

# City of Monticello, Iowa

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Posted on May 30, 2019 at 5:00 p.m.

Monticello City Council Regular Meeting June 03, 2019 @ 6:00 p.m.  
Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

<b>Mayor:</b>	Brian Wolken	<b>City Administrator:</b>	Doug Herman
<b>City Council:</b>		<b>Staff:</b>	
<b>At Large:</b>	Dave Goedken	<b>City Clerk/Treas.:</b>	Sally Hinrichsen
<b>At Large:</b>	Brenda Hanken	<b>Public Works Dir.:</b>	Nick Kahler
<b>Ward #1:</b>	Rob Paulson	<b>City Engineer:</b>	Patrick Schwickerath
<b>Ward #2:</b>	Candy Langerman	<b>Police Chief:</b>	Britt Smith
<b>Ward #3:</b>	Chris Lux	<b>Ambulance Dir.:</b>	Dawn Brus
<b>Ward #4:</b>	Tom Yeoman		

- Call to Order – 6:00 P.M.
- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

**Open Forum:** If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

**Consent Agenda** (These are routine items and will be enacted by one motion without separate discussion unless someone requests an item removed to be considered separately.)

Approval of Council Mtg. Minutes	May	20, 2019
Approval of Payroll	May	23, 2019
Approval of Bill List		
Approval of Kardes Liquor License		
Approval of Great Pastimes Liquor License		
Approval of Golf Course Liquor License		

**Motions:** None

## **Public Hearings and Associated Resolutions:**

1. **Public Hearing** on request to re-zone property located near 5 Spring Farm Lane. (Tax Parcel 0227426003) from R-1 Single Family Residential to R-3 Condominium District.
2. **Ordinance** to re-zone property located near 5 Spring Farm Lane (Tax Parcel 0227426003) from R-1 to R-3 Condominium District. (First Reading)
3. **Public Hearing** on final approval of Development Agreement between the City of Monticello and Mike Beck, a/k/a Beck Construction, Inc.
4. **Resolution** to approve Development Agreement between the City of Monticello and Mike Beck, a/k/a Beck Construction, Inc.

5. **Public Hearing** on proposed Amendment to Monticello Urban Renewal Plan to include incentives associated with Livestock Truck Wash Facility.
6. **Resolution** to approve Amendment to Monticello Urban Renewal Plan to include incentives associated with Livestock Truck Wash Facility.

**Resolutions:**

7. **Resolution** to approve request of WIN Group to hold “Monti Days” event in downtown Monticello on Saturday August 24<sup>th</sup> from 8 a.m. to 11 p.m. (Includes 1<sup>st</sup> Street Closure between Cedar and Main. Police Chief would need to assist group with DOT Hwy. 38 closure process.)
8. **Resolution** to approve additional payment to Anderson Ladd, Inc. related to Berndes Center Floor project.
9. **Resolution** to approve Pay Request #2 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$274,824.93
10. **Resolution** to approve Change Order #2 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$2,313.38
11. **Resolution** to approve request of Tyler and Dr. Jayme Freye to delay installation of sidewalk on Northridge Drive, the north side of their corner lot in the Northridge Addition.
12. **Resolution** to accept bids on Berndes Center HVAC project and to award project.

**Ordinances:** None

**Reports / Potential Action:**

- Engineer Report
- Administrator Report
  - Compost Site Update
  - Additional 7<sup>th</sup> Street Reconstruction Work
  - Main Street Iowa update
  - City Fountain
  - Hometown Pride
  - Monti in Motion
  - FAA Property Buyout Discussion
  - Sidewalk/Curb/Gutter near 9<sup>th</sup> and Maple
  - Berndes Center Staff Mowing/Weed Whipping

**Adjournment:** Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

Regular Council Meeting – Official  
May 20, 2019 – 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Candy Langerman, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Police Chief Britt Smith, City Engineer AJ Barry, Water/Wastewater Superintendent Jim Tjaden, and Park Director Jacob Oswald. Council member Rob Paulson was absent

Yeoman moved to approve the agenda, with removal of National Small Business Week proclamation and payment to Anderson Ladd, Inc. related to Berndes Center floor replacement, Langerman seconded, roll call unanimous.

Yeoman moved to approve the consent agenda, Lux seconded, roll call unanimous.

Herman reported that the City has used Monk Construction since prior to 2010 to mow most City property. Herman explained that Park and Recreation Director Jacob Oswald indicated that the Park's Dpt. could mow some of the parks as opposed to contracting that work. Oswald explained that there would be some benefits, beyond not paying a contractor, to have staff mow including the observation of the conditions of the parks, observing trees that may need to be trimmed, filling in holes, and mulching trees for example. Oswald suggested the funds saved on staff doing the mowing could be spent towards additional trails projects and updated/new playground equipment. Goedken questioned if they could mow cheaper than contracting? Oswald stated unless actually mowing, it would be hard to determine costs. Goedken expressed his opinion that the City got out of mowing and should stay out of mowing, that the Cost to the City to mow would exceed the cost of a contractor mowing. Yeoman indicated that he could see some advantages of Park staff mowing but would like to see cost figures or savings. Lux moved to table the purchase of a mower for the Cemetery, Streets and Park & Rec departments to allow time to get cost figures together, Yeoman seconded, roll call unanimous.

Herman reported that Riverside Apartments on 5<sup>th</sup> Street requested permission to replace their aging sign with a new sign utilizing the same wooden posts, which is not consistent with the City Code that requires a monument sign. Herman reported to the Council that many others had been required to comply with the sign ordinance. Consensus of the Council was to require compliance, noting that there was a lot of time and work put into the sign ordinance. Yeoman moved to approve Resolution #19-74 to Approve Signage Request received from Riverside Apartments on 5<sup>th</sup> Street, seconded by Goedken, roll call was all nays and motion failed.

Herman reported receiving a request from Monticello Nursing and Rehabilitation to have chickens consistent with the City Code. Goedken moved to approve Resolution #19-75 to Approve request of Monticello Nursing and Rehabilitation to have urban chickens, Langerman seconded, roll call unanimous.

Herman reported Jim Tjaden, Superintendent of Sewer and Water Departments, has requested a wage increase to more accurately reflect his training, experience and value to the City. Tjaden is currently a Grade 3 Wastewater Operator and a Grade 2 Water Operator, both being a requirement for his position. Herman indicated that there is a definite scarcity in the area of

certified sewer operators and that Tjaden would oversee the Water and Wastewater department and supervise two employees. The position would become a salaried position and not covered by the Collective Bargaining Agreement. Herman proposed a \$2,000 increase to Tjaden's wages to \$58,000 effective July 1, 2019, with two more \$2,000 increases on July 1, 2020, and 2021, respectively. Herman explained that Tjaden agreed to these wages. Goedken moved to approve Resolution #19-76 to approve wage increase for Jim Tjaden, Superintendent of Sewer and Water Departments, Lux seconded, roll call unanimous.

Barry updated the Council on the N. Sycamore Street Reconstruction Project. He reported two pending change orders on the project; one for an underground stairwell near the Strittmatter building and another related to a fuel tank found under the street near the Theisens Garden Center that required tank pumping, removal, and soil testing. He reported that the water main passed testing requirements. The sewer main and water and sewer service lines are also being installed. Stu Gerdes, 650 N Sycamore St, questioned whether the contractor's work was being inspected. Barry stated it was being inspected by Snyder but noted that the inspector was not there at all times. Gerdes also questioned why sidewalks were being moved back a foot or more. Barry explained that about 2/3 of the project area sidewalks were about 6 inches from the right of way and the other 1/3 were at different distances but were all being moved to 6 inches off the right of way. Barry explained that in some cases changes are tied to ADA regulations, drainage and driveway approaches. Gaylen Kray, 634 N Sycamore St, indicated that one resident's sidewalk was being moved 18 inches closer to the house and one on the West side of the street was moving 12 inches closer to the street based upon his observations. Herman reported that Alliant agreed to move the 4<sup>th</sup> Street streetlight back but will still shine on the intersection, so no changes are required.

Barry reported that all is complete with regard to the East First Bridge project but final paperwork.

Herman reported looking into grants to extend the Willow Park Trail along Hwy. 38 to the new Middle School.

Herman stated he will contact Norm Zimmerman in regard to the potential North Cedar Street sewer extension as he had originally agreed to pay costs to hook up the three homes affected by the project. The Council generally agreed, in the past, to installing the sewer so long as all three homes immediately connected.

Herman stated that the engineer is working on proposed improvement options for North Chestnut Street from 2<sup>nd</sup> Street to 3<sup>rd</sup> Street

Herman reported that Brandon Faust submitted a building permit application to construct a home in the Willow Ridge 4<sup>th</sup> Addition, however the application is on hold until a drainage and grading plan is approved which is in the works.

Herman stated Orbis easement has been prepared and he will get Orbis to sign

Herman reported working on a pre-treatment agreement with the proposed Truck wash.

Herman stated the Board of Supervisors approved the first reading to rezone the compost site and the 2<sup>nd</sup> reading will be tomorrow. He needs to review the abstract. He received quotes for

a chain link fence but is also looking into woven wire fencing. He hopes that the site will be open in July. Goedken expressed a desire to have surveillance cameras in place before opening. Herman explained that cameras will require electricity and that he was looking into lighting options. Herman will get a draft ordinance to the Council to review with regard to the operation of the Compost Site.

Herman sent letters to the property owners on 7<sup>th</sup> Street, between Cedar and Maple, who would be impacted by additional street work and Kahler sent letters to the property owners in the Schoon Addition explaining the planned sealcoating work.

Herman explained that he met with representatives of three local HVAC contractors and a vendor that drew up a design for the Berndes Center HVAC project. Contractors were required to attend the meeting if planning to bid on the project.

Herman stated several people are working to complete the Main Street Iowa grant.

Herman reported that Mike First contacted him about building a new house on property owned by him and his wife near the airport. The purchase of their and adjacent properties is in the Airport Five (5) year plan to accommodate a runway extension and runway protection zones. Herman contacted Airport Planner Jerry Searle who contacted the FAA to determine whether they would participate in the buyout of this property now, prior to the construction of a new home. The FAA agreed that it made sense to move forward now with the FAA covering 90 percent of the project costs. The owner may decide whether or not to proceed at this time.

Herman reported that the City had been working with a Cedar Rapids Law Firm over the last few years on a small number of legal matters as opposed to working with designated City Attorney Anne Loomis who had moved from the area. Herman expressed no problems with Loomis at all just a desire to work with a new firm with a number of attorneys specializing in a number of areas. Herman provided information to the Council and they will give this matter additional consideration at an upcoming meeting. No action was taken

Lux moved to adjourn at 7:45 P.M. They took a short recess and then reconvened in a work session to discuss the proposed 6<sup>th</sup> Street Ditch Project. No action was taken.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - MAY 23, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>May 6 - 19, 2019</b>				
Jeremy Bell	\$ 459.60	\$ -	0.00	0.00	\$ 356.93
Carter Bronemann	380.70	-	0.00	0.00	279.79
Dawn Brus	930.00	-	0.00	0.00	688.52
Mary Intlekofer	1,860.60	-	0.00	1.13	1,252.75
Dean Jensen	560.48	-	0.00	0.00	459.58
Brandon Kent	1,860.61	-	3.00	3.00	1,190.70
Jim Luensman	664.50	-	0.00	0.00	503.10
Lori Lynch	1,927.05	66.45	0.00	0.00	1,283.46
Brian Rechkemmer	265.80	-	0.00	0.00	186.22
Shelly Searles	1,860.60	-	0.00	0.00	1,292.27
Jeffrey Silver	507.60	-	0.00	0.00	421.28
Brenda Surom	299.03	-	0.00	0.00	231.39
Chris Szymanowski	1,824.19	47.59	0.00	0.00	1,179.41
<b>TOTAL AMBULANCE</b>	<b>\$ 13,400.76</b>	<b>\$ 114.04</b>	<b>3.00</b>	<b>4.13</b>	<b>\$ 9,325.40</b>
<b>CEMETERY</b>	<b>May 4 - 17, 2019</b>				
Dan McDonald	\$ 1,660.76	\$ 52.76	0.00	0.00	\$ 1,182.40
<b>TOTAL CEMETERY</b>	<b>\$ 1,660.76</b>	<b>\$ 52.76</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,182.40</b>
<b>CITY HALL</b>	<b>May 5 - 18, 2019</b>				
Cheryl Clark	\$ 1,636.00	\$ -	0.00	4.00	\$ 1,085.97
Doug Herman	3,970.71	-	0.00	0.00	2,867.70
Sally Hinrichsen	2,427.38	-	0.00	0.00	1,624.60
Nanci Tuel	1,396.00	-	0.00	0.00	897.03
<b>TOTAL CITY HALL</b>	<b>\$ 9,430.09</b>	<b>\$ -</b>	<b>0.00</b>	<b>4.00</b>	<b>\$ 6,475.30</b>
<b>COUNCIL / MAYOR</b>					
Dave Goedken	\$ 100.00	\$ -	0.00	0.00	\$ 92.26
Brenda Hanken	100.00	-	0.00	0.00	92.26
Candy Langerman	100.00	-	0.00	0.00	92.35
Chris Lux	100.00	-	0.00	0.00	92.26
Rob Paulson	100.00	-	0.00	0.00	92.35
Brian Wolken	300.00	-	0.00	0.00	273.78
Tom Yeoman	100.00	-	0.00	0.00	92.35
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 900.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 827.61</b>
<b>LIBRARY</b>	<b>May 6 - 19, 2019</b>				
Molli Hunter	\$ 269.93	\$ -	0.00	0.00	\$ 230.30
Penny Schmit	1,000.00	-	0.00	0.00	734.68
Madonna Thoma-Kremer	920.01	-	0.00	0.00	740.44
Michelle Turnis	1,538.46	-	0.00	0.00	949.56
<b>TOTAL LIBRARY</b>	<b>\$ 3,728.40</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,654.98</b>
<b>MBC</b>	<b>May 6 - 19, 2019</b>				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,390.97
Shannon Poe	1,538.46	-	0.00	0.00	1,049.52
<b>TOTAL MBC</b>	<b>\$ 3,384.61</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,440.49</b>

