer Bill Forgiveness: 306 S. Vine Street and 1310 Westwood Drive #4.
- F. Approve BPO Does Toll Road Fundraiser Application.

IV. NEW BUSINESS:

- A. RESOLUTION Authorizing Internal Advance for Funding of Urban Renewal Projects in the Jefferson Urban Renewal Area
- B. RESOLUTION Authorizing Internal Advance for Funding of Urban Renewal Projects in the 2025 Jefferson Redevelopment Urban Renewal Area
- C. AC Replacement at the Rec Center
- D. RESOLUTION Approving the Grant of a Utility Easement to Alliant Energy.
- E. GCDC Report / Quarterly Payment

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, August 26, 2025 5:30 p.m.

Street Closures: The Water, Sewer, Streets Committee recommends the approval of requested street closures:

Jefferson Matters: around the Square for for CyHawk Tailgate, September 4th as shown on the enclosed map.

Journey Financial: north half of the 100 block of Chestnut for their Open House on September 23rd.

Thomas Laehn: a portion of the 300 block of S.Maple for a get-together on Sept. 6th.

Sewer Forgiveness: The Water, Sewer, Streets Committee recommends forgiveness of sewer charges consistent with the forgiveness policy for 1310 Westwood Drive #4 in the amount of \$871.98, and the Children's Center, 306 S. Vine Street, for \$11,067.37. The Children's Center leak occurred over three months.

Internal TIF Debt: In order to receive TIF revenues, the City must certify TIF debt. One way to certify debt is through Internal Debt. Enclosed is a resolution proposing to "borrow" \$1.8 million from the Water Plant Construction Project. The current balance of the Water Plant Construction Fund is \$2.82 million. This debt will be repaid over six years, prior to the anticipated construction date for the water plant updates, shown in the CIP as 2034-35. The funds will continue to accrue investment interest for the Water Plant Construction Fund.

The \$1.8 million internal debt will be used for:

- \$300,000 forgivable loan to financially support the LMI units only in the Middle School housing project
- \$100,000 annually for five years to fund administrative activities needed for economic development in the Urban Renewal Area.
- \$120,000 annually for five years to fund Economic Development organizations.
- \$400,000 to be used for other projects listed in the Urban Renewal Plan.

Internal TIF Debt from Blight District: There will be a separate internal debt issuance of \$75,000 to be repaid using revenues from the newly created Blight TIF District. These funds will also be borrowed from the Water Plant Construction Fund and will be repaid over five years.

The \$75,000 internal debt will be used to fund administrative activities needed for economic development and to fund Economic Development organizations.

Rec Center AC: Three large roof-mounted AC units serve the gym & fitness area in the Rec Center. Two of these unit are failing and are recommended for replacement. As the third unit was also installed around the same time and it requires a crane to lift the units into place, it is proposed that all three units be replaced.

Three bids were received. The low bid is \$79,467 from Moeller Furnace Company. This will be paid: \$20,000 contribution from the Hess Fund and the remainder from PACE funds.

Easements: Alliant Energy is requesting two small easements, one for the new transformer placed at the WWTP, and one for the transformer to be placed in Daubendiek Park for the new restroom. Documents describing the easements and a resolution approving the easements are enclosed.

GCDC: Greg Piklapp will present an update report for GCDC.

FOR YOUR INFORMATION....

WWTP Public Open House: The City will hold an open house to celebrate the completion of the sewer plant project on ***Friday, September 12th***. We will host a Java & Juice beginning at 9:30 a.m.. We will then have a ribbon cutting around 10:00 with small group tours of the plant to follow. Please plan to attend.

Middle School Project: The school will be open for tours Tuesday after the Council Meeting until 7:30. This is a great chance for City officials and staff to look at the construction progress being made.

