

AGENDA

COUNCIL MEETING
Tuesday, January 10, 2017
5:30 P.M.

CITY HALL COUNCIL CHAMBERS

- I. CALL TO ORDER:**
- II. OPEN FORUM: This is a time for any concerned citizen to speak to the Council on an item that is not on the agenda.**
- III. CONSENT ITEMS:**
 - A. 12/13/16 regular Council meeting minutes.
 - B. Payment of monthly bills.
 - C. Committee appointments
 - D. Bolton Menk as airport engineering firm.
 - E. Casey's General Store #1617, Class E Liquor License.
 - F. Dollar General Store, #8463, Class B Wine Permit, Class C Beer Permit.
- IV. NEW BUSINESS:**
 - A. Public hearing on Urban Renewal Plan amendment.
 - B. Consider resolution to amend Urban Renewal Plan.
 - C. Consider second reading of ordinance amending Jefferson Code of Ordinance provisions pertaining to traffic and speed regulations.
 - D. Consider resolution setting public hearing on loan agreement.
 - E. Set Public Hearing date for the Community Development Block Grant (CDBG) facade project.
 - F. Consider appointment of Airport Commissioners
 - G. Discussion on direction of Animal Shelter
- V. REPORTS:**
 - A. Mayor
 - B. Engineer
 - C. City Clerk
 - D. Attorney
 - E. City Administrator
 - F. Council & Committees
- VI. ADJOURN.**

AGENDA SUMMARY

DATE 1/10/17

NEW BUSINESS

- A. **Public hearing on Urban Renewal Plan amendment.**
- B. **Consider resolution to amend Urban Renewal Plan.** Attached is the amendment resolution.
- C. **Consider second reading of ordinance amending Jefferson Code of Ordinance provisions pertaining to traffic and speed regulations.**
- D. **Consider resolution setting public hearing on loan agreement.** The City has consulted with its financial advisors regarding the financing of \$1,000,000 for various projects such as paying the costs of the City's downtown façade renovation program, paying for the acquisition of real estate in the TIF area, paying the City's share of a CDBG program, paying the preliminary engineering costs surrounding a storm-water project in the TIF area and providing financing for the final payment to the IOWA DOT regarding the Hwy 4 railroad overpass project. The loan would allow the City to complete the projects and pay for the loan with future property tax increment.
- E. **Set Public Hearing date for the Community Development Block Grant (CDBG) facade project.** This is the first step to preparing the façade improvement project for public bidding. The City would publish notice of Public Hearing and architectural documents available for public view. Upon completion of the Public Hearing, the Council would then consider authorization to initiate bidding the project.
- F. **Consider appointment of Airport Commissioners.** There are presently two openings on the Commission.
- G. **Discussion on direction of Animal Shelter.** The Council had asked for this item to be placed on the agenda for further discussion. Don Orris will be at the meeting to address questions.

COUNCIL MEETING

December 13, 2016

5:30 P.M.

PRESENT: Ahrenholtz, Teeples, Sloan, Benitz, Von Ahsen

ABSENT: None

Mayor Berry presided.

No citizens spoke during the Open Forum.

On motion by Teeples, second by Benitz, the Council approved the following consent agenda: November 22, 2016 Council Minutes, payment of monthly bills from the City funds, Payment of Neighborhood Improvement Incentive Program to Keith Conroy for removal of buildings at 601 E. Adams Street and approval to waive the regular Council Meeting on December 20, 2016.

AYE: Von Ahsen, Ahrenholtz, Sloan, Benitz, Teeples

NAY: None

This was the time and place for Public Hearing for the application for Community Development Block Grant funds from the Iowa Economic Development Authority to provide funds for an owner-occupied rehabilitation program.

CITY OF JEFFERSON PUBLIC HEARING MINUTES FOR CDBG HOUSING FUND APPLICATION

A public hearing was held on **December 13 at 5:30 PM** at the Jefferson City Hall to hear comments on the city's application for a CDBG Housing Fund Application. The public hearing was opened at 5:30 PM by Mayor Berry. The hearing was pursuant to the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1987, as amended March 25, 1988. The Iowa Economic Development Administration (IEDA) will advise all CDBG applicants and grantees of the requirements, and of acceptable means to amended, to ensure compliance with said requirements by all applicants for and recipients of CDBG funds administered by the State of Iowa. The public was informed that IEDA requires reasonable public access to all local meetings, project records and information relating to the proposed and actual use of CDBG funds. All CDBG related meetings should be conducted in public buildings.

