

City of Monticello, Iowa

www.ci.monticello.ia.us

Posted on October 04, 2019 at 4:00 p.m.

Monticello City Council Regular Meeting October 07, 2019 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa

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

- **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	September 16, 2019
Approval of Payroll	September 26, 2019
Approval of Bill List	
Approval of Sacred Heart Beer and Wine Permit	

Motions:

Public Hearings and Related Action:

1. **Public Hearing** on proposed sale of City Owned Property off of Diamond Drive near Jaycee/Kleinow fields.

Resolutions:

2. **Resolution** to approve sale of City Owned Property off of Diamond Drive near Jaycee/Kleinow fields.
3. **Resolution** to approve letter of support for the Rural Innovation Initiative
4. **Resolution** to approve Tax Abatement Application related to residential improvements constructed at 509 Locust Court, Monticello, Iowa.
5. **Resolution** to approve Release of obligations set forth within Development Agreement between the City of Monticello and Highland Corporation, LLC

6. **Resolution** to approve City of Monticello Procurement Policy.
7. **Resolution** to approve Pay Request #6 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$508,139.13.
8. **Resolution** to approve Cost Share payment to Laird Enterprises consistent with previously approved Storm Water Cost Share Agreement.
9. **Resolution** to approve Supplemental Agreement between the City of Monticello and Snyder & Associates associated with 7th Street Reconstruction.
10. **Resolution** to approve installation of Sidewalk between Gill and Walnut Street
11. **Resolution** to approve of purchase of 2019 Ford One Ton Truck with V-Plow from Freese Motors and Dump Trailer from N & N Trailer Sales. (Public Works Dpt.)
12. **Resolution** to request abatement of accrued and future taxes on City owned Property. (Compost Site)
13. **Resolution** authorizing Jones County Economic Development to apply for a Jones County Community Foundation Grant to cover a portion of the costs associated with the pursuit of a Commercial Historic District in downtown Monticello.

Ordinances: None

Reports / Potential Action:

- **City Engineer Report**
 - N. Sycamore Street
 - 7th Street
 - 6th and N. Gill Street
- **PW Director Report**
 - Garbage Truck Notice to Bidders
 - Gill / 6th Street Intersection
 - Crack Sealing Plans
- **Administrator Report**
 - Cemetery Maintenance / 28E Agreement with Anamosa St. Pen.
 - Northridge Retention Basin Drainage Easement Discussion
 - Water / Sewer Rate Considerations
 - Accent Site comments/concerns/direction
 - Mayor / Council Pay Discussion
 - Building Code Discussion

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
September 16, 2019 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Candy Langerman, Chris Lux, Brenda Hanken. Council member Tom Yeoman joined the meeting electronically. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler and Police Chief Britt Smith. Council member Dave Goedken arrived later in the meeting.

Yeoman moved to approve the agenda, adding resolution authorizing submission of USDA grant application for a new ambulance unit. Langerman seconded, roll call unanimous.

Mayor Wolken read Proclamation #19-01 Proclaiming the week of September 8 -14 as Assisted Living Week in Monticello, Iowa.

During Open Forum, Gary Feldman, 713 West First Street, expressed his opinion that commercial businesses should be able to utilize the City Compost/Yard Waste site. He explained that he operates a landscaping business.

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

Herman explained the penalties proposed by the Iowa ABD to be assessed against Northside Bar owner Debbie Wells. Smith reported he was unsure how or if Debbi Wells replied to the Alcoholic Beverages Division (ABD) hearing notice. Smith stated ABD would not support a licensure denial based upon the July 2019 incident. Langerman moved to approve Northside Liquor license, Lux seconded, roll call unanimous.

Herman explained that the Board of Adjustment reviewed and approved the Findings of Fact and Ruling Denying Variance related to the requests of Jake Schilling and Randy Steiner to construct a Shed /house (Shouse) on property without street frontage and without a paved private drive as required by the City Code. Langerman moved to accept the findings of the Board of Adjustment and to receive and file the Board of Adjustment's Findings of Fact and Ruling Denying Variance for both Jake Schilling and Randy Steiner, Lux seconded, roll call unanimous.