Street Closures
Sept. 4, 2025

CyHawk

Tailgate

Community

Event

5:00-8:00 PM



RESOLUTION NO. _____

Resolution Authorizing Internal Advance for Funding of Urban Renewal Projects in the Jefferson Urban Renewal Area

WHEREAS, the City of Jefferson, Iowa (the "City"), has previously established the Jefferson Urban Renewal Area (the "Urban Renewal Area") and has established the Jefferson Urban Renewal Area Tax Increment Revenue Fund (the "Tax Increment Fund") in connection therewith; and

WHEREAS, the City has authorized certain urban renewal projects (collectively, the "Projects") in the Urban Renewal Area consisting of (1) the Middle School Building Redevelopment Project; (2) the Parkland Development Project; (3) the Public Parking Lot Development Project; (4) the Jefferson Municipal Golf Course Improvements Project; (5) the Storm Water Drainage Improvements Project; (6) the Economic Development Demolition and Site Preparation Project (7) the Lincoln Way Economic Development Local Business Support Program; (8) the Urban Renewal Administration and Professional Support Program; (9) the 2027-2031 Greene County Development Corp. Support Program; and (10) the 2027-2031 Jefferson Matters-Main Street Support Program; and

WHEREAS, certain costs of the Projects have been or will be incurred in connection with the carrying out of such Projects; and

WHEREAS, in order to cover a portion of the costs of the Projects and to make such costs eligible to be recouped from incremental property tax revenues, it is necessary to facilitate an internal advance (the "Advance") of funds;

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The City is hereby found to be current on all of its operations and maintenance expenses for the Municipal Waterworks Utility System (the "Water Utility"). Furthermore, the City is hereby found to be up-to-date and in full compliance with the covenants and requirements of all bonds, notes, pledge orders and other obligations to which the Net Revenues of said Water Utility have been pledged. It is hereby found and determined that a surplus of at least \$1,800,000 exists in the Water Revenue Fund. The surplus calculation is shown on Exhibit A hereto.

Section 2. It is hereby directed that an amount not in excess of One Million Eight Hundred Thousand Dollars (\$1,800,000) be advanced (the "Advance") from the Water Plant Construction Fund (a subfund of the Water Revenue Fund) (the "Source Fund") in order to pay a portion of the costs of the Projects. The Advance shall be repaid to the Source Fund, without interest, out of incremental property tax revenues received with respect to the Urban Renewal Area.

It is intended that the Advance shall be repaid to the Source Fund in one or more installments of principal on or before June 1, 2032, provided, however, that repayment of the Advance is subject to the determination of future City Councils that there are incremental property

tax revenues available for such purpose which have been allocated to or accrued in the Tax Increment Fund relative to the Advance, and the City Council reserves the right to appropriate funds to the repayment of the Advance, or to withhold such appropriation, at its discretion.

Section 3. A copy of this Resolution shall be filed in the office of the County Auditor of Greene County, Iowa to evidence the Advances. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify the Advances no later than December 1, 2025.

Section 4. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this August 26, 2025.

Mayor

Attest:

City Clerk

RESOLUTION NO. _____

Resolution Authorizing Internal Advance for Funding of Urban Renewal Projects in the 2025 Jefferson Redevelopment Urban Renewal Area

WHEREAS, the City of Jefferson, Iowa (the “City”), has previously established the 2025 Jefferson Redevelopment Urban Renewal Area (the “Urban Renewal Area”) and has established the 2025 Jefferson Redevelopment Urban Renewal Area Tax Increment Revenue Fund (the “Tax Increment Fund”) in connection therewith; and

WHEREAS, the City has authorized certain urban renewal projects (collectively, the “Projects”) in the Urban Renewal Area consisting of (1) the Urban Renewal Administration and Professional Support Program; (2) the 2027-2031 Greene County Development Corp. Support Program; and (3) the 2027-2031 Jefferson Matters-Main Street Support Program; and

WHEREAS, certain costs of the Projects have been or will be incurred in connection with the carrying out of such Projects; and

WHEREAS, in order to cover a portion of the costs of the Projects and to make such costs eligible to be recouped from incremental property tax revenues, it is necessary to facilitate an internal advance (the “Advance”) of funds;

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Jefferson, Iowa, as follows:

Section 1. The City is hereby found to be current on all of its operations and maintenance expenses for the Municipal Waterworks Utility System (the “Water Utility”). Furthermore, the City is hereby found to be up-to-date and in full compliance with the covenants and requirements of all bonds, notes, pledge orders and other obligations to which the Net Revenues of said Water Utility have been pledged. It is hereby found and determined that a surplus of at least \$75,000 exists in the Water Revenue Fund. The surplus calculation is shown on Exhibit A hereto.