# PAYROLL - MAY 23, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE</b>	<b>May 6 - 19, 2019</b>				
Peter Fleming	\$ 1,826.65	\$ -	0.00	20.50	\$ 1,308.47
Dawn Graver	2,013.80	-	0.00	0.00	1,442.49
Erik Honda	1,908.36	-	0.00	2.00	1,427.77
Jordan Koos	2,151.24	-	0.00	24.00	1,566.65
Britt Smith	2,504.65	-	0.00	0.00	1,834.15
Madonna Staner	1,450.40	-	0.00	0.00	1,097.50
Brian Tate	2,134.35	-	0.00	0.00	1,420.87
Robert Urbain	2,012.80	-	0.00	0.00	1,453.07
<b>TOTAL POLICE</b>	<b>\$ 16,002.25</b>	<b>\$ -</b>	<b>0.00</b>	<b>46.50</b>	<b>\$ 11,550.97</b>
<b>ROAD USE</b>	<b>May 4 - 17, 2019</b>				
Zeb Bowser	\$ 1,608.00	\$ -	0.00	0.00	\$ 1,163.47
Eric Jungling	754.00	-	0.00	0.00	569.10
<b>TOTAL ROAD USE</b>	<b>\$ 2,362.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,732.57</b>
<b>SANITATION</b>	<b>May 4 - 17, 2019</b>				
Michael Boyson	\$ 1,584.00	\$ -	0.00	0.00	\$ 1,093.28
Nick Kahler	1,814.60	126.60	0.00	0.00	1,247.41
<b>TOTAL SANITATION</b>	<b>\$ 3,398.60</b>	<b>\$ 126.60</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,340.69</b>
<b>SEWER</b>	<b>May 4 - 17, 2019</b>				
Tim Schultz	\$ 1,699.28	\$ 31.28	0.00	26.25	\$ 1,173.07
Jim Tjaden	2,008.60	72.60	0.00	0.00	1,442.72
<b>TOTAL SEWER</b>	<b>\$ 3,707.88</b>	<b>\$ 103.88</b>	<b>0.00</b>	<b>26.25</b>	<b>\$ 2,615.79</b>
<b>WATER</b>	<b>May 4 - 17, 2019</b>				
Daniel Pike	\$ 1,638.15	\$ 30.15	0.00	12.50	\$ 1,186.58
<b>TOTAL WATER</b>	<b>\$ 1,638.15</b>	<b>\$ 30.15</b>	<b>0.00</b>	<b>12.50</b>	<b>\$ 1,186.58</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 59,613.50</b>	<b>\$ 427.43</b>	<b>3.00</b>	<b>93.38</b>	<b>\$ 42,332.78</b>

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS				
	GENERAL			
	POLICE DEPARTMENT			
BOSS OFFICE SUPPLIES & SYS INC	PD OFFICE SUPPLIES	32.16		
LEADS ONLINE LLC	PD COMPUTER SUPPORT FEES	1,881.00		
WELTER STORAGE EQUIP CO., INC.	PD SHELVING	75.00		
		<u>1,988.16</u>		
	POLICE DEPARTMENT			
	STREET LIGHTS			
STICKLEY ELECTRIC SERVICE, INC	STREETLIGHT REPAIRS	4,916.86		
		<u>4,916.86</u>		
	STREET LIGHTS			
	AQUATIC CENTER			
FAREWAY STORES #840-1	POOL CONCESSIONS	28.95		
JOHN DEERE FINANCIAL	POOL GROUNDS SUPPLIES	60.37		
MYERS-COX CO.	POOL CONCESSIONS	1,087.13		
WATERLOO TENT & TARP CO INC	POOL EQUIP REPAIR/MAINT	32.50		
		<u>1,208.95</u>		
	AQUATIC CENTER			
	CLERK/CITY ADMIN			
JOHN MONK	JANITORIAL SERVICES	368.75		
		<u>368.75</u>		
	CLERK/CITY ADMIN			
	ATTORNEY			
IOWA STATE BAR ASSOCIATION	ATTORNEY DUES - HERMAN	300.00		
LYNCH DALLAS, P.C.	ATTORNEY FEES	316.00		
		<u>616.00</u>		
	ATTORNEY			
	CITY HALL/GENERAL BLDGS			
BAKER PAPER CO INC	CH BUILDING SUPPLIES	34.66		
BOSS OFFICE SUPPLIES & SYS INC	CH OFFICE SUPPLIES	99.54		
SALLY HINRICHSEN	CH TRAVEL - DATA TECH & IMFOA	251.83		
		<u>386.03</u>		
	CITY HALL/GENERAL BLDGS			
	GENERAL	<u>9,484.75</u>		

MONTICELLO BERND'S CENTER



**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	PARKS			
FAREWAY STORES #840-1	MBC CONCESSIONS	99.31		
JOHN DEERE FINANCIAL	MBC LEAGUE SUPPLIES	319.93		
KROMMINGA MOTORS INC	MBC EQUIP REPAIR/MAINT	165.99		
LAPORTE MOTOR SUPPLY	MBC EQUIP REPAIR/MAINT	2.66		
JOHN MONK	JANITORIAL SERVICES	306.25		
		=====		
	PARKS	894.14		
		=====		
	MONTICELLO BERNDES CENTER	894.14		
		=====		
	FIRE			
	FIRE			
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING - BOYSEN	200.00		
MED LABS OF EASTERN IOWA	FIRE PHYSICAL - T NORTON	168.00		
MONTICELLO FIRE ASSOCIATION	FIRE SERVICES	9,424.00		
ST LUKE'S METHODIST HOSPITAL	FIRE PHYSICALS	410.00		
UNITY POINT HEALTH HOSPITALS	FIRE PHYSICALS	7,729.12		
		=====		
	FIRE	17,931.12		
		=====		
	FIRE	17,931.12		
		=====		
	AMBULANCE			
	AMBULANCE			
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL	79.35		
		=====		
	AMBULANCE	79.35		
		=====		
	AMBULANCE	79.35		
		=====		
	LIBRARY IMPROVEMENT			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB IMP BOOKS	239.53		
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	28.96		
MONTICELLO HERITAGE & CULTURAL	LIB IMP PROGRAMS/PROMOTIONS	176.30		
		=====		
	LIBRARY	444.79		
		=====		
	LIBRARY IMPROVEMENT	444.79		
		=====		
	LIBRARY			

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	LIBRARY			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.41		
JOHN MONK	JANITORIAL SERVICES	293.75		
MONTICELLO EXPRESS INC	LIB ADVERTISING	62.40		
PREMIER CARPET CARE	LIB CARPET CLEANING	889.20		
SWANK MOTION PICTURES LLC	LIB PROGRAMS/PROMOTIONS	113.00		
MICHELLE TURNIS	LIB TRAVEL	84.56		
VERNON LIBRARY SUPPLIES, INC.	LIB OFFICE SUPPLIES	123.56		
		=====		
	LIBRARY	1,578.88		
		=====		
	LIBRARY	1,578.88		
		=====		
	AIRPORT			
	AIRPORT			
ALLIANT ENERGY-IES	20373 HWY 38 TERMINAL BLDG	560.49		
MONTICELLO AVIATION INC	AIRPORT MANAGER	2,000.00		
		=====		
	AIRPORT	2,560.49		
		=====		
	AIRPORT	2,560.49		
		=====		
	ROAD USE			
	STREETS			
ACCENT CONSTRUCTION	RU TREE REMOVAL/PLANTING	160.00		
ALLIANT ENERGY-IES	WELTER DRIVE STREETLIGHTS	89.93		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT	701.17		
EHRISMAN TREE SERVICE	RU TREE REMOVAL	370.00		
JONES REGIONAL MEDICAL CENTER	RU PHYSICAL - JUNGLING	145.00		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	79.28		
		=====		
	STREETS	1,545.38		
		=====		
	ROAD USE	1,545.38		
		=====		
	TRUST/SLAVKA GEHRET FUND			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB GEHRET BOOKS	65.39		
CENTER POINT PUBLISHING	LIB GEHRET BOOKS	44.34		
FAREWAY STORES #840-1	LIB GEHRET PROGRAMMING	3.99		
		=====		
	LIBRARY	113.72		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	TRUST/SLAVKA GEHRET FUND	113.72		
	MDC FUNDS			
	CAPITAL PROJECTS			
JONES COUNTY ABSTRACT & TITLE	DEVELOPMENT PROJECT - HUGHES	190.00		
	CAPITAL PROJECTS	190.00		
	MDC FUNDS	190.00		
	BATY DISC GOLF COURSE			
	PARKS			
NAYLOR SEED COMPANY	BATY DG GROUNDS SUPPLIES	570.00		
	PARKS	570.00		
	BATY DISC GOLF COURSE	570.00		
	C.C. BIDWELL LIBRARY BOOK			
	LIBRARY			
BAKER & TAYLOR BOOKS OVERDRIVE	LIB BIDWELL BOOKS	279.83		
	LIB BIDWELL BOOKS	20.91		
	LIBRARY	300.74		
	C.C. BIDWELL LIBRARY BOOK	300.74		
	TRUST/IOMA MARY BAKER			
	LIBRARY			
OVERDRIVE	LIB BAKER BOOKS	220.34		
	LIBRARY	220.34		
	TRUST/IOMA MARY BAKER	220.34		
	WATER			
	WATER			
ALL SEASONS AUTO BODY INC	WATER VEHICLE REPAIR/MAINT	767.89		
BROWN SUPPLY CO INC	WATER SUPPLIES	245.00		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
IOWA ONE CALL	WATER SYSTEM	27.00		
	WATER	1,039.89		
	WATER	1,039.89		
	CUSTOMER DEPOSITS			
	WATER			
CITY OF MONTICELLO	<b>WATER DEPOSIT REFUNDS</b>	594.24		
JANAAN KRAUS	WATER DEPOSIT REFUND	175.76		
	WATER	770.00		
	CUSTOMER DEPOSITS	770.00		
	SEWER			
	SEWER			
ALL SEASONS AUTO BODY INC	SEWER VEHICLE REPAIR/MAINT	767.88		
ANDY'S ELECTRIC INC	SEWER BLDG REPAIR/MAINT	165.00		
HACH COMPANY	SEWER LAB SUPPLIES	96.24		
IOWA ONE CALL	SEWER SYSTEM	27.00		
JOHN DEERE FINANCIAL	SEWER BLDG REPAIR/MAINT	17.07		
MUNICIPAL SUPPLY INC	SEWER SYSTEM	2,645.95		
	SEWER	3,719.14		
	SEWER	3,719.14		
	SANITATION			
	SANITATION			
REPUBLIC SERVICES	RESIDENTIAL RECYCLING/GARBAGE	21,045.00		
	SANITATION	21,045.00		
	SANITATION	21,045.00		
**** SCHED TOTAL ****		62,487.73		
***** REPORT TOTAL *****		62,487.73		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	9,484.75		
005	MONTICELLO BERNDES CENTER	894.14		
015	FIRE	17,931.12		
016	AMBULANCE	79.35		
030	LIBRARY IMPROVEMENT	444.79		
041	LIBRARY	1,578.88		
046	AIRPORT	2,560.49		
110	ROAD USE	1,545.38		
178	TRUST/SLAVKA GEHRET FUND	113.72		
337	MDC FUNDS	190.00		
338	BATY DISC GOLF COURSE	570.00		
502	C.C. BIDWELL LIBRARY BOOK	300.74		
503	TRUST/IOMA MARY BAKER	220.34		
600	WATER	1,039.89		
602	CUSTOMER DEPOSITS	770.00		
610	SEWER	3,719.14		
670	SANITATION	21,045.00		

City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: # 1+Z  
Agenda Date: 06/03/2019

**Communication Page**

**Agenda Items Description:** Public Hearing on proposed rezoning of property located on Meade Farm Lane, known as Parcel 0227426003, from R-1 Single Family Residential to R-3 Condominium Development. Ordinance to re-zone property from R-1 to R-3 Condominium Development. (1<sup>st</sup> Reading)

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Ordinance

Aerial

Letter to neighbors

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Mitch and Kendy Monk request the re-zoning of a lot on Spring Farm Lane from R-1 to R-3 to allow for the construction of a two unit Condominium.

**Background Information:** Mitch and Kendi live at 5 Spring Farm Lane. They own a lot located generally to the west of their home, between their home and Spring Farm Lane. It is on this lot that they would like to build a two unit condominium similar to the floor plan and pictorial representation attached. This area is a bit unique as Spring Farm Lane, which generally runs north/south, was extended in an easterly direction some years ago to provide separate street frontage for 9 and 11 Spring Farm Lane when CJ Matthiessen wanted to build a house on Jack Fraser property which would have otherwise not had frontage. So, even though the structure proposed by the Monk's would basically be in their front yard, their existing house has frontage on the Easterly section of Spring Farm Lane and the construction would, therefore, appear to be legal under the Code.

After the receipt of public comment the Council can then consider the approval of the 1<sup>st</sup> reading of an Ordinance to re-zone the property from R-1 to R-3, Condominium Development, for purposes of a two unit condominium.

The property would be served by a septic system and City water. The septic would not be your standard septic as there is not likely room for such a system, however, the Monks have met with a local contractor who has had contact with Jones County Public Health in regard to requirements and options and it appears that there are viable options. Mitch indicated to me that if they determined that septic options were untenable or not an option that they would not move forward.

It is my understanding that some of the neighbors have concerns with the project and have met. I also understand that Kendi/Mitch reached out to neighbors via text or e-mail on 5/29 but have not received any responses to date.

The P & Z has reviewed the request and recommended that the proposed re-zoning be approved to R-3 for the specific purpose of building a two unit Condominium.

I sent a letter to all owners on Spring Farm Lane today letting them know of the Public Hearing. (Notice was also published in the Monticello Express) Mitch and/or Kendi will be present at the meeting.

**Recommendation:** I recommend that the Mayor open the Public Hearing, accept comment if any, close the Public Hearing, and that the 1<sup>st</sup> Reading of the Ordinance to re-zone then be considered.