Herman presented the Plat of Survey to Parcel 2019-62 located on 175th Avenue within the two-mile jurisdiction and reported that the Planning & Zoning Board recommended that the Plat of Survey be approved. Lux moved to approve Resolution #19-129 Approving Plat of Survey to Parcel 2019-62, located in the two-mile jurisdiction of the City of Monticello, seconded by Langerman, roll call unanimous.

Herman reviewed the MercyCare Clinic Site Plan and explained that the Planning and Zoning Board recommended its' approval. Yeoman moved to approve Resolution #19-130 Approving MercyCare Site Plan, Langerman seconded, roll call unanimous.

Herman explained that the County Treasurer sent a property tax statement on what is now a City street within Willow Ridge 4th Addition. Langerman moved to approve Resolution #19-131 to request Abatement of accrued and future Property Taxes on City owned property utilized for

public purposes within the City limits of the City of Monticello, Lux seconded, roll call unanimous.

Herman reviewed the changes in the Public Works Department over the last few years. Herman reviewed the job description for the Public Works Director and recommended that the annual salary for the position be \$52,500, to be effective with the payroll including September 16, 2019. Herman explained that the benefits committee agreed to the recommended salary. Lux moved to approve Resolution #19-132 to approve Public Works Director Job Description and Salary, Langerman seconded, roll call unanimous. Council member Dave Goedken arrived.

Herman reported meeting with Structural Engineer Craig German and Sheldon Hunter, property owner of 115 East 1st Street. Hunter proposes to install additional support to the front of the building which will result in smaller window openings. German advised Herman that the support poles were not unreasonable but were in his opinion probably not necessary. If the Council is opposed to the reduction in window size, the Council may direct Herman to so advise Hunter who will likely object. Herman stated that the Council may authorize the Permit with other conditions if deemed appropriate. Langerman moved to Resolution #19-133 to approve Building Permit application submitted by Sheldon Hunter related to building located at 115 East First Street, which is located in the Fire Zone, with the understanding that he would not use vinyl or steel products around the new windows, Lux seconded, roll call unanimous.

Herman reported that the 2008 Ambulance was purchased with a significant USDA grant and some City funding. He reported that there may be USDA funds available from last fiscal year and that he is working on an application to seek those funds. Lux moved to authorize City Administrator to prepare and submit the USDA grant to purchase an ambulance unit and for the Mayor to sign necessary documents, Langerman seconded, roll call unanimous.

Herman provided financial data related to the last 5 years of ambulance operation, explaining that expenses always exceed revenues. Herman explained that expenses are largely fixed and that the revenues are tied to call volume and reimbursement rates, both being largely outside the control of the service. Monticello Emergency Medical Team (MEMT) President and Ambulance volunteer Ben Hein addressed the Council as did volunteer Drew Haag and Paramedic Lori Lynch. They all expressed their opinion that the City needed to purchase a new ambulance and also suggested that an Ambulance Board may help improve their operations.

Herman informed the Council that he invited Norm Zimmerman to attend tonight's meeting but that Norm was unable to attend. Herman also indicated that Calvin Zimmerman responded on Norm's behalf, explaining their plans to being construction soon, having had delays related to their attempts to obtain an easement from an adjacent property owner.

Herman spoke to the Council in regard to Compost Site related matters. He explained that perimeter trees would be planted in the spring and that an Ordinance needed to be drafted to set out the rules and regulations related to the use of the site. Some issues that need discussion include commercial business use of the site, hours of operation, and enforcement of violators. An entry sign has been erected as required by the DNR and signage to be located inside the fence is being finished to point users where to deposit their yard waste and larger logs. Cameras and lights are operating.

Regular Council Meeting – Official
September 16, 2019

Steve Hanken, 823 South Main, questioned what the Council was going to do with Norm Zimmerman as he has not commenced construction at 224 N. Chestnut Street as agreed.

Herman reported he heard Anamosa was looking into building codes and an inspection process. He has reached out the Anamosa City Administrator but has not yet heard back. Herman reported that the Planning and Zoning Board has requested that he include the discussion of the adoption of a building code on their next agenda.