Section 2. It is hereby directed that an amount not in excess of Seventy-Five Thousand Dollars (\$75,000) be advanced (the “Advance”) from the Water Plant Construction Fund (a subfund of the Water Revenue Fund) (the “Source Fund”) in order to pay a portion of the costs of the Projects. The Advance shall be repaid to the Source Fund, without interest, out of incremental property tax revenues received with respect to the Urban Renewal Area.

It is intended that the Advance shall be repaid to the Source Fund in one or more installments of principal on or before June 1, 2034, provided, however, that repayment of the Advance is subject to the determination of future City Councils that there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Tax Increment Fund relative to the Advance, and the City Council reserves the right to appropriate funds to the repayment of the Advance, or to withhold such appropriation, at its discretion.

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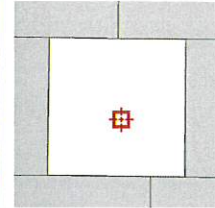
Mayor

Attest:

City Clerk



Overview



Legend

-  Parcels
-  Road Labels
-  Corporate Limits
-  Lots and Units

Parcel ID	1118201002	Alternate ID	18120100	Owner Address	JEFFERSON, CITY OF
Sec/Twp/Rng	18-83-30	Class	ZZ		220 N CHESTNUT ST
Property Address	W RUSSELL ST	Acreage	n/a		JEFFERSON, IA 50129
	JEFFERSON				
District	IJJF				
Brief Tax Description	18/83/30 - E1/2 OF N1/4 OF NW1/4 NE1/4 INCL. THE CITY OF JEFFERSON LOTS (EX LOTS 11 & 12)				
	(Note: Not to be used on legal documents)				

Date created: 8/12/2025

Last Data Uploaded: 8/11/2025 11:19:51 PM

Developed by  **SCHNEIDER**
GEO SPATIAL

Prepared by: Brian DePrez – Ulteig Engineers – 1455 Sherman Rd, Hiawatha, IA 52233 (319) 286-3015 25.02915
Return to: Heather Dee - Interstate Power and Light Company – PO Box 351 – Cedar Rapids, IA 52406 (319) 786-4514
SPACE ABOVE THIS LINE FOR RECORDER

UNDERGROUND ELECTRIC LINE EASEMENT

For and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, **The City of Jefferson, Iowa** ("Grantor(s)"), ADDRESS: 220 N Chestnut St, Jefferson, IA 50129 do(es) hereby warrant and convey unto **Interstate Power and Light Company, an Iowa Corporation**, its successor and assigns, ("Grantee") a perpetual easement with the right, privilege and authority to construct, reconstruct, maintain, expand, operate, repair, patrol and remove an underground electric and telecommunications line or lines, consisting of wires, transformers, switches and other necessary fixtures, appurtenances and equipment, (including associated surface mounted equipment) and construction (collectively, the "*Line*" or "*Lines*") for transmitting electricity, communications and all corporate purposes of Grantee together with the power to extend to any other party the right to use, jointly with the Grantee, pursuant to the provisions hereof, upon, under, and across the following described lands located in the County of Greene, and the State of Iowa:

See Attached Exhibit A, page 3

together with all the rights and privileges for the full enjoyment or use thereof for the aforesaid purpose.

Grantor(s) agrees that it will not construct or place any buildings, structures, plants, or other obstructions on the property described above.

Grantor(s) also conveys the right and privilege to trim, cut down or control the growth of any trees or other vegetation on said described land and such other trees and vegetation adjacent thereto as in the judgment of the Grantee may interfere with construction, reconstruction, maintenance, expansion, operation, repair, use of the Line or Lines.

Grantee, its contractor or agent, may enter said premises for the purpose of making surveys and preliminary estimates immediately upon the execution of this easement.

The Grantor(s) also grants to the Grantee the right of ingress and egress to the Line or Lines, under lands now owned by the Grantor(s), for the purpose of constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing and removing the Line or Lines, and the Grantee agrees to pay to the Grantor(s) or its tenants all damages done to the lands (except the cutting and trimming of trees or other vegetation), fences, livestock or crops of the Grantor(s) or its tenants, by the Grantee or its employees while constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing or removing the Line or Lines.

Signed this _____ day of _____, 20__.