Preparer: Doug Herman, Monticello City Admin. 200 E. 1<sup>st</sup> St., Monticello, IA 52310; 319.465.6435  
Return to: City of Monticello, 200 East First Street, Monticello, Iowa 52310

Amendment to Ordinance recorded as document \_\_\_\_\_, recorded date \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

An ordinance amending the Monticello Code of Ordinances, by amending Chapter 165 "ZONING REGULATIONS" and amending the Official Zoning Map.

BE IT ENACTED by the City Council of the City of Monticello, Iowa:

SECTION 1. The property identified locally as Tax Parcel 0227426003, located immediately in front of property known by 5 Spring Farm Lane, and legally described as follows, is hereby rezoned from R-1 (Single Family Residential) to R-3 (Condominium Development) for purposes of one two unit Condominium.

#### **Legal Description**

That part of Lot 1 of "Fraser Place" commencing at the Southeast corner of said Lot 1 thence West 180 feet to the point of beginning, thence North 90 feet; thence West to the West line of Lot 1; thence Southerly along the West line of said Lot 1 to the Southwest corner of said Lot 1; thence East along the South line of said Lot 1 to the point of beginning and including the right of easement to use the existing road with others on the Westerly side of Lot 1 and Lot 2 of "Fraser Place" aforesaid, including the right of easement to use the existing driveway with others on the Southerly side of Lot 1, SUBJECT to all easements of record, all in Jones County, Iowa

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

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the City Council in session this \_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Brian Wolken, Mayor

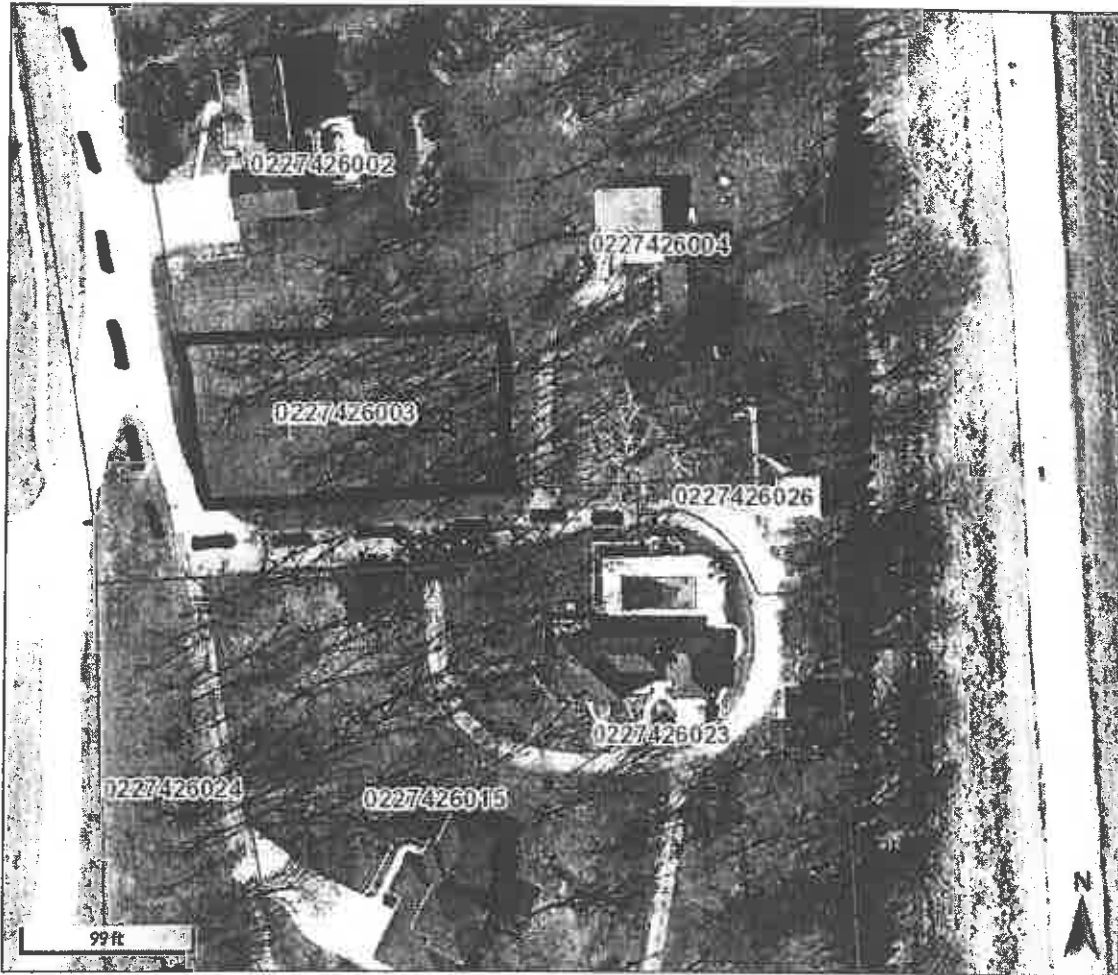
ATTEST:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

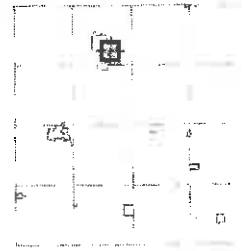


I certify that the foregoing document was published as Ordinance No.    on the    day of  
\_\_\_\_\_.

\_\_\_\_\_  
Sally Hinrichsen, City Clerk



**Overview**



**Legend**

- ▭ Parcels
- Cartography
- Major Roads

<b>Parcel ID</b>	0227426003	<b>Alternate ID</b>	162100	<b>Owner Address</b>	NAGEL, KENDIL
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	R		5 SPRING FARM LN
<b>Property Address</b>		<b>Acreage</b>	0.343		MONTICELLO IA 52310
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	27 86 3 COM SE COR LOT FRASER PLACE TH W 180' TO BEG TH N 90' TH W TO W LN LOT 1 TH SLY TO (Note: Not to be used on legal documents)				

THIS MAP DOES NOT REPRESENT A SURVEY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA DELINEATED HEREIN, EITHER EXPRESSED OR IMPLIED BY JONES COUNTY OR ITS EMPLOYEES. THIS MAP IS COMPILED FROM OFFICIAL RECORDS, INCLUDING PLATS, SURVEYS, RECORDED DEEDS, AND CONTRACTS, AND ONLY CONTAINS INFORMATION REQUIRED FOR LOCAL GOVERNMENT PURPOSES. SEE THE RECORDED DOCUMENTS FOR MORE DETAILED LEGAL INFORMATION.

Date created: 3/27/2019  
 Last Data Uploaded: 3/26/2019 5:34:53 PM

Developed by Schneider  
 GEOSPATIAL

----- = City Street R.O.W.



CITY OF  
MONTICELLO

200 E. First St.  
Monticello, IA 52310  
(319) 465-3577  
Fax (319) 465-3527

*Equal Opportunity Employer - Fair Housing City*

To: Spring Farm Lane Residents  
From: City of Monticello  
Re: Re-Zoning Request Received from Mitch and Kendi Monk  
Date: May 30, 2019

Please be advised that Mitch and Kendi Monk, owners of 5 Spring Farm Lane, have requested that their front lot, a separately described lot, be re-zoned from R-1 Single Family Residential to R-3 Condominium Development for purposes of constructing one two unit condominium. I have attached a couple pages representing the general look and layout of the structure they are proposing to this letter.

The Condos would be served by a septic system that would require County approval and City water. It is my understanding that Mitch has met with a local plumbing contractor and that there has been contact with the County in regard to the septic system requirements and considerations.

There will be a **Public Hearing before the City Council on Monday June 3, 2019 at 6:00 p.m.** in the Council Chambers at the Mary Lovell LeVan Renaissance Center after which the Council may consider the approval of the first reading of an Ordinance to re-zone the property as requested. Ordinance require three separate readings before considered finally approved unless the Council waives that requirement which is unlikely in this case. Therefore, if the first reading of the Ordinance is approved on Monday June 3<sup>rd</sup> the Council would consider subsequent readings on June 17<sup>th</sup> and July 1<sup>st</sup>.

Feel free to call me with any questions or to reach out to Mitch and Kendi, I know they are willing to discuss as well.

Sincerely yours,

  
Douglas D. Herman  
Monticello City Administrator

City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: 3,4,5,6  
Agenda Date: 06/03/2019

**Agenda Items Description:** Public Hearing on final approval of Development Agreement between the City of Monticello and Mike Beck, a/k/a Beck Construction. Resolution to approve Dev. Agrmt. Public Hearing on proposed amendments to Monticello Urban Renewal Plan to include incentives associated with Livestock Truck Wash Facility. Resolution to approve amendment to Urban Renewal Plan to include incentives associated with Livestock Truck Wash Facility.

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

- Proposed Resolution to approve Dev. Agrmt.
- Proposed Agreement
- Prop. Res. to approve Urb. Ren. Plan Amend.
- Urban Renewal Plan Amendment

**Fiscal Impact:**

- Budget Line Item:
- Budget Summary:
- Expenditure:
- Revenue:


**Synopsis:** The Proposed Agreement provides incentives for Mike Beck and partners related to the Truck Wash project.

**Background Information:** Mike Beck has a development agreement with the City that went into place when he bought property at time Kardes was moving forward. He was guaranteed benefits if he moved forward within certain timelines. He is moving forward, however, due to changes in the law, and a desire for additional terms in the agreement, we cannot move forward with the existing agreement unless and until we go through a process. Tonight's actions will be the last necessary actions. On the agenda tonight are the following:

1. **Public Hearing on final approval of Dev. Agreement.** The Dev. Agrmt. Previously received preliminary approval of the Council, however, the approval was made with the understanding that I needed to perform some additional research on water/sewer rate discounts. After the preliminary approval of the agreement a public hearing was set for tonight to receive public comment.
  - a. Prior to holding this public hearing there are other required steps. Those steps include publishing notice of the Hearing, allowing the Planning & Zoning Board an opportunity to review the plan change, comment and/or recommend changes, and providing an opportunity for the County and the School to meet with me and be heard with regard to the proposed amendments. All those steps have been completed. The P & Z had no negative comments or recommendations, and neither the School nor the County made any formal objections to the proposed amendment.
  - b. During the public hearing I will review the Dev. Agreement and specifically cover changes to the agreement since its' preliminary approval. The agreement provides for the following incentives:
    - i. Tax Rebates over ten years consistent with past development agreements.

- ii. Land Purchase Grant Payments at \$20,000 per acre consistent with past development agreements.
  - iii. Grant to reimburse developer for the cost of a Sanitary Sewer composite Sampler that is required by the City/DNR to monitor the waste being sent the City Sewer Plant. Grant will equal the cost of the sampler plus 10% to cover installation and miscellaneous parts related thereto. The City must pre-approve the sampler to be installed. (Estimated Grant is not to exceed \$8,250)
  - iv. Potential Grant to reimburse developer for water or sewer rate increases that exceed 5% calculated on an annual basis.
  - v. It is also likely that some amount of sewage will be diverted from the City Sewer Plant to a tanker truck to be hauled off site to another location. The City and Developer will agree to a means of determining the gallonage taken off site and not put into our sewer system and Developer will not be charged sewer fees for that waste.
2. **Resolution** to finally approve Development Agreement. After the public hearing and open discussion on the project the Resolution would result in its formal approval. The approval would be subject to and contingent upon the approval by the City Council of the Urban Renewal Plan amendment.
  3. **Public Hearing** on amendment to Urban Renewal Plan. There will not likely be a need for additional discussion as this step merely approves an amendment to the Urban Renewal Plan to specifically identify the Livestock Truck Wash and related development agreement as a project eligible for incentives to be paid with Tax Increment Financing.
  4. **Resolution** approving Amendment to Urban Renewal Plan. Again, no new discussion likely as all four of these steps and processes are tied to the same project and same facts.

I understand that the investment may be near \$2,000,000. Because the investment does not always equal the assessed valuation I have calculated approximate rebates based upon a valuation of \$1,000,000. At the current millage rate of \$34.05 per \$1,000 of taxable valuation the property owner would be paying annual taxes in the amount of \$34,050. (If value is higher than \$1,000,000 or millage rate increases the taxes due and payable would be higher; if decreases then the taxes due and payable would be less.) At that value and tax rate the total incentives would be “paid back” after just under 12 years of tax payments by the property owner. If the property were valued at \$1,500,000 instead of \$1,000,000, the annual taxes based upon the same millage rate would be \$51,075 and if valued at \$2,000,000 the annual taxes based upon the same millage rate would be \$68,100.

Like many development projects, if the project is not built in Monticello we will never have the benefit of that tax base. Not to mention sales tax, jobs, water/sewer revenues, etc.

**Staff Recommendation:** I recommend that the Mayor open and close public hearings and that the Council approve the Final Development Agreement and Amendment to the City Urban Renewal Plan as proposed.

DEVELOPMENT AGREEMENT  
Supplemental to Development Agreement dated March 17, 2014

This Agreement is entered into between the City of Monticello, Iowa (the “City”) and \_\_\_\_\_ (the “Developers”) as of the \_\_\_\_ day of \_\_\_\_\_, 2019.

**WHEREAS**, the City has previously established the Monticello Urban Renewal Area (the “Urban Renewal Area”), and has adopted a tax increment ordinance for the Urban Renewal Area; and

**WHEREAS**, the Developers acquired an interest in certain real property which is situated within the Urban Renewal Area and more specifically described on Exhibit A hereto (the “Property”). The Developers, along with others, entered into a development agreement with the City on or about March 17, 2014 that was approved by Resolution No. 14-\_\_\_\_. Said development agreement provided a set of benefits or incentives to be provided to the Developers subject to certain conditions. Developer Karde’s Inc. immediately took steps to construct a gas station/convenience store/truck stop on six acres of the above-referenced property making them eligible for the agreed upon benefits and incentives. The other Developers, Beck and McDermott, did not take immediate steps to develop their parcel and are now prepared to move forward with the construction of a Livestock Truck Wash on said parcels, and

**WHEREAS**, the original Development Agreement provided that the Developers would retain eligibility for the rebate payments set forth in said agreement son long as they had finished an eligible project and received an occupancy permit from the City by January 1, 2020.