Kahler reported that some final grading and clean-up would be performed at the compost site as weather permits. Council agreed to open the compost site twenty-four hours per day on Tuesday morning and to gauge how things go before deciding whether or not the site should be open twenty-four seven or closed before and after certain hours of the day.

Kahler reported that most marked sidewalks have been repaired and others are being worked with to get the work completed this fall.

Kahler reported that the white garbage truck was paid for and picked up by Elliott Equipment. Kahler reported that the PW Dpt. needs a pickup for snow plowing and suggested that a new pickup with dump trailer would allow them to use the truck for snow removal and yard waste collection. In that case the red garbage truck could be sold with the proceeds being used to cover the truck and trailer purchase price. Consensus of the Council was to seek bids on the red truck and move forward with the purchase of a pickup and trailer.

Kahler reported on N. Sycamore Street progress.

Langerman move to adjourn at 7:42 P.M.

Brian Woiken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - SEPTEMBER 26, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	September 9 - 22, 2019				
Dawn Brus	\$ 1,245.38	\$ -	0.00	0.00	\$ 909.22
Mary Intlekofer	1,911.00	-	0.00	38.25	1,301.51
Dean Jensen	261.00	-	0.00	0.00	221.79
Brandon Kent	1,979.25	68.25	0.00	0.00	1,291.40
Jim Luensman	659.75	-	0.00	0.00	500.73
Lori Lynch	1,911.00	-	0.00	0.00	1,290.87
Shelly Searles	1,911.00	-	0.00	0.00	1,326.03
Jeffrey Silver	804.75	-	0.00	0.00	636.23
Brenda Surom	546.00	-	0.00	0.00	411.61
Chris Szymanowski	1,827.00	-	0.00	0.00	1,184.73
Jenna Weih	1,050.00	-	0.00	0.00	792.97
TOTAL AMBULANCE	\$ 14,106.13	\$ 68.25	0.00	38.25	\$ 9,867.09
CEMETERY	September 7 - 20, 2019				
Dan McDonald	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,194.85
TOTAL CEMETERY	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,194.85
CITY HALL	September 8 - 21, 2019				
Cheryl Clark	\$ 1,684.01	\$ -	0.00	26.25	\$ 1,134.89
Doug Herman	4,201.46	-	0.00	0.00	3,024.32
Sally Hinrichsen	2,488.06	-	0.00	0.00	1,649.49
Nanci Tuel	1,486.40	-	0.00	0.00	977.35
TOTAL CITY HALL	\$ 9,859.93	\$ -	0.00	26.25	\$ 6,786.05
COUNCIL/MAYOR	September 9 - 22, 2019				
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
TOTAL COUNCIL/MAYOR	\$ 900.00	\$ -	0.00	0.00	\$ 827.61
LIBRARY	September 9 - 22, 2019				
Molli Hunter	\$ 337.61	\$ -	0.00	0.00	\$ 285.54
Penny Schmit	1,074.40	-	0.00	0.00	787.74
Madonna Thoma-Kremer	988.80	-	0.00	0.00	629.95
Michelle Turnis	1,615.38	-	0.00	0.00	1,003.75
TOTAL LIBRARY	\$ 4,016.19	\$ -	0.00	0.00	\$ 2,706.98
MBC	September 9 - 22, 2019				
Jacob Oswald	\$ 1,892.31	\$ -	0.00	0.00	\$ 1,422.50
Shannon Poe	1,576.92	-	0.00	0.00	1,076.28
TOTAL MBC	\$ 3,469.23	\$ -	0.00	0.00	\$ 2,498.78
POLICE	September 9 - 22, 2019				
Zachary Buehler	\$ 173.52	\$ -	0.00	0.00	\$ 148.77
Peter Fleming	1,851.36	-	0.00	0.00	1,325.43