GRANTOR(S): The City of Jefferson, Iowa

By: _____
Craig Berry, Mayor

Attest: _____
Roxanne Gorsuch, City Clerk

ALL PURPOSE ACKNOWLEDGMENT

STATE OF _____)

COUNTY OF _____) ss:

On this _____ day of _____, AD. 20_____, before me,
the undersigned, a Notary Public in and for said State, personally
appeared

_____ to me personally known

or _____ provided to me on the basis of satisfactory
evidence

to be the persons(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the
same in his/her/their authorized capacity(ies), and that by
his/her/their signature(s) on the instrument the person(s), or the
entity upon behalf of which the person(s) acted, executed the
instrument.

NOTARY SEAL _____
(Sign in Ink)

(Print/type name)

Notary Public in and for the State of _____

My Commission Expires: _____

CAPACITY CLAIMED BY SIGNER

_____ INDIVIDUAL
_____ CORPORATE
Title(s) of Corporate Officers(s):

_____ N/A
_____ Corporate Seal is affixed
_____ No Corporate Seal procured

_____ PARTNER(s)
_____ Limited Partnership
_____ General Partnership

_____ ATTORNEY-IN-FACT
_____ EXECUTOR(s),
_____ ADMINISTRATOR(s),
_____ or TRUSTEE(s):
_____ GUARDIAN(s)
_____ or CONSERVATOR(s)
_____ OTHER

SIGNER IS REPRESENTING:
List name(s) of persons(s) or entity(ies):

Exhibit A

EASEMENT AREA:

A portion of land for easement purposes being Ten (10) feet in width, lying Five (5) feet on each side of the existing and proposed improvement line extending North to road right of way, as constructed, described as follows:

All that portion of Lot One (1) in the North West Quarter (NW1/4) of Section Eighteen (18), Township Eighty-three (83) North, Range Thirty (30), West of the 5th P.M., in Greene County, Iowa, which lies South and East of the County Road Right-of-Way as presently located, (which includes Lot "C" of Lot 1 in said NW1/4 Sec. 18-83-30, West of the 5th P.M., Greene County, Iowa); and Lot Fourteen (14) in the West Half (W1/2) of the North East Quarter (NE1/4) of Section Eighteen (18), Township Eight-three (83) North, Range Thirty (30), West of the 5th P.M., in Greene County, Iowa, (Except Lot A of Lot 14, and except that portion of the E1/2, N1/4, NW1/4, NE1/4 of Sec. 18-83-30, which was included in said Lot 14), as described in Warranty Deed recorded September 8, 1969 in Book 97, Page 22 in the office of the Recorder in and for Greene County, Iowa.

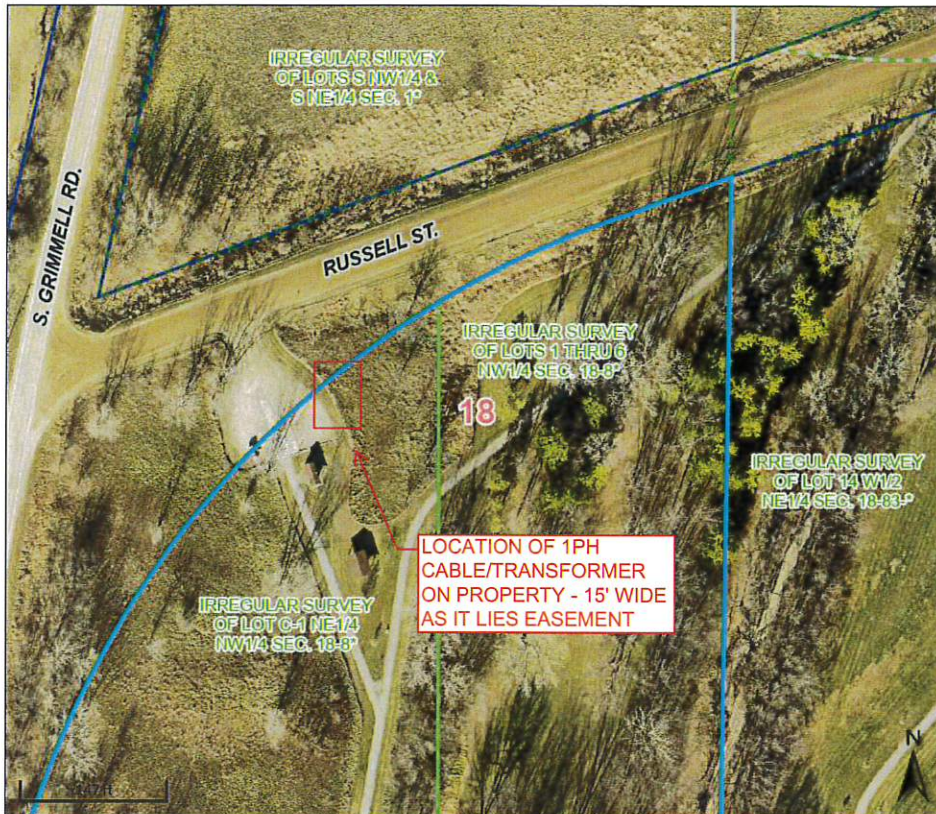
Located in part of the Northeast (NE1/4) of Section Eighteen (18), Township Eighty-three (83) North, Range Thirty (30) West of the Fifth Principal Meridian, Greene, County, Iowa.