**WHEREAS**, the Developers have been working with the City to move forward with the requested project and the City is supportive of the project, and

**WHEREAS**, the project timeline has been complicated or delayed while the City and the Developer have been discussing and creating a sanitary sewage pre-treatment agreement to place limits on what may or may not be sent by the facility through the City Sanitary Sewer to the City Wastewater Treatment Facility, and

**WHEREAS**, the parties have agreed to the terms of a “draft” pre-treatment agreement that is going through some final changes before being presented to the Iowa DNR for review and approval, and

**WHEREAS**, with the identification of a project for this site (Livestock Trailer/Truck Wash) the Developer and City have negotiated additional incentives and terms that necessitate the entry into a Supplemental Development Agreement, and

**WHEREAS**, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

**NOW THEREFORE**, the parties hereto agree as follows:

**A. Developer's Covenants**

1. The Developers agree to construct a Livestock Trailer/Truck wash facility on the property substantially consistent with the site plan approved by the City, said construction to include grading and storm water management improvements that are subject to review by the City Engineer and approval by the City.
2. The Developers acknowledge that they must follow the dictates of the C-3 Highway Commercial Zoning District, signage requirements, and related design standards when constructing the improvement.
3. The Developers agree to make timely payment of all property taxes as they come due throughout the term of this Agreement with respect to the Property and to submit a receipt or cancelled check in evidence of each such payment to the City.

**B. City's Covenants**

1. **Rebate Payments.** In recognition of the Developers obligations set out above, the City agrees to make 20 semi-annual economic development tax increment payments (the "Rebate Payments") to the Developer, pursuant to Chapters 15A and 403 of the Code of Iowa and as described below.

With regard to the project this Agreement assumes that the project will be considered at or near 100% complete for tax purposes on January 1, 2020, with the first tax payment, reflecting said taxation, to be made on or about September, 2021. The semi-annual Rebate Payments set out above will be made on December 1 and June 1 of each fiscal year, beginning on December 1, 2021 and continuing thereafter consistent with the schedule set out below. In the event that the project is not considered at or near 100% complete as of January 1, 2020 the schedule of the incentives set forth herein may be delayed if agreed to in writing by both the City and the Developer.

Each Rebate Payment shall be in an amount which represents a percentage (the "Annual Percentage") of the Incremental Property Tax Revenues available to the City with respect to the Property during the 6 months immediately preceding each Payment date reduced by the Repayment Deduction (as hereinafter set forth). Incremental Property Tax Revenues are produced by multiplying the consolidated property tax levy (city, county, school, etc.) times the incremental valuation of the Property, then subtracting debt service levies of all taxing jurisdictions, subtracting the school district physical plant and equipment levy and subtracting any other levies which may be exempted from such calculation by action of the Iowa General Assembly. The Annual Percentages shall be as follows:

- FY 2020-2021: 100% (Taxes Paid on or about 9/21 and 3/22)
- FY 2022-2023: 90% (Taxes Paid on or about 9/22 and 3/23)
- FY 2023-2024: 85% (Taxes Paid on or about 9/23 and 3/24)
- FY 2024-2025: 80% (Taxes Paid on or about 9/24 and 3/25)
- FY 2025-2026: 75% (Taxes Paid on or about 9/25 and 3/26)
- FY 2026-2027: 70% (Taxes Paid on or about 9/26 and 3/27)
- FY 2027-2028: 65% (Taxes Paid on or about 9/27 and 3/28)

FY 2028-2029: 60% (Taxes Paid on or about 9/28 and 3/29)  
FY 2029-2030: 60% (Taxes Paid on or about 9/29 and 3/30)  
FY 2030-2031: 60% (Taxes Paid on or about 9/30 and 3/31)

**2. Land Purchase Grant Payments.** The City further agrees to make a series of economic development grants (the “Grant Payments”) (the Grant Payments and the Rebate Payments are collectively referred to as the Total Payments.) to each Developer subject to the following timing and performance requirements:

a). Upon completion of construction on an improvement, with an assessed valuation of at least \$100,000 per acre on which the improvement is located, and the receipt of an occupancy permit from the City with respect to said completed Project – a Grant Payment in the amount of \$20,000.

b). At the one year anniversary of the issuance of the occupancy permit, and at one year intervals thereafter, with respect to the completed Project and so long as the Project is still in service for the Developer’s business operations – a Grant Payment in the amount of \$20,000, until such time as the City has paid total Grant Payments equaling \$20,000 per acre of property purchased and utilized for business purposes by the Developer.

c). The project will utilize 7 acres, encompassing the parcels owned by Beck and McDermott, therefore, being eligible for TIF Grants totaling \$140,000 over the life of this agreement if all other terms of the agreement are met so as to retain eligibility. (Overall valuation must meet or exceed \$700,000 for full eligibility. If the overall valuation, determined as of the 100% valuation date, is less than \$700,000, the rebate shall be reduced proportionally

d). Grant Payments will cease immediately in the event that any qualifying completed project does not remain open for business.

**3. Sanitary Sewer Composite Sampler Grant Payment.** As a result of the potential impacts to the City Wastewater Treatment Plant, and the aforementioned pretreatment agreement, a composite sampler must be installed as part of this project, the purpose being to monitor the make-up of the waste being sent to the Wastewater Treatment Plant to ensure compliance with the pretreatment agreement. Due to the fact that this sampler is being required by the City and necessary due to the type of wastewater facility the City has in place (trickling filter system) the City agrees to a grant to the Developer in an amount equal to the cost of the Composite Sampler plus 10% to cover miscellaneous costs related to the installation and maintenance of said system. This payment shall be made within thirty days of the issuance of an occupancy permit by the City. Once installed it shall be the sole obligation of the Developer to maintain, repair and replace if necessary the composite sampler.

**4. Sanitary Sewer Installation.** The City of Monticello previously paid for the installation of a sewer main that terminated on the Beck parcel which will be the point at which the project sanitary sewer service will be connected to the City system. (The service line connection will be completed consistent with City rules and regulations.) The Developers will be responsible for all



costs related to the connection of their project/facilities to said sewer main and will pay applicable sewer fees to the City once connected.

**5. Water Service Line Installation.** The City of Monticello previously paid for the installation of a water main on the north side of 190<sup>th</sup> Street. Developer shall be solely responsible for the costs of connecting to said main. Connection to the main will be made by boring under 190<sup>th</sup> Street and once installed under 190<sup>th</sup> Street there shall be an appropriate shut off valve installed on the project property. The installation of the service line from the main to the shut off shall be overseen and approved by the City.

**6. Security and Debt Certification.** The Payments shall not constitute general obligations of the City, but shall be made solely and only from Incremental Property Tax Revenues received by the City from the Jones County Treasurer which are attributable to the Property.

Each Payment shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the term of this Agreement, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year equal to or less than the most recent Developer's Estimate factored by the Annual Percentage to be in effect in the next succeeding fiscal year (the "Appropriated Amount").

In any given fiscal year, if the City Council determines to not obligate the then-considered Appropriated Amount, then the City will be under no obligation to fund the Payments scheduled to become due in the following fiscal year, and the Developer will have no rights whatsoever to compel the City to make such Payments or to seek damages relative thereto. A determination by the City Council to not obligate funds for any particular fiscal year's Payments shall not render this Agreement null and void, and the Developer shall make the next succeeding submission of the Developer's Estimate as called for in Section A.4 above.

In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, then the City Clerk will certify by December 1 of each such year to the Jones County Auditor an amount equal to the most recently obligated Appropriated Amount.

It is the intention and desire of the City Council, at the passage of this Developer's Agreement, that funds will be annually appropriated as contemplated herein absent a finding by the City Council of severe hardship to the City.

**C. Water / Sewer Grant**

1. Due to the significant water usage anticipated at this site, and the importance of budgeting the costs of sewer/water into the Developer's business plan the City agrees to the following:

a. Water/Sewer Grants: Developer shall be eligible for a TIF grant calculated consistent with the following provisions:

- i. Water rates are set by Ordinance.
- ii. Developer will pay rates consistent with the Ordinance.
- iii. For a period of ten years the City will provide a TIF Grant, annually, in September, covering the prior period of July 1 through June 30, equal to the amounts invoiced to and paid by the Developer based upon rate increases that exceed 5% over the prior year period. If Developer's water and/or sewer rates increase by 5% or less this provision would have no impact and there would be no rebate. If, however, rates are increased in excess of 5% the Developer shall be eligible for a TIF Grant equal to the amount paid by the Developer for Water and Sewer services that exceed what the Developer would have paid if the increase in rates had been 5%.

1. The ten year period commences with the first July 1<sup>st</sup> following the issuance of an Occupancy Permit to the Developer.
2. The rate in existence at the issuance of the Occupancy Permit shall be considered the base rate for grant calculation purposes.
3. If Developer is entitled to a rebate based upon an increase that exceeds 5%, that rebate shall be for that prior year's period. When looking at a potential rebate for the following year the rebate would be based upon a review of cumulative increases from prior years. For example:

- a. Year 1, 4% increase, no rebate.
- b. Year 2, 8% increase, a rebate of the expenses created by the 3% that exceeds the allowable 5% increase. (The fact the prior year was 1% short of the allowable 5% growth does not decrease the rebate.)
- c. Year 3, 2% increase, no rebate, as the prior year's 8% increase plus year 3's increase of 2% result in an increase of 10%.<sup>1</sup>
- d. Year 4, 9% increase, a rebate of the expenses created by the 4% that exceeds the allowable 5% growth.

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<sup>1</sup> The agreement recognizes that a 2% increase of a rate that was increased previously by 8% would be slightly more than a 10% increase on the rate that existed prior to the 8% increase and has intentionally been drafted in this fashion to simplify the terms.

- e. Year 5, no increase, then no rebate as the “excess” 4% from the prior year is less than the 5% allowable for this year.

**D. Sewer Usage**

It is anticipated that some water used at the facility will be diverted from the City Sewer System to a tanker to be hauled off site. The Developer and City will agree to a means of calculating the amount of sewage, in gallons, hauled off site and the Developer will not be assessed sewage fees for said sewage.

**E. Administrative Provisions**

1. This Agreement may not be amended or assigned by either party without the written consent of the other party. However, the City hereby gives its permission that the Developer’s rights to receive the economic development tax increment payments hereunder may be assigned by the Developer to a private lender, as security on a financing transaction related to the completion of the Project, without further action on the part of the City.
2. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.
3. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.
4. The City and the Developer have caused this Agreement to be signed, and the City’s seal to be affixed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF MONTICELLO, IOWA

By \_\_\_\_\_  
Brian Wolken, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

Beck Construction, Inc.

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO,  
IOWA

RESOLUTION #19-    

**Resolution to approve Development Agreement between the City of Monticello and  
Mike Beck a/k/a Beck Construction**

**WHEREAS,** The City Council of Monticello wishes to promote urban revitalization and economic development and finds that the proposed construction of a Livestock Truck Washing facility near Kardes 151 would further those goals and be in the best interests of the community, and

**WHEREAS,** The City of Monticello has entered into many development agreements over the years, promoting the development of new business, new jobs, and needed and/or desired businesses within the Monticello City limits, and

**WHEREAS,** The City Council finds that the City should offer similar incentives as offered to other enterprises, in addition to a couple other incentives unique to this proposed project, as follows:

1. **Rebate Payments.** In recognition of the Developers obligations set out above, the City agrees to make 20 semi-annual economic development tax increment payments (the "Rebate Payments") to the Developer, pursuant to Chapters 15A and 403 of the Code of Iowa and as described below.

Year 1: 100%  
Year 2: 90%  
Year 3: 85%  
Year 4: 80%  
Year 5: 75%  
Year 6: 70%  
Year 7: 65%  
Year 8: 60%  
Year 9: 60%  
Year 10: 60%

2. **Grant Payments.** The City further agrees to make a series of economic development grants (the "Grant Payments") in the amount of \$20,000 per acre, with the first payment made upon occupancy and subsequent payments on one year intervals thereafter. The \$20,000 per acre rebate being subject to overall property and improvement valuation of at least \$100,000 per acre. If the overall valuation is less than \$100,000 per acre the rebate will be reduced proportionally.

**3. Sanitary Sewer Composite Sampler Grant Payment.** The City further agrees to rebate an amount equal to the cost of a Sanitary Sewer Composite Sampler plus 10% to cover miscellaneous costs related to the installation and maintenance of said system. This payment shall be made within thirty days of the issuance of an occupancy permit by the City. Once installed it shall be the sole obligation of the Developer to maintain, repair and replace if necessary the composite sampler.

**4. Water/Sewer Services Grant.** The City will, as spelled out in the agreement, provide a TIF Grant once per year for a period of ten years, to the Developer to offset any increase in water or sewer rates that exceed 5% over the prior year, generally. See the agreement for the specific terms.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the proposed Development Agreement between the City of Monticello and Mike Beck a/k/a Beck Construction.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 6<sup>th</sup> day of June, 2019.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA  
RESOLUTION #19-\_\_\_\_

## Approving 2019 Amendment Number 3 to the City of Monticello Urban Renewal Area

**WHEREAS,** The City of Monticello has previously created the Monticello Urban Renewal Area, as subsequently amended, hereinafter referenced as the "Urban Renewal Area", and

**WHEREAS,** The Council, being duly advised, has determined it appropriate and desirable to amend the Urban Renewal Plan to include the provision of incentives to be paid to Mike Beck a/k/a Beck Construction consistent with a previously approved Development Agreement in return for the construction of a Livestock Truck Wash Facility, and

**WHEREAS,** The Council desires to consider all input before making a final decision on the proposed amendment to the Urban Renewal Plan, and

**WHEREAS,** A Public Hearing must be scheduled to allow for public input on the proposed amendments, and the public hearing was previously scheduled with appropriate notice published in the Monticello Express for tonight, and

**WHEREAS,** The City of Monticello Planning & Zoning Board previously reviewed the proposed amendment and voiced no objections, and

**WHEREAS,** The City Administrator invited the School Superintendent and the County Auditor to a meeting to discuss the proposed amendments as required by the Code, and

**WHEREAS,** No objections have been received from the County, the School, or anyone else to the proposed amendment.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council in session this 6<sup>th</sup> day of June, 2019, that the proposed amendment to the Monticello Urban Renewal Plan, 2019 Plan Amendment #3, approving an amendment to the plan to provide incentives to the Developer in return for the construction of the proposed Livestock Truck Wash Facility as set out fully in a Development Agreement between the Developer and the City approved by Resolution No. 19-\_\_\_\_\_ on June 3, 2019.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 3<sup>rd</sup> day of June, 2019.