The need for owner-occupied housing rehabilitation has been realized by the City of Jefferson through a Housing Needs Assessment. The proposed project will rehabilitate 6 units to meet the IEDA Housing Quality Standards and be lead safe upon completion. Families may be temporarily displaced during rehabilitation disturbing lead based paint. No businesses will be displaced as a result of this proposed project.

The city determined the 6 projects will be located in the following Targeted Area:

Houses located within the following boundaries: Starting on the north-west at the intersection of N. West St. and W. Adams St., continuing east to N. Pinet St., south to W. Washington St., east to N. Maple St., south to West Lincolnway, west to West St. and north to West Adams St.

The total project is estimated to be \$263,000.00 which includes a \$18,000.00 city match share. Grant administration of \$20,000.00 and Rehabilitation/Technical Services of \$225,000.00 are combined for a total CDBG request of \$ 245,000.00. The application deadline is January 13, 2017.

A requirement of the CDBG program is that funds must benefit a population of at least 51% of the households are occupied by low or moderate income families. The City of Jefferson's LMI percentage is **60.59%** and 100% of housing rehabilitation participants will be low and moderate income.

The Public Hearing was closed at 5:45 PM.

Signed:

Craig Berry, Mayor

Attested:

Diane Kennedy, City Clerk

On motion by Teeples, and second by Von Ahsen, the Council closed the Public Hearing.

AYE: Ahrenholtz, Teeples, Sloan, Benitz, Von Ahsen
NAY: None

On motion by Ahrenholtz, second by Teeples, the Council approved Region XII Council of Governments for Technical Services for the 2017 Community Development Block Grant owner-occupied rehabilitation program. The fees will be \$3,500 for technical assistance per house and \$1,000 for asbestos removal per house and will be recovered with the Community Development Block Grant funds.

AYE: Benitz, Von Ahsen, Ahrenholtz, Sloan, Teeples
NAY: None

RESOLUTION NO. 36-16

On motion by Von Ahsen, second by Benitz, the Council approved Resolution No. 36-16, a resolution providing matching funds for the 2017 Community Development Block Grant owner-occupied rehabilitation program. This is for the city's match for this program, which is (6) projects at \$3,000 per project.

AYE: Teeples, Benitz, Sloan, Ahrenholtz, Von Ahsen
NAY: None

On motion by Ahrenholtz, second by Sloan, the Council approved of Affirmative Fair Housing Policy and Equal Opportunity Policy Statement for 2017 Community Development Block Grant owner-occupied rehabilitation program.

AYE: Von Ahsen, Teeples, Ahrenholtz, Sloan, Benitz
NAY: None

RESOLUTION NO. 37-16

On motion by Teeples, second by Ahrenholtz, the Council approved Resolution No. 37-16, a resolution for Code of Conduct for 2017 Community Development Block Grant owner-occupied rehabilitation program.

AYE: Sloan, Teeples, Von Ahsen, Benitz, Ahrenholtz
NAY: None

RESOLUTION NO. 38-16

On motion by Sloan, second by Von Ahsen, the Council approved Resolution No. 38-16, a resolution for Residential Anti-Discrimination & Relocation Assistance Plan for 2017 Community Development Block Grant owner-occupied rehabilitation program.

AYE: Benitz, Ahrenholtz, Teeples, Von Ahsen, Sloan
NAY: None

RESOLUTION NO. 39-16

On motion by Benitz, second by Teeples, the Council approved Resolution No. 39-16, a resolution for Procurement Policy for 2017 Community Development Block Grant owner-occupied rehabilitation program.

AYE: Teeples, Sloan, Benitz, Ahrenholtz, Von Ahsen
NAY: None

RESOLUTION NO. 40-16

On motion by Teeples, second by Benitz, the Council approved Resolution No. 40-16, a resolution for Excessive Force for 2017 Community Development Block Grant owner-occupied rehabilitation program.

AYE: Ahrenholtz, Von Ahsen, Sloan, Benitz, Teeples
NAY: None

Item F was removed from the Agenda.

RESOLUTION NO. 41-16

On motion by Ahrenholtz, second by Sloan, the Council approved Resolution No.41-16, a resolution setting date of January 10, 2017 at 5:30p.m., for public hearing on 2017 amendment to urban renewal plan for Jefferson Urban Renewal Area.