Project Title: Daubendiek Park primary extension

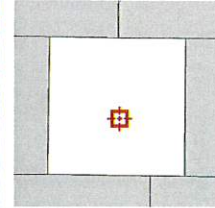
ERP Activity ID: WR1038953

Tract No.: 1

REROW No.:



Overview



Legend

-  Parcels
-  Road Labels
-  Corporate Limits
-  Lots and Units

Parcel ID	1118127003	Alternate ID	18210101	Owner Address	JEFFERSON, CITY OF
Sec/Twp/Rng	18-83-30	Class	ZZ		220 N CHESTNUT ST
Property Address		Acreage	15.91		JEFFERSON, IA 50129
District	IJJFA				
Brief Tax Description	18/83/30 LOT 1 & LOT C OF LOT 1 (EX LOTS A & B) NW1/4 & N100' LOT 1 LOT 14 NE1/4				
	(Note: Not to be used on legal documents)				

Date created: 8/12/2025

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GEOSPATIAL

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SPACE ABOVE THIS LINE FOR RECORDER

UNDERGROUND ELECTRIC LINE EASEMENT

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See Attached Exhibit A, page 3

together with all the rights and privileges for the full enjoyment or use thereof for the aforesaid purpose.

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Grantor(s) also conveys the right and privilege to trim, cut down or control the growth of any trees or other vegetation on said described land and such other trees and vegetation adjacent thereto as in the judgment of the Grantee may interfere with construction, reconstruction, maintenance, expansion, operation, repair, use of the Line or Lines.

Grantee, its contractor or agent, may enter said premises for the purpose of making surveys and preliminary estimates immediately upon the execution of this easement.

The Grantor(s) also grants to the Grantee the right of ingress and egress to the Line or Lines, under lands now owned by the Grantor(s), for the purpose of constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing and removing the Line or Lines, and the Grantee agrees to pay to the Grantor(s) or its tenants all damages done to the lands (except the cutting and trimming of trees or other vegetation), fences, livestock or crops of the Grantor(s) or its tenants, by the Grantee or its employees while constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing or removing the Line or Lines.

Signed this _____ day of _____, 20__.

GRANTOR(S): The City of Jefferson, Iowa

By: _____
Craig Berry, Mayor

Attest: _____
Roxanne Gorsuch, City Clerk

ALL PURPOSE ACKNOWLEDGMENT

STATE OF _____)

COUNTY OF _____) ss:

On this _____ day of _____, AD. 20_____, before me,
the undersigned, a Notary Public in and for said State, personally
appeared

_____ to me personally known

or _____ provided to me on the basis of satisfactory
evidence

to be the persons(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the
same in his/her/their authorized capacity(ies), and that by
his/her/their signature(s) on the instrument the person(s), or the
entity upon behalf of which the person(s) acted, executed the
instrument.