Attest:

\_\_\_\_\_  
Brian Wolken, Mayor

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

CITY OF MONTICELLO, IOWA

2019 URBAN RENEWAL PLAN AMENDMENT No. 3  
MONTICELLO URBAN RENEWAL AREA

The Urban Renewal Plan (the “Plan”) is being amended for the purpose of identifying a new urban renewal project to be undertaken within an existing Urban Renewal Area.

**1) Identification of Project.**

By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project description:

**Name of Project:** Livestock Truck Wash project, an Economic Development Project.

**Name of Urban Renewal Area:** Monticello Urban Renewal Area

**Year of Establishment of Urban Renewal Area:** 2001 addition

**Date of Council Approval of Project:** \_\_\_\_\_, 2019

**Location and Description of Economic Development Project:** The project involves the construction of a Livestock Truck Wash facility, with associated site improvements, on approximately seven (7) acres of land currently owned by Beck Construction and McDermott LLLP.

**Description of Use of TIF:** The City has preliminarily approved a Developer’s Agreement providing economic incentives to the Developer (Beck) as follows:

1. Tax Rebate Payments will be made over ten (10) years, with semi-annual payments to commence after the improvement has been fully completed and 100% assessed by the Jones County Assessor, at the following rebate percentages as applied to the value added by the improvements:

- a. Year 1: 100%
- b. Year 2: 90%
- c. Year 3: 85%
- d. Year 4: 80%
- e. Year 5: 75%
- f. Year 6: 70%
- g. Year 7: 65%

- h. Year 8: 60%
- i. Year 9: 60%
- j. Year 10: 60%

2. TIF grants:

- a. As has been the past practice of the City Council in this new commercial area of the Community the Council proposes a TIF Grant equal to \$20,000 per acre of land utilized as part of the project site, in this case there are seven (7) acres, and payments would be made as follows:
  - i. \$20,000 upon issuance of occupancy permit
  - ii. \$20,000 per year thereafter, for a period of six (6) years
  - iii. For full eligibility the overall assessed valuation of the land as improved must exceed \$700,000. If less than \$700,000 the grants shall be reduced in proportion to the percentage of the assessed valuation when compared to \$700,000. (If valued at \$600,000, the annual rebates would be approximately \$17,142 per acre. ( $\$600,000/\$700,000 = 85.71\%$ ; Then, multiply  $85.71\% \times \$20,000$ )
- b. Sanitary Sewer Composite Sampler: A grant equal to the cost of an agreed upon Composite Sampler plus 10% to cover miscellaneous costs of installation. (Anticipated that the total cost will not exceed \$7,500) This grant shall be paid within thirty (30) days of Occupancy Permit issuance.
- c. Water/Sewer Rate Grants: The Council considered a reduction in water or sewer rates for high consumption usage. After a review of said plan it has been determined to not proceed in that fashion. The Council may, in lieu of the above plan, provide a reimbursement by TIF grant an amount calculated as follows:
  - i. Water rates are set by Ordinance.
  - ii. Developer will pay rates consistent with the Ordinance.
  - iii. For a period of ten years the City will provide a TIF Grant, annually, in September, for the period of July 1 through June 30, equal to the amounts invoiced to and paid by the Developer based upon rate increases that exceed 5% over the prior year period. If Developer's water and/or sewer rates increase by 5% or less this provision would have no impact and there would be no rebate. If, however, rates are increased in excess of 5% the Developer shall be eligible for a TIF Grant equal to the amount paid by the Developer for Water and Sewer services that exceed what the Developer would have paid if the increase in rates had been 5%.
    - 1. The ten year period commences with the first July 1<sup>st</sup> following the issuance of an Occupancy Permit to the Developer.



**3. Required Financial Information.** The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	\$12,282,292 <sup>1</sup>
Outstanding general obligation debt of the City:	\$ 4,890,000 <sup>2</sup>
Proposed debt to be incurred in connection with this Amendment:	\$ 401,924 <sup>3</sup>

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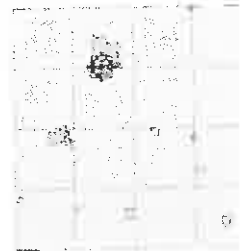
<sup>1</sup> This number represents the Constitutional Debt limit entering FY '20

<sup>2</sup> This number represents the Total G.O. Debt entering FY '20 which does not include TIF Rebate agreements subject to Annual Appropriation in the approx. current amount of \$218,979

<sup>3</sup> Tax Rebate is based upon \$1,000,000 estimated valuation at current millage rate of \$34.05 per thousand over ten years without taking into account Business Property Credit which would not be a significant factor equals \$253,674. TIF Land Grant at \$20,000 acre for seven (7) acres equals \$140,000 and TIF Grant to cover Composite Waste Sampler equals approximately \$8,250. TIF Grant related to Water/Sewer Rate Increase Protections would not be significant and due to its speculative nature is not included.



**Overview**



**Legend**

- Parcels
- Cartography
- Major Roads

<b>Parcel ID</b>	0233476001	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	BECK CONSTRUCTION INC
<b>Sec/Twp/Rng</b>	33-86-03	<b>Class</b>	C		PO BOX 98
<b>Property Address</b>	2100 S MAIN ST MONTICELLO	<b>Acreage</b>	n/a		CASCADE IA 52033
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	33-86-03 HIGHWAY VIEW SD LOT 3 (Note: Not to be used on legal documents)				

THIS MAP DOES NOT REPRESENT A SURVEY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA DELINEATED HEREIN, EITHER EXPRESSED OR IMPLIED BY JONES COUNTY OR ITS EMPLOYEES. THIS MAP IS COMPILED FROM OFFICIAL RECORDS, INCLUDING PLATS, SURVEYS, RECORDED DEEDS, AND CONTRACTS, AND ONLY CONTAINS INFORMATION REQUIRED FOR LOCAL GOVERNMENT PURPOSES. SEE THE RECORDED DOCUMENTS FOR MORE DETAILED LEGAL INFORMATION.

Date created: 5/23/2019  
Last Data Upbaded: 5/22/2019 5:37:42 PM

Developed by **Schneider**  
GEOSPATIAL

City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: # 7  
Agenda Date: 06/03/19

**Communication Page**

**Agenda Items Description:** Resolution to approve request of WIN Group to hold “Monti Days” event in downtown Monticello on Saturday August 24<sup>th</sup> from 8 a.m. to 11 p.m. (Includes 1<sup>st</sup> Street Closure between Cedar and Main. Police Chief would need to assist group with DOT Hwy. 38 closure process.)

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolution

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	\$2,340 +/-
Revenue:	n/a

**Synopsis:** WIN (Women in Networking) requests formal approval of their downtown event with street closure on August 24<sup>th</sup>.)

**Background Information:** The proposed schedule of events for Monti Days is as follows:

**Monti Days – Saturday, August 24, 2019**

**9:00 am -12:00 noon** – Promote Local Businesses! Retail stores will have in store promotions.

**1:00 pm** - Block off First Street and set up events

**3:00 pm**

Kids Fun Run down First Street

Miscellaneous games and activities for kids and adults (bag tournament)

Meats on the streets – a cook off contest

Local Food truck(s) and vendors

**5:00 pm –8:00 pm**

Battle of the DJ's

**8:00 pm –11:00 pm** – Band and street dance

1<sup>st</sup> street will need to be closed from 9:00 a.m. to approximately 11:00 p.m. This request will need to flow through the IDOT and Britt can help them with that process. I assume, with their connection to the downtown, that they have had some contact with businesses, and the business promotion portion of their event is a great component. I am very grateful and appreciative of this group stepping forward to take steps that promote the downtown.

**Recommendation:** I recommend that the Council approve the request to hold Monti Days subject to DOT road closure approval.

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION #19-\_\_

**Resolution** to approve request of WIN Group to hold “Monti Days” event in downtown Monticello on Saturday August 24<sup>th</sup> from 8 a.m. to 11 p.m. (Includes 1<sup>st</sup> Street Closure between Cedar and Main.)

**WHEREAS**, The WIN (Women in Networking) group has requested permission to hold an event in downtown Monticello on August 24<sup>th</sup> from approximately 8:00 a.m. to 11:00 p.m. with many varied activities throughout the course of the day/event, and

**WHEREAS**, The event will clearly cause the closure of 1<sup>st</sup> Street from Cedar to Main and DOT approval will be required, and

**WHEREAS**, The Council finds that an active and vibrant downtown is a positive and for that reason finds that the event should not only be approved but promoted, and for that reason finds that the event as proposed should be approved subject to DOT approval.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve of the proposed “Monti Days” in downtown Monticello to be arranged and overseen by the WIN Group, said approval subject to approval of the desired street closure by the IDOT.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 3<sup>rd</sup> day of June, 2019.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: # 8  
Agenda Date: 06/03/19

*Communication Page*

**Agenda Items Description:** Resolution to approve additional payment to Anderson Ladd, Inc. related to Berndes Center floor project.

**Type of Action Requested:** Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolution

Invoice

**Fiscal Impact:**

Budget Line Item: n/a

Budget Summary: n/a

Expenditure: \$2,340 +/-

Revenue: n/a

**Synopsis:** What was thought to be final payment due Anderson Ladd related to the Berndes Center floor project was approved at the last meeting. After their receipt of our payment I received an e-mail suggesting our payment was short.

**Background Information:** Anderson Ladd suggests that the most recent City payment was short. I have asked them for copies of invoices / documents to support the remaining balance they suggest to be due. I have received additional supporting invoices and the balance due is tied to the second border color ordered by the City. Based upon that information and a review of my file the additional payment appears appropriate.

**Recommendation:** I recommend that the Council approve of the additional pay request in the amount of \$2,340.

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION #19-\_\_

**Resolution** to approve additional payment to Anderson Ladd, Inc. related to Berndes Center floor project.

**WHEREAS**, The City of Monticello is the owner of the Monticello Berndes Center, a multi-use facility that has for many years been served by a multi-use "Sport Court" flooring system, and

**WHEREAS**, The City Council previously contracted with Anderson Ladd, Inc. to install a new flooring surface in the Berndes Center, and

**WHEREAS**, Anderson Ladd, Inc. installed a new floor, however, due to errors in the initial installation a significant retainer was withheld pending finalization of corrective steps, and

**WHEREAS**, The originally approved cost totaled \$105,694, additional sealing was required at a cost of \$22,000, and another paint color was added to the plans adding \$2,340 in cost, and

**WHEREAS**, Payments to date have been made in the amount of \$11,000, \$95,770.50, and \$20,923.50, leaving a balance of \$2,340, and

**WHEREAS**, The Council recently approved Resolution 19-72 approving the final payment to Anderson Ladd, after which Anderson Ladd provided supplemental information supporting payment of the additional sum of \$2,340, said amount being tied to a previously approved change to the floor paint scheme.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve of the release of the retainage and approve the additional payment to Anderson Ladd as outlined above in the amount of \$2,340.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 3<sup>rd</sup> day of June, 2019.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk



HICKS-ASHBY COMPANY

430 Industrial Blvd. Minneapolis, MN 55413  
Phone (612) 331-4880 Fax 378-2236

### Progress Billing Invoice

**From:** Haldeman-Homme, Inc.  
430 Industrial Blvd  
Minneapolis, MN 55413

**Invoice #:** 177222

**Date:** 05/21/19

112047

**Application #:** 3

**To:** CITY OF MONTICELLO - IOWA  
200 EAST 1ST STREET  
dherman@ci.monticello.ia.us  
MONTICELLO, IA 52310

**Customer Reference:** Signed Proposal

**Invoice Due Date:** 05/21/19

**Payment Terms:** Net 30 Days

**Contract:** 57452- Monticello Berndes Center

Cont Item	Description	Contract Amount	Contract Quantity	Quantity This Period	Quantity JTD	U/M	Unit Price	Amount This Period	Amount To-Date	% Compl
10	New Gym Floor - Pulastic ECO 90	105,694.00	0.00	0.00	0.00	LS	0.00000	0.00	105,694.00	100.00%
40	add for bone dry	22,000.00	0.00	0.00	0.00	LS	0.00000	0.00	22,000.00	100.00%
50	CO #2 Add \$2,340. Second Topcoat Color	2,340.00	0.00	0.00	0.00	LS	0.00000	2,340.00	2,340.00	100.00%

REMIT TO:  
Haldeman-Homme, Inc.  
430 Industrial Blvd  
Minneapolis, MN 55413

<b>Total Billed To Date:</b>	<b>130,034.00</b>
<b>Less Retainage:</b>	<b>0.00</b>
<b>Less Previous Applications:</b>	<b>127,694.00</b>
<b>Total Due This Invoice:</b>	<b>2,340.00</b>

Our terms are Net 30 days. Past due invoices are subject to 1.5% per month service charge on the unpaid balance. Customer is responsible for all Collection and reasonable attorney fees. We accept credit cards. 3% fee applies to orders over \$25,000. Call AR at 612-362-2158 to pay by Credit Card.



City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: # 9+10  
Agenda Date: 06/03/19

**Communication Page**

**Agenda Items Description:** Resolution approving Pay Request #2 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$274,824.93; and Resolution to approve Change Order #2 related to North Sycamore Street Reconstruction Project in the amount of \$2,313.38.

**Type of Action Requested:** Motion; Resolutions; Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolutions
Engineer Recommendation with Pay Request

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	N. Syc. Street
Expenditure:	\$274,824.93
Revenue:	

**Synopsis:** Approval of Horsfield Construction, Inc. Pay Request #2 and Change Order #2 related to N. Sycamore Street Reconstruction Project.

**Background Information:** Horsfield Construction submits its' 2<sup>nd</sup> pay request in the amount of \$274,824.93 The Pay Request has been reviewed and recommended for approval by the City Engineer.

The City Engineer also recommends that the Council approve Change Order #2 in the amount of \$2,313.38 related to work done on a hidden staircase found in the right of way and the purchase of two modified Fernco fittings to fit a 10" Clay Sewer Main as opposed to the planned 12" Sewer Main.