PAYROLL - SEPTEMBER 26, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE (cont.)					
Dawn Graver	2,056.80	-	0.00	0.00	1,476.09
Erik Honda	2,496.49	408.65	0.00	10.50	1,832.48
John Klein	257.28	-	0.00	0.00	218.59
Jordan Koos	2,242.76	-	0.00	24.00	1,624.67
Britt Smith	2,735.42	-	0.00	0.00	1,996.57
Madonna Staner	1,486.40	-	0.00	0.00	1,122.44
Brian Tate	2,155.44	-	0.00	0.00	1,591.40
TOTAL POLICE	\$ 15,455.47	\$ 408.65	0.00	34.50	\$ 11,336.44
ROAD USE					
September 7 - 20, 2019					
Zeb Bowser	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,209.60
Eric Jungling	1,655.86	59.85	0.00	0.00	865.78
TOTAL ROAD USE	\$ 3,311.86	\$ 59.85	0.00	0.00	\$ 2,075.38
SANITATION					
September 7 - 20, 2019					
Michael Boyson	\$ 1,632.00	\$ -	0.00	0.00	\$ 1,142.19
Nick Kahler	2,019.23	-	0.00	0.00	1,383.28
TOTAL SANITATION	\$ 3,651.23	\$ -	0.00	0.00	\$ 2,525.47
SEWER					
September 7 - 20, 2019					
Tim Schultz	\$ 1,716.00	\$ -	0.00	11.50	\$ 1,199.57
Jim Tjaden	2,230.77	-	0.00	0.00	1,610.91
TOTAL SEWER	\$ 3,946.77	\$ -	0.00	11.50	\$ 2,810.48
WATER					
September 7 - 20, 2019					
Daniel Pike	\$ 1,656.00	\$ -	0.00	16.50	\$ 1,198.94
TOTAL WATER	\$ 1,656.00	\$ -	0.00	16.50	\$ 1,198.94
TOTAL - ALL DEPTS.	\$ 62,028.81	\$ 536.75	0.00	127.00	\$ 43,828.07