NOTARY SEAL _____
(Sign in Ink)

(Print/type name)

Notary Public in and for the State of _____

My Commission Expires: _____

CAPACITY CLAIMED BY SIGNER

_____ INDIVIDUAL
_____ CORPORATE
Title(s) of Corporate Officers(s):

_____ N/A
_____ Corporate Seal is affixed
_____ No Corporate Seal procured

_____ PARTNER(s)
_____ Limited Partnership
_____ General Partnership

_____ ATTORNEY-IN-FACT
_____ EXECUTOR(s),
_____ ADMINISTRATOR(s),
_____ or TRUSTEE(s):
_____ GUARDIAN(s)
_____ or CONSERVATOR(s)
_____ OTHER

SIGNER IS REPRESENTING:

List name(s) of persons(s) or entity(ies):

Exhibit A

EASEMENT AREA:

A portion of land for easement purposes being Fifteen (15) feet in width, lying Seven and half (7.5) feet on each side of the existing and proposed improvement line extending Northwesterly to road right of way, as constructed, described as follows:

All that portion of Lot One (1) in the North West Quarter (NW1/4) of Section Eighteen (18), Township Eighty-three (83) North, Range Thirty (30), West of the 5th P.M., in Greene County, Iowa, which lies South and East of the County Road Right-of-Way as presently located, (which includes Lot "C" of Lot 1 in said NW1/4 Sec. 18-83-30, West of the 5th P.M., Greene County, Iowa); and Lot Fourteen (14) in the West Half (W1/2) of the North East Quarter (NE1/4) of Section Eighteen (18), Township Eight-three (83) North, Range Thirty (30), West of the 5th P.M., in Greene County, Iowa, (Except Lot A of Lot 14, and except that portion of the E1/2, N1/4, NW1/4, NE1/4 of Sec. 18-83-30, which was included in said Lot 14), as described in Warranty Deed recorded September 8, 1969 in Book 97, Page 22 in the office of the Recorder in and for Greene County, Iowa.

Located in part of the Northeast (NE1/4) of Section Eighteen (18), Township Eighty-three (83) North, Range Thirty (30) West of the Fifth Principal Meridian, Greene, County, Iowa.

Project Title: Daubendiek Park primary extension

ERP Activity ID: WR1038953

Tract No.: 2

REROW No.:

COUNCIL MEETING

AUGUST 12, 2025

5:30 P.M.

PRESENT: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

ABSENT: None

Mayor Berry presided.

During open forum Jim Nelson raised concerns about the condition of the fire station and opportunities for improvement and questioned the City owned residential lots which were sold to private persons with requirement of homes being built on the lot and they have not been built.

Bill Allen expressed his concerns with property taxes being raised and asked the Council to find ways to control property taxes.

Larry Joy spoke about water with the drainage system on the east side of town.

On motion by Zmolek, second by Wetrich, the Council approved the following consent items:

July 22, 2025 Council Minutes, Class B Retail Native Wine License for Fudge's Flowers and Gifts, LLC., FY 2024-25 Street Finance Report, and monthly bills from City Funds.

AYE: Ahrenholtz, Jackson, Sloan, Wetrich, Zmolek

NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved pay estimate #30 to Shank Constructors, Inc. of \$38,969.70 for Wastewater Treatment Plant Project.

AYE: Zmolek, Wetrich, Sloan, Jackson, Ahrenholtz

NAY: None

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

ABC PEST CONTROL	PA PEST CONTR	668.25
ACCESS ELEVATOR & LIFTS, I	LB LIFT REPR	354.00
ACCESS SYSTEMS	COPIER LSE;OVERAGE	1275.63
ACCO UNLIMITED CORP	RNHEATER SERV;WA SUPP	7433.71
ADVANCED WASTE SOLUTIONS	GCRSE PORT TOILET	250.00
AFLAC	AFLAC INS W/H	35.36
AG SOURCE COOP SERV	SW/WA TSTG	2140.75
ALLIANT ENERGY	UTILITIES	43913.25
AMAZON CAPITAL SERVICES	LB SUPP	767.63
ANATOMY IT, LLC	COMPUTER SERV;BACKUP	1277.65
ARMOR EQUIPMENT	SW PARTS	157.83
AUTOMATIC SYSTEMS CO.	WA SERVICE	1275.00
BAILEY MOUNT	LB REIMB SUPP;TREATS	34.15
BAKER & TAYLOR INC.	LB BOOKS	1404.60
BEAM INSURANCE ADMINISTRAT	VISION/DENTAL INS	681.68
BOLTON & MENK INC	ENG	63190.00