After approval of this payment the City will be maintaining a retainer totaling \$23,493.26, 5% of the earned amount.

**Recommendation:** I recommend that the Council approve the proposed Resolution approving the 2<sup>nd</sup> pay request in the amount of \$274,824.93 and separately approve Change Order #2 in the amount of \$2,313.38

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

## RESOLUTION #19-\_\_

Approving Pay Request #2 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$274,824.93

- WHEREAS,** The City of Monticello, Iowa is an incorporated city within Jones County, Iowa; and
- WHEREAS,** Horsfield Construction was hired to reconstruct North Sycamore Street Reconstruction Project, and
- WHEREAS,** The City Engineer has reviewed the 2<sup>nd</sup> pay request from Horsfield related to said project and recommends that it be paid in the amount of \$274,824.93, same reflecting the maintenance of a 5% retainer, on this and prior payments, in the amount of \$23,493.26, and
- WHEREAS,** The Council finds, based upon the recommendation of the City Engineer, that said pay request should be approved.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve Pay Request #2 from Horsfield Construction and authorizes payment in the amount of \$274,824.93.

**IN THE TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 3<sup>rd</sup> day of June 2019.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk



May 30, 2018

Mr. Doug Herman, City Administrator  
City of Monticello, Iowa  
200 East 1<sup>st</sup> Street  
Monticello, IA 52310

RE: Pay Request #2 and Change Order #2  
2019 NORTH SYCAMORE STREET RECONSTRUCTION  
S & A Project # - 118.0554.08  
Contractor: Horsfield Construction, Inc.

Dear Council:

Enclosed for your review and approval is Pay Request #2 from Horsfield Construction, Inc., and Change Order #2 for the project referenced above. We have reviewed the pay request and find it in agreement with the work completed to date. Change Order #2 includes the cost associated with the stairway found beneath the sidewalk adjacent to 123 E 1<sup>st</sup> Street (as mentioned at the previous Council meeting), and modified Fernco Couplings necessary for Sanitary Sewer installation. We, therefore, recommend approval of Pay Request #2 for this project in the amount of **\$274,824.93** to Horsfield Construction, Inc. Additionally, we recommend approval of Change Order #2 with a **\$2,313.38** increase to the overall project cost. The total project cost would be increased from \$1,998,717.70 to \$2,001,031.08.

If you have any questions or comments regarding this project, please feel free to contact me at 319-362-9394.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'A.J. Barry', with a stylized flourish at the end.

A.J. Barry, P.E.  
Civil Engineer

Enclosure: Pay Request #2, Change Order #2

cc: Cody Lawler, Horsfield Construction, Inc.

## APPLICATION FOR PARTIAL PAYMENT NO. 2

PROJECT: 2019 North Sycamore Street Reconstruction

S&A PROJECT NO.: 118.0554.09

OWNER: City of Monticello  
CONTRACTOR: Horsfield Construction, Inc.  
ADDRESS: 505 E Main Street  
Epworth, IA 52045  
DATE: 5/30/2019

PAYMENT PERIOD: 4/27/2019  
to 5/24/2019

### 1. CONTRACT SUMMARY:

Original Contract Amount: \$ 1,951,187.70  
Net Change by Change Order: \$ -47,530.60  
Contract Amount to Date: \$ 1,898,717.70

#### CONTRACT PERIOD

Completion Date: November 21, 2019  
Days between Start Date and  
Completion Date: 227

### 2. WORK SUMMARY:

Total Work Performed to Date: \$ 459,865.10  
Retainage: 5% \$23,493.26  
Total Earned Less Retainage: \$ 448,371.94  
Less Previous Applications for Payment: \$ 171,543.91  
AMOUNT DUE THIS APPLICATION: \$ 274,824.93

Added by Change Order: 0  
Total Time: 227  
Time Used to Date: 82  
Time Remaining: 175  
Percentage of Time Used: 23%  
Percentage of Work Performed: 24%

### 3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
- (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of liens, claims, security interests, and encumbrances.

Horsfield Construction, Inc.  
CONTRACTOR

By: [Signature] DATE: 5/30/19  
City Leader

### 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.  
ENGINEER

By: [Signature] DATE: 05/30/2019  
A.J. Barry, P.E.

### 5. OWNER'S APPROVAL

\_\_\_\_\_  
OWNER

By: \_\_\_\_\_ DATE: \_\_\_\_\_

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	ITEM CODE	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
			PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	2010-108-C-0	GRUBBING	1	LS	\$ 15,000.00	\$ 15,000.00	0.75		\$ 11,250.00
2.	2010-108-D-3	TOPSOIL, OFF-SITE	936	CY	\$ 28.00	26,208.00			-
3.	2010-108-E-0	EXCAVATION, CLASS 10	5,282	CY	\$ 8.60	45,425.20			-
4.	2010-108-G-0	SUBGRADE PREPARATION	15,073	SY	\$ 1.00	15,073.00			-
5.	2010-108-H-0	SUBGRADE TREATMENT, GEOGRID	15,073	SY	\$ 4.75	71,596.75			-
6.	2010-108-I-0	SUBBASE, 12" MODIFIED	15,073	SY	\$ 8.10	122,091.30			-
7.	2010-108-I-0	SUBBASE, 4" MODIFIED	1,596	SY	\$ 3.25	5,187.00			-
8.	2010-108-L-0	COMPACTION TESTING	1	LS	\$ 3,500.00	3,500.00			-
9.	2010-108-M-0	SAMPLING AND TESTING FOR PETROLEUM CONTAMINATION (REMEDIATION)	10	EA	\$ 485.00	4,850.00	4.00		1,940.00
10.	2010-108-N-0	EXCAVATION AND DISPOSAL OF CONTAMINATED SOIL	100	CY	\$ 77.50	7,750.00			-
11.	3010-108-C-0	TRENCH FOUNDATION	310	TON	\$ 20.50	6,355.00			-
12.	3010-108-D-0	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	1,256	CY	\$ 35.25	44,274.00			-
13.	3010-108-F-0	TRENCH COMPACTION TESTING	1	LS	\$ 3,500.00	3,500.00	0.20		700.00
14.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR 26, 8"	1,550	LF	\$ 38.00	58,900.00	637.00		24,206.00
15.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 12"	20	LF	\$ 99.00	1,980.00	20.00		1,980.00
16.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, DIP, 12"	20	LF	\$ 150.00	3,000.00			-
17.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR 26, 12"	1,137	LF	\$ 50.00	56,850.00	79.00		3,950.00
18.	4010-108-E-0	SANITARY SEWER SERVICE STUB, PVC SDR 23.5, 4"	1,881	LF	\$ 45.25	85,115.25	528.00		23,892.00
19.	4010-108-H-0	REMOVAL OF SANITARY SEWER, ALL TYPES AND SIZES	2,439	LF	\$ 1.00	2,439.00	736.00		736.00
20.	4010-108-K-2	SANITARY SEWER ABANDONMENT, FILL AND PLUG	242	LF	\$ 12.00	2,904.00			-
21.	4020-108-A-1	STORM SEWER, TRENCHED, PVC OR HDPE, 12"	60	LF	\$ 85.00	5,100.00			-
22.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 15"	104	LF	\$ 60.00	6,240.00			-
23.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 18"	550	LF	\$ 50.50	27,775.00			-
24.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 24"	98	LF	\$ 73.00	7,154.00			-
25.	4020-108-C-0	REMOVAL OF STORM SEWER, ALL TYPES AND SIZES	57	LF	\$ 10.00	570.00			-
26.	4040-108-A-0	SUBDRAIN, TYPE 1, (SMOOTH INTERIOR), 6"	5,783	LF	\$ 9.00	52,047.00			-
27.	4040-108-A-0	SUBDRAIN, TYPE 1, (SMOOTH INTERIOR), 8" UNSLOTTED	488	LF	\$ 13.50	6,588.00			-
28.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-1, 6"	5	EA	\$ 500.00	3,000.00			-
29.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-2, 6"	25	EA	\$ 500.00	12,500.00			-
30.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-2, 8"	3	EA	\$ 650.00	1,950.00			-
31.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE B, 24"	1	EA	\$ 1,375.00	1,375.00			-
32.	4040-108-D-0	SUBDRAIN OUTLETS AND CONNECTIONS, 6"	13	EA	\$ 367.00	4,771.00			-
33.	4040-108-D-0	SUBDRAIN OUTLETS AND CONNECTIONS, 8"	1	EA	\$ 600.00	600.00			-
34.	4040-108-E-0	STORM SEWER SERVICE STUB, PVC, 2"	68	LF	\$ 37.00	2,516.00			-
35.	4040-108-E-0	STORM SEWER SERVICE STUB, PVC, 4"	42	LF	\$ 27.00	1,134.00			-
36.	5010-108-A-1	WATER MAIN, TRENCHED, PVC AWWA C900, 8"	1,988	LF	\$ 35.00	69,580.00	1,988.00		69,580.00
37.	5010-108-A-1	WATER MAIN, TRENCHED, DIP, 8" (w/ NITRILE GASKETS)	1,086	LF	\$ 56.00	60,816.00	1,086.00		60,816.00
38.	5010-108-C-2	FITTING, ALL FITTINGS, WATER MAIN	1,076	LB	\$ 11.80	12,696.80	1,077.00		12,708.60
39.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1" SHORT SIDE (approx. 7ft)	34	EA	\$ 1,300.00	34,000.00	34.00		34,000.00
40.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1" LONG SIDE (approx. 59ft)	34	EA	\$ 1,800.00	61,200.00	9.00		16,200.00
41.	5010-108-F-1	WATER MAIN ABANDONMENT	3,099	LF	\$ 8.00	24,792.00			-
42.	5020-108-A-0	VALVE, GATE VALVE, 8"	11	EA	\$ 1,360.00	14,960.00	11.00		14,960.00
43.	5020-108-B-0	TAPPING VALVE ASSEMBLY, 8"	1	EA	\$ 2,900.00	2,900.00	1.00		2,900.00
44.	5020-108-C-0	FIRE HYDRANT ASSEMBLY	6	EA	\$ 4,900.00	29,400.00	6.00		29,400.00
45.	5020-108-D-0	FLUSHING DEVICE (BLOWOFF), 2"	4	EA	\$ 800.00	3,200.00	4.00		3,200.00
46.	5020-108-I-0	FIRE HYDRANT ASSEMBLY REMOVAL	3	EA	\$ 500.00	1,500.00			-
47.	6010-108-A-0	MANHOLE, SW-301, 48"	11	EA	\$ 4,750.00	52,250.00	2.00		9,500.00
48.	6010-108-B-0	INTAKE, SW-505	6	EA	\$ 3,100.00	18,600.00			-
49.	6010-108-B-0	INTAKE, SW-506	2	EA	\$ 4,500.00	9,000.00			-
50.	6010-108-C-0	DROP CONNECTION, SW-307	2	EA	\$ 2,425.00	4,850.00			-
51.	6010-108-H-0	REMOVE MANHOLE	9	EA	\$ 500.00	4,500.00	1.00		500.00
52.	6010-108-H-0	REMOVE INTAKE	2	EA	\$ 500.00	1,000.00			-
53.	7010-108-A-0	PAVEMENT, PCC, 7"	13,499	SY	\$ 30.00	404,970.00			-
54.	7010-108-A-0	PAVEMENT, PCC, 10"	64	SY	\$ 60.00	3,840.00			-
55.	7010-108-E-0	CURB AND GUTTER, 2.5', 7"	285	LF	\$ 25.00	7,125.00			-
56.	7010-108-E-0	CURB AND GUTTER, 11.5', 7"	70	LF	\$ 67.00	4,690.00			-