AYE: Von Ahsen, Benitz, Sloan, Teeples, Ahrenholtz

NAY: None

RESOLUTION NO. 42-16

On motion by Benitz, second by Teeples, the Council approved Resolution No. 42-16, a resolution approving a 5-year Capital Improvement Plan and matching funding for the Airport Improvement Project.

AYE: Ahrenholtz, Sloan, Teeples, Benitz, Von Ahsen

NAY: None

On motion by Benitz, second by Sloan, the Council approved the agreement with Iowa DOT for the remaining payment of \$200,130.53 for the Grade Separation Project.

AYE: Von Ahsen, Ahrenholtz, Benitz, Teeples, Sloan

NAY: None

On motion by Ahrenholtz, second by Von Ahsen, the Council considered first reading of ordinance amending Jefferson Code of Ordinance provisions pertaining to traffic and speed regulations.

AYE: Teeples, Sloan, Benitz, Ahrenholtz, Von Ahsen

NAY: None

Don Orris gave a presentation on Animal Shelter.

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

ACCESS SYSTEMS INC	RN CPIER LSE	608.74
ACCESS SYSTEMS LEASE	PA CPIER LSE	314.91
ACCO UNLIMITED CORP	PL MAINT	14,246.94
ACUSHNET CO.	GCRSE MERCH	214.49
AFLAC	AFLAC INS W/H	256.61
AFSCME/IA COUNCIL 61	UNION DUES	488.4
AG SOURCE LAB	WA TSTG	104.00
AIR MACH INC.	WA AUTO DRAIN	168.00
ALAINA HARP	WA REF	100.00
ALEX AIR APPARATUS INC	JFD HOSE	460.00
ALLIANT ENERGY	UTILITIES	20,911.17
AMAZON	LB SUPP	82.94
AUTOMATIC SYSTEMS CO.	WA EQUIP	1,699.00
BAKER & TAYLOR INC.	LB MOVIES	2,390.39
BEE & HERALD	LB JOB AD	577.81
BELL TOWER FOUNDATION	BT FOUND	5,000.00
BLOHM INSPECTION	407 L'WAY	600.00
BOLTON & MENK INC	TIF RUETERS	5,203.00
BOMGAARS	SUPPLIES	672.49
BRIAN GILLILAND	WA REF	100.00
BROWN SERVICES	RN CLEAN	2,160.00
C&D MASONRY INC	200 E STA BRICK	23,886.00
CAROL MORTON	WA REF	100.0
CHIEF/LAW ENFORCE SUPP	PD CLOTH	191.20
CHRIS YEAGER	WA REF	100.00

COMMITTEES

Housing: Von Ahsen & Benitz

Community Betterment: Teeples & Ahrenholtz

Park & Rec: Teeples & Sloan

PD/ Law Enforcement Entity Board: Ahrenholtz & Sloan

Wage & Benefit: Von Ahsen & Ahrenholtz

Library Board: Benitz

Water/Sewer: Teeples & Von Ahsen

Street: Von Ahsen & Benitz

Cemetery: Ahrenholtz & Benitz

Airport: Teeples & Benitz (Alternate)

Animal Shelter/ PAWS: Ahrenholtz & Sloan

Highway #30 Coalition: Teeples

Hotel/Motel Tax: Sloan & Teeples

GCDC: Von Ahsen

Golf Course: Von Ahsen & Teeples

Mayor Pro-tem: Ahrenholtz

Recycling: Sloan

CITY OF JEFFERSON, IOWA
JEFFERSON URBAN RENEWAL AREA

2017 AMENDMENT
URBAN RENEWAL PLAN

January, 2017

The Urban Renewal Plan for the Jefferson Urban Renewal Area (the “Urban Renewal Area”) is hereby amended in accordance with Section 403.5 of the Code of Iowa, to give information about new urban renewal projects that are proposed to be undertaken in the Urban Renewal Area, described as follows:

- Paying City share of Iowa Department of Transportation construction of a Highway 4 overpass; estimated use of tax increment revenues in the amount of \$300,000
- Paying costs of engineering and design for storm drainage improvements, estimated use of tax increment revenues in the amount of \$51,000

The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Outstanding general obligation debt of the City	\$5,850,000
Constitutional debt limit of the City:	\$10,338,000
Proposed debt payable from tax increment revenues for projects in Urban Renewal Area	\$351,000