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS				
	GENERAL			
	POLICE DEPARTMENT			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	10.99		
BOSS OFFICE SUPPLIES & SYS INC	PD OFFICE SUPPLIES	92.99		
ELECTRONIC ENGINEERING CO	PD EQUIP REPAIR/MAINT	261.25		
JOHN DEERE FINANCIAL	PD SUPPLIES	19.96		
KARDES INC	PD VEHICLE OPERATING	2.29		
LASLEY ELECTRIC LLC	PD BUILDING SUPPLIES	91.98		
MEDIACOM	PD TELEPHONE	88.38		
UNIFORM DEN INC	PD MINOR EQUIPMENT	732.98		
		<u>1,300.82</u>		
	POLICE DEPARTMENT	1,300.82		
	STREET LIGHTS			
ALLIANT ENERGY-IES	E FIRST STREETLIGHTS	5,014.73		
		<u>5,014.73</u>		
	STREET LIGHTS	5,014.73		
	AQUATIC CENTER			
CARRICO AQUATIC RESOURCES INC	POOL EQUIP REPAIR/MAINT	107.12		
MEDIACOM	POOL TELEPHONE	43.94		
MICAH L WILLIAMS	POOL SWIMSUIT	32.95		
		<u>184.01</u>		
	AQUATIC CENTER	184.01		
	CEMETERY			
JOHN DEERE FINANCIAL	CEMETERY BUILDING SUPPLIES	25.21		
		<u>25.21</u>		
	CEMETERY	25.21		
	SOLDIER'S MEMORIAL BOARD			
O'KEEFE ELEVATOR COMPANY INC	ELEVATOR MAINTENANCE	39.78		
		<u>39.78</u>		
	SOLDIER'S MEMORIAL BOARD	39.78		
	ENGINEER			
SNYDER & ASSOCIATES, INC	ENGINEERING FEES	1,929.75		
		<u>1,929.75</u>		
	ENGINEER	1,929.75		
	ATTORNEY			
LEXISNEXIS	ATTORNEY RESEARCH	74.00		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	ATTORNEY	74.00		
	CITY HALL/GENERAL BLDGS			
BAKER PAPER CO INC	CH BUILDING SUPPLIES	50.44		
BLADE PEST CONTROL INC	CH PEST CONTROL	68.00		
SALLY HINRICHSEN	CH TRAVEL	351.98		
IOWA INTERACTIVE LLC	ACH RETURN FEE - GRIFFIN	5.00		
IOWA STATE PRISON INDUSTRIES	CH BUILDING SUPPLIES	34.56		
JOHN DEERE FINANCIAL	CH BLDG REPAIR/MAINT	6.48		
JONES COUNTY RECORDER	CH RECORDING FEES	32.00		
MONTICELLO EXPRESS INC	CH ADVERTISING	831.48		
O'KEEFE ELEVATOR COMPANY INC	ELEVATOR MAINTENANCE	79.56		
SIMMERING-CORY IA CODIFICATION	CH PRO FEES	1,500.00		
SPAHN & ROSE LUMBER CO INC	CH BLDG REPAIR/MAINT	37.47		
U.S. POSTAL SERVICE(CMRS-FP)	CH POSTAGE	1,500.00		
	CITY HALL/GENERAL BLDGS	4,496.97		
	GENERAL	13,065.27		
	MONTICELLO BERNDES CENTER			
	PARKS			
BLADE PEST CONTROL INC	MBC PEST CONTROL	68.00		
FAREWAY STORES #840-1	MBC BUILDING SUPPLIES	26.23		
EMILY HOLTZ	MBC DAMAGE DEPOSIT REFUND	200.00		
ASPEN LYNCH	MBC DAMAGE DEPOSIT REFUND	200.00		
MEDIACOM	MBC TELEPHONE	43.94		
MONTICELLO SPORTS	MBC VOLLEYBALLS	224.00		
PEPSI COLA BOTTLING CO	MBC CONCESSIONS	242.18		
PREMIER CARPET CARE	MBC CARPET CLEANING	390.00		
SACRED HEART CHURCH	MBC DAMAGE DEPOSIT REFUND	200.00		
	PARKS	1,594.35		
	MONTICELLO BERNDES CENTER	1,594.35		
	FIRE			
	FIRE			
CNH CAPITAL	FIRE EQUIP REPAIR/MAINT	252.21		
MEDIACOM	FIRE TELEPHONE	43.94		
SANDRY FIRE SUPPLY	FIRE BOOTS	551.65		
	FIRE	847.80		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	FIRE	847.80		
	AMBULANCE			
	AMBULANCE			
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	97.00		
ANAMOSA AREA AMBULANCE SERVICE	AMB MUTUAL AID FEES	75.00		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	10.98		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	80.37		
DAWN BRUS	AMB CELL PHONE STIPEND	289.10		
FREESSE MOTORS INC	AMB VEHICLE REPAIR/MAINT	495.39		
MARY INTLEKOFER	AMB CELL PHONE STIPEND	240.00		
BRANDON KENT	AMB CELL PHONE STIPEND	240.00		
LASLEY ELECTRIC LLC	AMB BUILDING SUPPLIES	364.47		
LORI LYNCH	AMB CELL PHONE STIPEND	240.00		
MEDIACOM	AMB TELEPHONE	88.38		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	1,304.16		
SHELLY A SEARLES	AMB CELL PHONE STIPEND	240.00		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL	79.35		
CHRISTOPHER R SZYMANOWSKI	AMB CELL PHONE STIPEND	60.00		
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES - JAN-AUG	2,398.01		
ZOLL MEDICAL CORPORATION	AMB EQUIP REPAIR/MAINT	510.00		
	AMBULANCE	6,812.21		
	AMBULANCE	6,812.21		
	LIBRARY IMPROVEMENT			
	LIBRARY			
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	5.04		
JOHN DEERE FINANCIAL	LIB IMP PROGRAMS/PROMOTIONS	1.99		
	LIBRARY	7.03		
	LIBRARY IMPROVEMENT	7.03		
	LIBRARY			
	LIBRARY			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	167.85		
O'KEEFE ELEVATOR COMPANY INC	ELEVATOR MAINTENANCE	39.78		
	LIBRARY	207.63		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	LIBRARY	207.63		
	AIRPORT			
	AIRPORT			
BAKER PAPER CO INC	AIRPORT BUILDING SUPPLIES	34.66		
	AIRPORT	34.66		
	AIRPORT	34.66		
	ROAD USE			
	STREETS			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	246.04		
BARD MATERIALS	RU STREET MAINTENANCE SUPPLIES	1,836.00		
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES	235.96		
GREGORY DIRKS	RU EQUIP REPAIR/MAINT	44.50		
HENDERSON PRODUCTS INC.	RU EQUIP REPAIR/MAINT	305.88		
IOWA STATE PRISON INDUSTRIES	RU STREET MAINTENANCE SUPPLIES	165.55		
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	429.53		
KIMBALL MIDWEST	RU SUPPLIES	73.08		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	360.27		
LASLEY ELECTRIC LLC	RU LIGHT SYSTEMS/STRUCTURES	302.50		
MEDIACOM	RU TELEPHONE	43.94		
MONTICELLO EXPRESS INC	RU SUPPLIES	105.99		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT	80.96		
SNYDER & ASSOCIATES, INC	RU ENGINEERING - 6TH & GILL	5,745.44		
SPAHN & ROSE LUMBER CO INC	RU STREET MAINTENANCE SUPPLIES	273.86		
	STREETS	10,249.50		
	ROAD USE	10,249.50		
	TIF PROJECT			
	STREETS			
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION	9,615.49		
	STREETS	9,615.49		
	TIF PROJECT	9,615.49		
	CAPITAL IMPROVEMENT			
	STREETS			