57.	7010-108-E-0	CURB AND GUTTER, 12.0', 7"	17	LF	\$ 90.00	1,530.00			-
58.	7030-108-A-0	REMOVAL OF SIDEWALK	2,954	SY	\$ 6.50	19,201.00	1,547.00		10,055.50
59.	7030-108-A-0	REMOVAL OF DRIVEWAY	1,371	SY	\$ 9.00	12,339.00	709.00		6,381.00
60.	7030-108-E-0	SIDEWALK, PCC, 4"	2,688	SY	\$ 32.00	86,016.00			-
61.	7030-108-E-0	SIDEWALK, PCC, 6"	333	SY	\$ 43.00	14,319.00			-
62.	7030-108-G-0	DETECTABLE WARNING, CAST IRON	405	SF	\$ 39.00	15,795.00			-
63.	7030-108-H-1	DRIVEWAY, PAVED, PCC, 5"	1,619	SY	\$ 37.00	59,903.00			-
64.	7030-108-H-2	DRIVEWAY, GRANULAR	720	SY	\$ 7.00	5,040.00			-
65.	7040-108-H-0	PAVEMENT REMOVAL	14,233	SY	\$ 2.80	39,852.40	1,850.00		5,180.00
66.	7060-108-A-0	BITUMINOUS SEAL COAT	560	SY	\$ 26.00	14,560.00			-
67.	8020-108-B-0	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	8	STA	\$ 125.50	1,004.00			-
68.	8030-108-A-0	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 7,000.00	7,000.00	0.25		1,750.00
69.	8940-108-A-0	SIGN PANELS	82	SF	\$ 28.00	2,296.00			-
70.	8940-108-B-0	SIGN POSTS	250	LF	\$ 18.00	4,500.00			-
71.	9010-108-B-0	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 4)	2	AC	\$ 3,750.00	7,500.00			-
72.	9040-108-A-2	SWPPP MANAGEMENT	1	LS	\$ 2,000.00	2,000.00			-
73.	9040-108-D-1	FILTER SOCK, 8"	100	LF	\$ 10.00	1,000.00			-
74.	9040-108-D-2	FILTER SOCK, REMOVAL	100	LF	\$ 2.50	250.00			-
75.	9040-108-T-1	INLET PROTECTION DEVICE	13	EA	\$ 195.00	2,535.00			-
76.	9040-108-T-2	INLET PROTECTION DEVICE, MAINTENANCE	13	EA	\$ 50.00	650.00			-
77.	9072-108-A-0	COMBINED CONCRETE SIDEWALK AND RETAINING WALL	3	CY	\$ 1,700.00	5,100.00			-
78.	11020-108-A	MOBILIZATION	1	LS	\$ 40,000.00	40,000.00	0.25		10,000.00
79.	11030-108-A-0	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 500.00	500.00	0.25		125.00
80.	11030-108-B-0	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 1,000.00	1,000.00	0.25		250.00
81.	11050-108-A-0	CONCRETE WASHOUT	1	LS	\$ 1,000.00	1,000.00			-
82.	11065-108-A-0	REMOVAL OF WINDOW WELLS	6	EA	\$ 595.00	3,570.00			-
83.	11070-108-I-0	BOX CULVERT PATCHING	2	EA	\$ 1,400.00	2,800.00			-
84.	11075-108-A-0	CONNECTION INTO BOX CULVERT	4	EA	\$ 640.00	2,560.00			-
85.	11085-108-G-0	LIME BACKFILL	3,354	CY	\$ 11.50	38,571.00	3,783.00		43,504.50
86.	7030-108-H-2	TEMPORARY GRANULAR	30	TON	\$ 22.00	660.00			-
87A.	5010-108-A-1	WATER MAIN, TRENCHED, PVC AWWA C900 8" - BID ALTERNATE	156	LF	\$ 36.00	5,616.00	156.00		5,616.00
88A.	5010-108-C-2	FITTING, ALL FITTINGS, WATER MAIN - BID ALTERNATE	92	LB	\$ 10.00	920.00	92.00		920.00
89A.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1", SHORT SIDE (approx. 7ft) - BID ALT	1	EA	\$ 1,000.00	1,000.00			-
90A.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1", LONG SIDE (approx. 59ft) - BID ALT	3	EA	\$ 1,800.00	5,400.00			-
91A.	5010-108-F-1	WATER MAIN ABANDONMENT - BID ALTERNATE	136	LF	\$ 8.00	1,088.00			-
92A.	7040-108-A-0	FULL DEPTH PATCHES - BID ALTERNATE	5	SY	\$ 170.00	850.00			-
93A.	7030-108-A-0	REMOVAL OF DRIVEWAY - BID ALTERNATE	28	SY	\$ 9.00	252.00	28.00		252.00
94A.	7030-108-H-1	DRIVEWAY, PAVED, PCC, 5" - BID ALTERNATE	33	SY	\$ 37.00	1,221.00			-
96A.	9999-999-A-1	ADJUSTED COMPLETION DATE	1	LS	\$ 1.00	1.00			-
						TOTAL ORIGINAL CONTRACT = \$ 1,951,187.70			\$ 406,452.60
<b>STORED MATERIALS SUMMARY:</b>									
5.	2010-108-H-0	SUBGRADE TREATMENT, GEOGRID	1	LS	\$ 63,412.50	63,412.50	1		63,412.50
						TOTAL STORED MATERIALS = \$ 63,412.50			\$ 63,412.50
<b>CHANGE ORDER SUMMARY:</b>									
95A.	11080-108-A-0	C01 - LIGHTING - BID ALTERNATE	1	LS	\$ 47,530.00	\$ 47,530.00			
						TOTAL CHANGE ORDERS = \$ 47,530.00			\$ -
						TOTAL CONTRACT			
						& CHANGE ORDERS \$1,998,717.70			\$ 469,865.10

19-809

Invoice

Coleman Moore Company  
220 New York Ave.  
Des Moines, IA 50313  
5153095577

Invoice Number: 0024910-IN  
Invoice Date: 5/15/2019

Order Number: 0022942  
Order Date: 5/14/2019  
Salesperson: KG  
Customer Number: 01-HORS

**Sold To:**  
HORSFIELD CONSTRUCTION INC  
P.O. BOX 305  
Epworth, IA 52045

**Ship To:**  
HORSFIELD CONSTRUCTION INC  
NORTH SYCAMORE ST  
CALL ROGER 563-599-0879  
MONTICELLO, IA

**Confirm To:**  
ROGER

Customer P.O.	Ship VIA	F.O.B.			Terms	
MONTICELLO	CMC				Net 30	
Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Amount
8063	ROLL	21.00	21.00	0.00	2,186.25	45,911.25
TENSAR TX160 16' X 328' (BB)						
8073	ROLL	13.00	13.00	0.00	1,346.25	17,501.25
TENSAR TX160 13.12' X 246'						
39' COVERAGE REQUIRES 2 16' WIDE ROLLS AND ONE 13.12' WIDE ROLL WITH A 3 FOOT OVERLAP. 3 FT OVERLAP						

**REMIT TO:** COLEMAN MOORE COMPANY,  
220 NEW YORK AVE.  
DES MOINES, IA 50313

Net Invoice: 63,412.50  
Less Discount: 0.00  
Freight: 0.00  
Sales Tax: 0.00

Invoices not paid within 30 days will be subject to a 1-1/2% finance charge.

**Invoice Total** 63,412.50

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

## RESOLUTION #19-

**Approving** Change Order #2 in the amount of \$2,313.38 submitted by Horsfield Construction, Inc. related to the North Sycamore Street Reconstruction Project

- WHEREAS,** Horsfield Construction, Inc. contracted with the City to reconstruct North Sycamore Street, and
- WHEREAS,** Horsfield Construction, Inc. has submitted Change Order #2 tied to work performed on the stairway found in the ROW and under the sidewalk adjacent to the Strittmatter Law Office and the purchase of modified Fernco Couplings for 10" clay tile connections as opposed to the planned 12" Couplings, and
- WHEREAS,** The City Engineer has reviewed proposed Change Order #2 and recommends that it be approved by the City Council.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve Change Order #2 submitted by Horsfield Construction, Inc. related to the North Sycamore Street Reconstruction Project in the amount of \$2,313.38.

**IN THE TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 3<sup>rd</sup> day of June, 2019.

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Brian Wolken, Mayor

*Attest:*

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Sally Hinrichsen, City Clerk



**CHANGE ORDER NO. 2**

OWNER: City of Monticello

PROJECT: North Sycamore Street Reconstruction  
S&A PROJECT #: 118.0554.08

To: Horsfield Construction, Inc.  
Contractor  
505 E Main Street  
Address  
Epworth, IA 52045  
City, State, Zip

You are directed to make the following changes in this contract:

1. **Description of change to be made:**  
Item No. CO2.1 - Changes include labor and materials for removal of a portion of the stairway wall adjacent to 123 E. 1st Street to an approximate depth of 4 ft in order to prevent cracking in the sidewalk due to future settlement. Additionally, the stairway required some excavation and backfill.  
Item No. CO2.2 - Changes include updating two 12"x12" Fernco Couplings (@ \$54/EA) to 12"x10" (@ \$175.69/EA, including shipment) for a difference of \$121.69/EA.
2. **Reason for Change:**  
Item No. CO2.1 - Change was incurred due to stairway located beneath the sidewalk adjacent to 123 E. 1st Street. Item No. CO2.2 - Change was incurred due to differing existing materials and connections made, with regards to the Sanitary Sewer Main located on 2nd Street.


3. **Settlement for the cost of making the change shall be as follows:**

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
CO2.1	STAIRWAY WORK	1	LS	\$2,070.00	\$2,070.00
CO2.2	FERNCO COUPLER	2	EA	\$121.69	\$243.38
<b>TOTAL</b>					<b>\$2,313.38</b>


4. This change order will result in a net change in the contract completion time of 0 days and a net change in the cost of the project of \$2313.38 divided as follows:

	Contract Amount	Contract Completion Date
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	\$1,998,717.70	November 21, 2019
Change due to this C.O. (+ or -)	\$2,313.38	0
<b>Totals including this C.O.:</b>	<b>\$2,001,031.08</b>	<b>November 21, 2019</b>

The change described herein is understood, and the terms of settlement are hereby agreed to:

Horsfield Construction, Inc.  
CONTRACTOR  
  
Cody Kasper

DATE: 5/30/19

Snyder & Associates, Inc.  
ENGINEER  
  
A.J. Barry, P.E.

DATE: 05/30/2019

City of Monticello  
OWNER

DATE: \_\_\_\_\_

## Andrew J. Barry

---

**From:** Cody Lawler <CodyL@horsfieldinc.com>  
**Sent:** Monday, May 6, 2019 4:11 PM  
**To:** Andrew J. Barry  
**Cc:** Shawn Witten  
**Subject:** Monti Stairs  
**Attachments:** MONTI STAIRWAY EXTRA-COMPLETE.xlsx

See attached spreadsheet for work performed on the stairs near 1<sup>st</sup> St.

Cody Lawler  
Project Manager/Estimator

**Horsfield Construction, Inc.**  
Office: (563) 876-3335  
Cell: (563) 590-9592  
Fax: (563) 876-3487

DATE	PERSONNEL/EQUIP./MATER.	HOURLY RATE	QUANTITY	HOURS	TOTAL
22-Apr	SMALL EXC. W/ OPER.	\$ 150.00	1.0	2.0	\$ 300.00
	RT BACKHOE W/ OPER.	\$ 125.00	1.0	1.0	\$ 125.00
	DUMP TRUCK W/ DRIVER	\$ 85.00	2.0	3.0	\$ 510.00
	LABORER	\$ 50.00	2.0	3.0	\$ 300.00
	LIME BACKFILL	\$ 7.00	30.0	1.0	\$ 210.00
	SAW SUBCONTRACTOR	\$ 300.00	1.0	1.0	\$ 300.00
26-Apr	SMALL EXC. W/ OPER.	\$ 150.00	1.0	1.0	\$ 150.00
	COMPACTOR FOR SMALL EXC.	\$ 75.00	1.0	1.0	\$ 75.00
	LABORER	\$ 50.00	2.0	1.0	\$ 100.00

TOTAL \$ 2,070.00

## Andrew J. Barry

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**From:** Cody Lawler <CodyL@horsfieldinc.com>  
**Sent:** Tuesday, May 14, 2019 3:47 PM  
**To:** Andrew J. Barry  
**Subject:** Curb Stop Covers and Ferncos  
**Attachments:** EJ 1578 Mon. Box.pdf; 664-S Vlv Box.pdf; copier@horsfieldinc.com\_20190514\_143256.pdf

For the curb stops in the driveways, we can go one of two ways. Either use a casting like the one attached, or just use a valve box, submittals also attached. Both cost around \$100.

Also attached is the invoice for the 2 ferncos for the 10" clay pipe, including additional shipping. The original fernco figured costs, \$54. So the difference per fernco is \$121.69 (x2).

Any questions let me know.

Thanks,

Cody Lawler  
Project Manager/Estimator

**Horsfield Construction, Inc.**  
Office: (563) 876-3335  
Cell: (563) 590-9592  
Fax: (563) 876-3487

Remit To:

LINCOLN WINWATER WORKS CO.  
515 NW 27TH STREET #2  
LINCOLN, NE 68528

Original Invoice

19-809

Page	Date Printed	Invoice No.
1	5/10/19	061250 01

To Reorder Contact Us At  
Phone No. : (402) 438-2988  
Fax No .. : (402) 438-2992 DB# 08

Bold To:

HORSFIELD COMPANIES INC  
PO BOX 305  
505 E MAIN ST  
EPWORTH, IA 52045-0305

Ship To:

MONTICELLO N SYCAMORE ST  
HORSFIELD COMPANIES INC  
N SYCAMORE & 2ND STREET  
MONTICELLO, IA 52310  
CONC X PLASTIC COUPLINGS

Customer Number	Customer Purchase Order	Salesperson	Type Shipment	Ship VIA	Date Shipped
00783-001361		042-CHRISTOPHER BU	Stock	OUR TRUCK	5/10/19

NOW YOU CAN ACCESS YOUR ACCOUNT INVOICES ONLINE AT MY.WINWHOLESALE.COM

Units Ordered	U/M	Item Description	Units Shipped	B/C	Price	Per	Discount	Extended	Tax
2	EA	10X10 CONCXCLAY COUPLING	2		82.0000		.00	164.00	N
1	EA	105-1010 FREIGHT	1		187.3800		.00	187.38	N

Terms: Monthly Service Charge May Be Applied To Past Due Accounts.  
1% 10TH, NET 30TH  
If Paid By 6/10/19 You May Deduct 3.51  
Pay full balance by 6/25/19

Tax Area ID:	Net Sales	351.38
IA - 161050640	Freight	.00
State Tax % .000	State Tax	.00
Local Tax % .000	Local Tax	.00
	Invoice Amount	351.38

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries please call (402) 438-2988.  
T&C: You agree that the sale of these products/services is subject to all of our standard terms and conditions of sale located at [www.winsupplyinc.com/tc-sale](http://www.winsupplyinc.com/tc-sale).

City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: # 11  
Agenda Date: 06/03/19

**Communication Page**

**Agenda Items Description:** Resolution to approve request of Tyler and Dr. Jayme Freye to delay installation of sidewalk on Northridge Drive, the north side of their corner lot in the Northridge Addition.

**Type of Action Requested:** Motion; **Resolution;** Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolution

Aerial of Lot + Area

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Property owner in Northridge requests permission to not install sidewalk along north boundary of their property.

**Background Information:** E-mail request from the Freyes below:  
Doug,

We recently built the home at 960 Valley Drive and are getting ready to install sidewalk. As we discussed last Monday evening at the city council meeting we are requesting approval to install only the north to south sidewalk in front of our home on Valley Drive. We are asking that the city council approve us to not install the East to West portion of sidewalk along N. Ridge.

According to discussions with the developer their plan is to develop the northwest portion of the development next, followed by the northeast portion and then southeast portion. This means we will have no neighbors to the east for the foreseeable future and there is no sidewalk from the corner of Valley and N. Ridge all the way to the corner of N. Ridge and Birch St. on the south side of the road.

If you need any more information or clarification I would be glad to help in any way necessary.

Thanks for your consideration!