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION	6,410.32		
	STREETS	6,410.32		
	AIRPORT			
HDR ENGINEERING INC	CAP IMP - AIRPORT MASTER PLAN	3,313.00		
	AIRPORT	3,313.00		
	CAPITAL IMPROVEMENT	9,723.32		
	BATY DISC GOLF COURSE			
	PARKS			
D&S PORTABLES, INC. STEVE MONK CONSTRUCTION, LTD.	BATY DG PORT-A-POT RENTAL	272.00		
	BATY DG MOWING	528.00		
	PARKS	800.00		
	BATY DISC GOLF COURSE	800.00		
	C.C. BIDWELL LIBRARY BOOK			
	LIBRARY			
THE DONNELSON PUBLIC LIBRARY	LIB BIDWELL BOOKS	17.25		
	LIBRARY	17.25		
	C.C. BIDWELL LIBRARY BOOK	17.25		
	WATER			
	WATER			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	224.27		
IOWA DEPT OF NATURAL RESOURCES	WATER DUES - PERMIT #3987	95.00		
IOWA ONE CALL	WATER SYSTEM	36.00		
LASLEY ELECTRIC LLC	WATER BLDG REPAIR/MAINT	191.97		
SPAHN & ROSE LUMBER CO INC	WATER SYSTEM	40.00		
U.S. POSTAL SERVICE(CMRS-FP)	WATER POSTAGE	500.00		
WILLIAM WARREN, INC.	WATER BOOTS - SCHULTZ	99.87		
	WATER	1,187.11		
	WATER	1,187.11		

CUSTOMER DEPOSITS

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	WATER			
ADAM ACKERMANN	WATER DEPOSIT REFUND	2.45		
CITY OF MONTICELLO	NORTON/TOMMY & ALISHA	407.55		
		<u>410.00</u>		
	WATER	410.00		
		<u>410.00</u>		
	CUSTOMER DEPOSITS	410.00		
	SEWER			
	SEWER			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	8.26		
GIESE SHEET METAL CO. INC.	SEWER BLDG REPAIR/MAINT	1,416.83		
IOWA ONE CALL	SEWER SYSTEM	36.00		
JOHN DEERE FINANCIAL	SEWER LAB SUPPLIES	86.57		
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	28.27		
LASLEY ELECTRIC LLC	SEWER BLDG REPAIR/MAINT	140.00		
MONTICELLO SPORTS	SEWER POSTAGE	2.00		
U.S. POSTAL SERVICE(CMRS-FP)	SEWER POSTAGE	500.00		
USA BLUE BOOK	SEWER SUPPLIES	148.95		
WILLIAM WARREN, INC.	SEWER BOOTS - SCHULTZ	99.87		
		<u>2,466.75</u>		
	SEWER	2,466.75		
		<u>2,466.75</u>		
	SEWER			
	SEWER			
	SANITATION			
	SANITATION			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	8.26		
MONTICELLO EXPRESS INC	SANITATION ADVERTISING	135.20		
REPUBLIC SERVICES	RESIDENTIAL RECYCLING	21,683.40		
U.S. POSTAL SERVICE(CMRS-FP)	SANITATION POSTAGE	500.00		
		<u>22,326.86</u>		
	SANITATION	22,326.86		
		<u>22,326.86</u>		
	SANITATION			
	SANITATION CAPITAL IMPROV			
	SANITATION			
BEHREND'S CRUSHED STONE	YARD WASTE SITE	203.68		
THEODORE KRAUS	YARD WASTE SITE	4,588.77		
MONTICELLO EXPRESS INC	YARD WASTE SITE	310.00		
SPAHN & ROSE LUMBER CO INC	YARD WASTE SITE	19.72		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	SANITATION	5,122.17		
	SANITATION CAPITAL IMPROV	5,122.17		
	STORM WATER			
	STORM WATER FUND			
B & J HAULING & EXCAVATION INC	STORMWATER IMPROVEMENTS	3,498.74		
STEVE MONK CONSTRUCTION, LTD.	STORMWATER MAINTENANCE	135.00		
SPAHN & ROSE LUMBER CO INC	STORMWATER MAINTENANCE	177.96		
	STORM WATER FUND	3,811.70		
	STORM WATER	3,811.70		
**** SCHED TOTAL ****		88,299.10		
***** REPORT TOTAL *****		88,299.10		

ACCOUNTS PAYABLE ACTIVITY
CLAIMS FUND SUMMARY

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	13,065.27		
005	MONTICELLO BERNDES CENTER	1,594.35		
015	FIRE	847.80		
016	AMBULANCE	6,812.21		
030	LIBRARY IMPROVEMENT	7.03		
041	LIBRARY	207.63		
046	AIRPORT	34.66		
110	ROAD USE	10,249.50		
325	TIF PROJECT	9,615.49		
332	CAPITAL IMPROVEMENT	9,723.32		
338	BATY DISC GOLF COURSE	800.00		
502	C.C. BIDWELL LIBRARY BOOK	17.25		
600	WATER	1,187.11		
602	CUSTOMER DEPOSITS	410.00		
610	SEWER	2,466.75		
670	SANITATION	22,326.86		
671	SANITATION CAPITAL IMPROV	5,122.17		
740	STORM WATER	3,811.70		

City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item: # 142
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Public Hearing on proposed Sale of City owned property located adjacent to Jaycee / Kleinow fields. Resolution to approve sale of City owned property off of Diamond Drive near Jaycee/Kleinow fields.

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

Attachments & Enclosures:

Resolution

Bid Documents

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Council previously directed me to advertise proposed sale of City owned property off of Diamond Drive near Jaycee Kleinow fields. Bids were sought and two received. A public hearing was set for tonight to consider the sale after publishing notice in the Express.

Background Information: The Public Hearing notice provided that the Council would be considering the sale and specifically two pending offers, to wit:

1. Two neighboring property owners, Brighton and Zumbach have offered to purchase the property and to split Surveying fees with the City for the sum of \$30,000. (Surveying fees estimated at \$2,000.) Neighbors intend to use property as a means of enlarging their lots.)
2. Judy Tuetken offered to purchase the property for the sum of \$21,300. Judy desires to build a single-family residence on the property that would have a walk out finished basement and an upper story with a deck overlooking the fields and a garage in the rear. She would need to pay all costs to get water/sewer/electric/gas to the lot.

Considerations:

1. Neighbor's offer is approximately \$10,000 higher considering shared survey costs.
2. Judy's proposal would result in an increase in property taxes for many years to come, the "new" taxes far exceeding potential new taxes on bare land located behind two existing homes. (A value of approx. \$200,000 to \$225,000 would produce approximately \$1,500 per year in City tax receipts not including County, School, and other levies.) Judy proposes to buy construction materials from Spahn & Rose and to have home built by local builder. (See Plans attached hereto.)

3. It is possible that new structures, garages, could be erected on the lot expansions by future current or future property owners of Brighton and Zumbach properties.
4. Park and Recreation use of the land has been considered. The land has not been used for Park or Park and Recreation services to the best of our knowledge, it has merely been green space adjacent to the ball diamonds.
 - a. Funds generated from the sale of the land could be used to cover City share of Pickelball Courts and additional trail extension on Hwy. 38 towards the new middle school.