Tyler and Dr. Jayme Freye

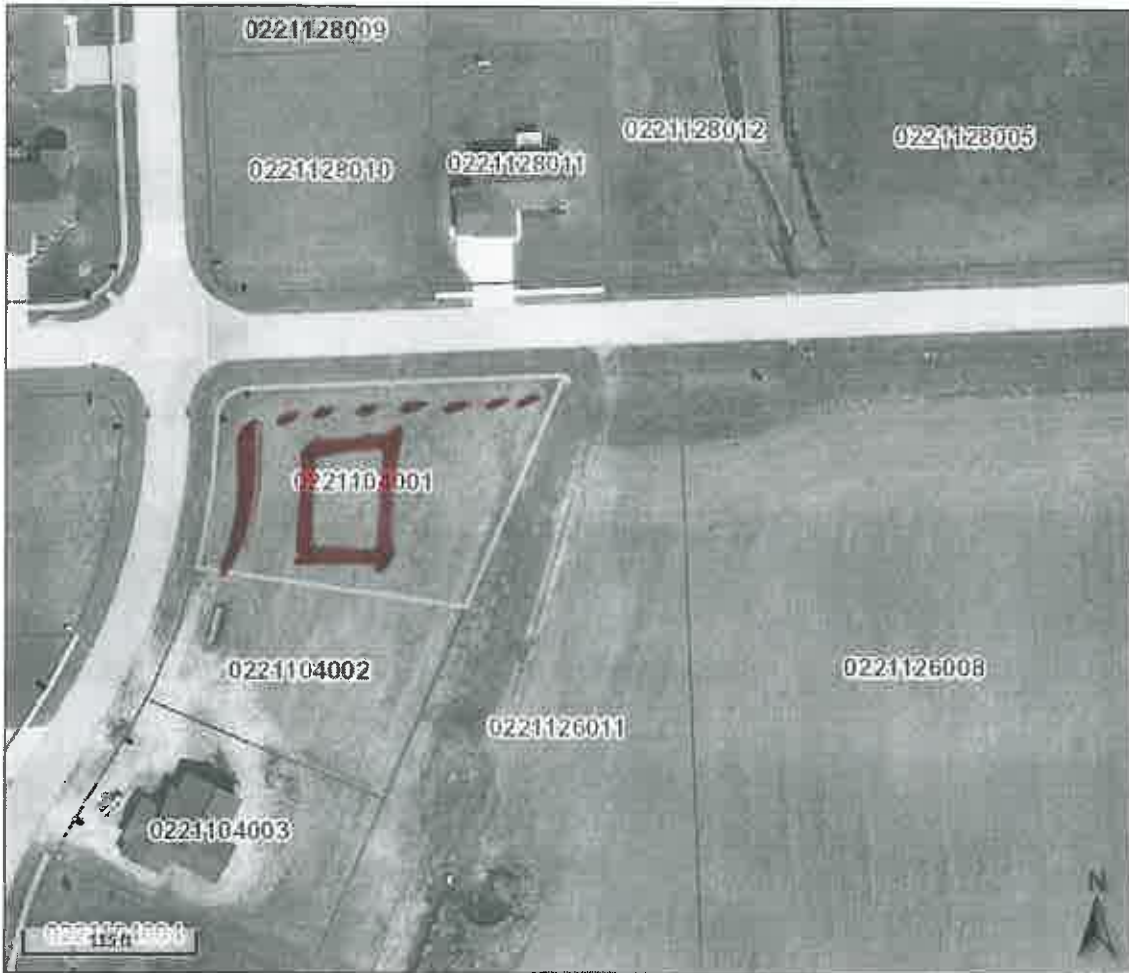
The Freyes are probably correct with regard to the future development plan and are correct that Northridge does not currently connect to Birch Street. I would point out that there are a number of other corner lots in the Northridge subdivision that have installed sidewalks on both property boundaries. This is the first request we have received, to my knowledge, to waive the sidewalk requirement in the Northridge Addition.




The Freyes have been informed that their request will be on the Agenda.

Council could:

1. Approve request
2. Approve delayed installation for a set period of time
3. Approve delayed installation until Council tells them it needs to go in. (Provide 90 day notice requirement for example.)
4. Deny request

**Recommendation:** I recommend that the Council consider the request and take appropriate action.




- Legend**
-  Parcels
  -  Cartography
  -  Major Roads


<b>Parcel ID</b>	0221104001	<b>Alternate ID</b>	221600	<b>Owner Address</b>	FREYE, TYLER B & JAYME L
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	R		830 N CEDAR ST
<b>Property Address</b>	960 VALLEY DR	<b>Acreeage</b>	0.569		MONTICELLO IA 52310
	MONTICELLO				
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	NORTHRIDGE ESTATES 2ND ADD LOT 16				
	(Note: Not to be used on legal documents)				

THIS MAP DOES NOT REPRESENT A SURVEY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA DELINEATED HEREIN, EITHER EXPRESSED OR IMPLIED BY JONES COUNTY OR ITS EMPLOYEES. THIS MAP IS COMPILED FROM OFFICIAL RECORDS, INCLUDING PLATS, SURVEYS, RECORDED DEEDS, AND CONTRACTS, AND ONLY CONTAINS INFORMATION REQUIRED FOR LOCAL GOVERNMENT PURPOSES. SEE THE RECORDED DOCUMENTS FOR MORE DETAILED LEGAL INFORMATION.

Date created: 5/30/2019  
 Last Data Uploaded: 5/29/2019 5:35:43 PM

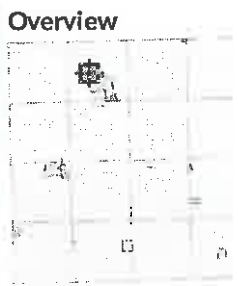
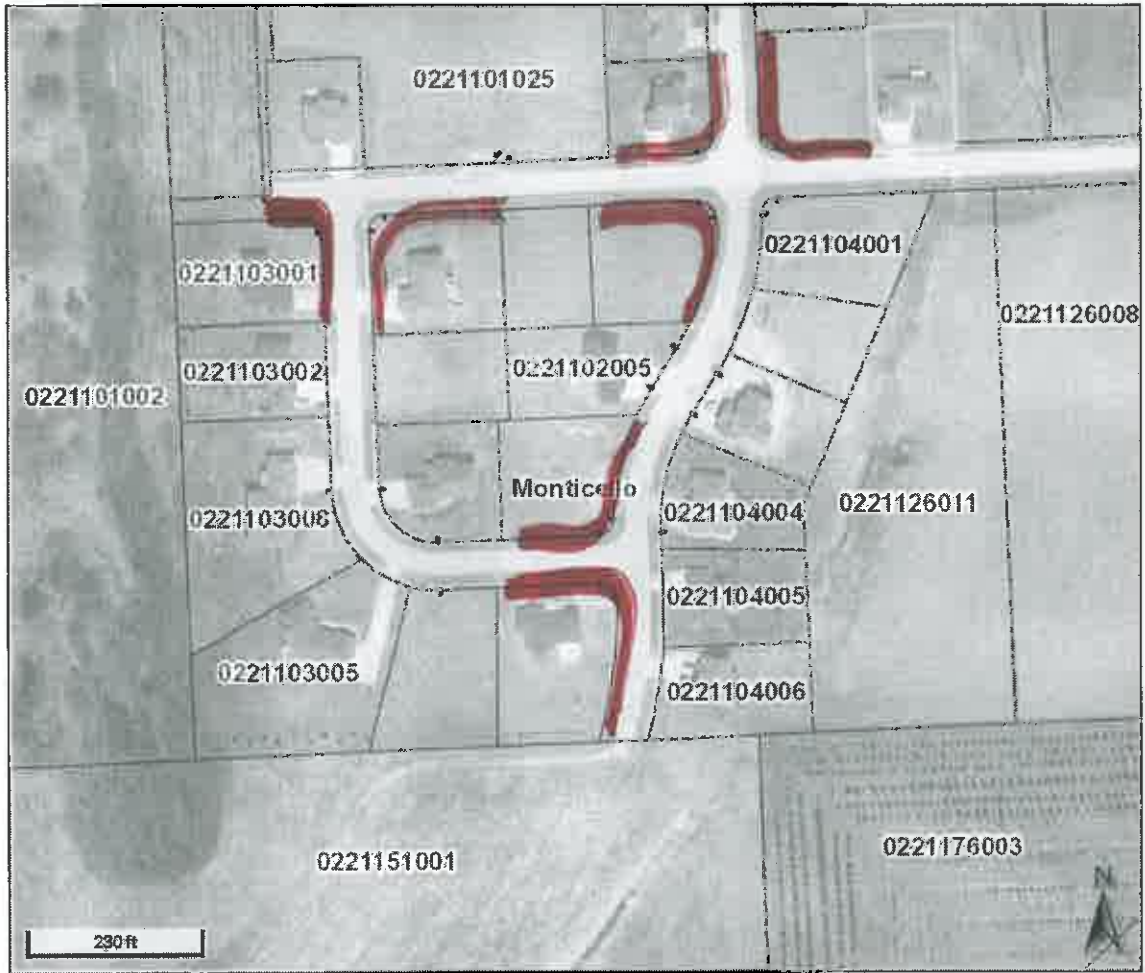
Developed by 

 = installed

 = Waiver Request

Request





- Legend**
- Parcels
  - Cartography
  - Major Roads

<b>Parcel ID</b>	0221128011	<b>Alternate ID</b>	217700	<b>Owner Address</b>	HUINER, GREGORY S & CHERIEL
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	R		800 NORTHRIDGE DR
<b>Property Address</b>	800 NORTHRIDGE DR	<b>Acres</b>	0.362		MONTICELLO IA 52310
	MONTICELLO				
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	NORTHRIDGE ESTATES 1ST ADD LOT 10				
	(Note: Not to be used on legal documents)				

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 GEOSPATIAL

) = Corner Lots  
 with sidewalks  
 @ present.  
 (In Northridge)

City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: # 12  
Agenda Date: 06/03/19

**Communication Page**

**Agenda Items Description:** Resolution to accept Berndes Center HVAC bids and to award contract.

**Type of Action Requested:** Motion; **Resolution;** Ordinance; Report; Public Hearing; Closed Session

**Attachments & Enclosures:**

Resolution
Bid Spec. and Bids Received (Working through)

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	Parks Dpt.
Expenditure:	
Revenue:	

**Synopsis:** The City advertised for bids on the Berndes Center main HVAC system based upon specifications put together with the assistance of Trint Adams.

**Background Information:** Two bids were received to perform the work identified by the Bid Specifications.

- 1. Kraus \$
- 2. Next Gen \$

I need to spend some time looking over the bids to put together a recommendation. I will get you an updated Communication Page or Memorandum with that information after I have had time to get through the bids. They should be apples to apples, I just need some time to compare.

**Recommendation:** I recommend that the Council the bids and any additional information gathered by the Council meeting and take action deemed appropriate at that time to either award the project or to take other steps deemed appropriate.

# The City of Monticello, Iowa

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION #19-\_\_

## Resolution Accepting Berndes Center HVAC Bids and to Award Contract

WHEREAS, The City of Monticello sought bids related to removal of a portion of the existing HVAC systems at the Berndes Center and their replacement, as noted more specifically in a bid specification, and

WHEREAS, Two bids were received, as follows:

<u>Bidder</u>	<u>Bid</u>
Kraus	\$
Next Generation	\$

- and -

WHEREAS, The Council has reviewed the bids and finds it appropriate to accept the bids and to award the Berndes Center HVAC project to \_\_\_\_\_ in the amount of \$\_\_\_\_\_.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby accept the bids and does hereby award the Berndes Center HVAC project to \_\_\_\_\_ in the amount of \$\_\_\_\_\_.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 3<sup>rd</sup> Day of June, 2019.

\_\_\_\_\_  
Brian Wolken, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, Monticello City Clerk

City Council Meeting  
Prep. Date: 05/30/19  
Preparer: Doug Herman



Agenda Item: *Reports*  
Agenda Date: 06/03/2019

**Communication Page**

**Agenda Items Description:** City Administrator Report

**Type of Action Requested:** Motion; Resolution; Ordinance; **Report**; Public Hearing; Closed Session

**Attachments & Enclosures:**

9<sup>th</sup> and Maple Aerial

**Fiscal Impact:**

Budget Line Item:

n/a

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

**Engineer Report**

**Administrator Report:**

1. Compost Site Update: Zoning approved. Waiting on abstract from property owner to proceed. Expect it any day. General discussion at meeting in regard to site, desired, necessary, appropriate improvements. (Grading, gravel, fill, trees, fence, lights, cameras, action...)
2. Additional 7<sup>th</sup> Street Reconstruction Work: At this point we have but two responses to the proposed reconstruction, both agreeing to the reconstruction. Will follow up with others before Monday. I assume no response means that they do not plan to voluntarily participate.
3. Main Street Iowa update: Progress being made on Application. Will update more at meeting.
4. City Fountain: I am guaranteed completion of project by July 4<sup>th</sup>. Work has commenced.
5. Hometown Pride: Committee working hard on the Main Street Application process.
6. Monti in Motion: Progress being made. Scheduled for June 8<sup>th</sup>, 8-2
7. FAA – Property buy out. Will update if I have anything new to report.
8. Sidewalk / Curb and Gutter near Welter Condos on 9<sup>th</sup> and Maple. When I originally spoke with Lloyd about this project I indicated that sidewalks would be required on the east side of his property. So far they have not been installed. If installed, there will be a gap of one lot between his lot and the next sidewalk to the north. Similarly, headed south, there will be one lot without a sidewalk before you get to a sidewalk that takes you south on maple. See map. In addition to sidewalk discussion, it seems that the Council should consider curb and gutter between 9<sup>th</sup> and the Madalyn Court Addition on the west side of Maple. (See attached)
9. Berndes Center Staff Mowing / Weed Whipping discussion. (If desired. Has not been a Park Board meeting since last Council meeting, may be a good idea to let them discuss mowing ideas/options and make a recommendation to the Council before proceeding.)



- Legend**
- Parcels
  - Cartography
  - Major Roads

Parcel ID	0221228019	Alternate ID	215500	Owner Address	MAPLE STREET CORPORATION
Sec/Twp/Rng	21-86-03	Class	R		1052 S MAIN ST
Property Address	203 E 9TH ST	Acreage	0.685		MONTICELLO IA 52310
	MONTICELLO				
District	MONCO				
Brief Tax Description	21 86 03 AUDITOR'S PLAT NO 9 LOT 25 EXC W 340' & EXC N 110' E 111.35' W 451.35'				
	(Note: Not to be used on legal documents)				

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— = sidewalk  
 - - - = no sidewalk  
 ~ = area w/no curb + gutter