After the Public Hearing the Council can move forward with one or the other, neither, both, some other person, or not at all.

The position of the Park and Rec. Dpt. is as follows:

Jaycee/Kleinow Property:

It would be our (Parks&Rec Department) recommendation that the City sell the discussed property to the current home owners and utilize proceeds from the sale for development of our 2nd Trail Phase, which would pick up at Oak Street and travel out to the entrance to the new middle school.

Jacob Oswald

City of Monticello
Director, Parks & Rec
(319)-465-6640



Recommendation: I recommend that the Mayor open the Public Hearing, accept public comment, close the public hearing, and that a Council member then move the approval of a Resolution to see the property with appropriate second and discussion to follow.

THE CITY OF MONTICELLO, IOWA

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

RESOLUTION #19-__

Resolution to approve sale of City Owned Property off of Diamond Drive near Jaycee / Kleinow fields

WHEREAS, The City Council previously agreed to accept bids on City owned property near Jaycee Kleinow fields and thereafter received two bids/proposals related to the property and based thereon scheduled a Public Hearing on the proposed sale of the property for tonight's meeting, and

WHEREAS, The Mayor opened the Public Hearing, accepted Public Comment, and closed the Public Hearing before Council consideration of this Resolution, and

WHEREAS, The Council finds that the land, while adjacent to City ball diamonds, is not used as part of that complex and has not over the years been utilized by residents for Park Purposes, and

WHEREAS, The Council further finds that the funds generated from the sale of the lot could be used to further park and recreation projects that would be of benefit to the residents of the community, and

WHEREAS, The Council finds that the sale of the lot to _____ should be approved and directs the City Administrator to proceed with the preparation of documents necessary to proceed with the sale of said property to _____ consistent with the terms of said party's offer and to order necessary surveying work.

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 7th day of October that the sale of the City property considered during tonight's Public Hearing is hereby approved and the City Administrator is directed to proceed with the preparation of documents to effect the sale of said property to _____ and to arrange for necessary surveying.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

Received 8/30/2019 @ 1:00 pm

We, Thomas and Alice Brighton and Betty Zumbach, are proposing to purchase part of Parcel #02-22-304-024 of land owned by the City of Monticello, Iowa. Said parcel adjoins our properties. As you can see in the picture, our property lines fall right behind our garage and right behind Betty's tool shed. We'd like to purchase 213.4 feet across, from east to west, and 80 ft deep, from south to north. I have illustrated this area on the picture.

With this addition of property we would have the possibility of extending our garage and adding a small hobby work shop. It would also give us some elbow room and be a nice buffer zone. Betty Zumbach would also like more space behind her tool shed.

We want to extend 80 ft. deeper because it would also include the large Catalpa Tree. Last year we submitted a picture of the tree and it was awarded largest tree of 2018 in Monticello. There are fewer and fewer of these trees around. When we bought our land 45 ½ years ago, that tree was already a very large tree.

I've enclosed a map showing the area we are interested in.

We are proposing \$30,000. We would also be willing to split the surveyors fees..

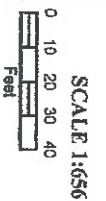
Ann Z Zumbach POA for Betty L. Zumbach
Thomas & Brighton
Alice J. Brighton



Jones County, Iowa CADASTRAL MAPPING

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.

This map was produced from data maintained in the Jones County Geographic Information System. For further information regarding maps, data sources or the production of GIS products and services, please contact Jones County GIS at (319) 462-5302.



LEGEND	
	Claim Line
	Survey Line
	Corporate Boundary
	County Line
	Township Line
	Railroad ROW
	Lot Line
	Road
	Parcel Line
	Subd
	Sectir

Maple



BRIGHTON + Zumbaugh

If this is 2017 aerial photo it is courtesy of the U.S. Army Corps of Engineers

August 23, 2019

To The Manticello City Council,

I would like to submit an offer for the property along Diamond Drive generally located behind the homes at 401 and 421 E. 3rd Street.

I have secured a contractor and would start building this fall.

My offer would be \$21,300.⁰⁰

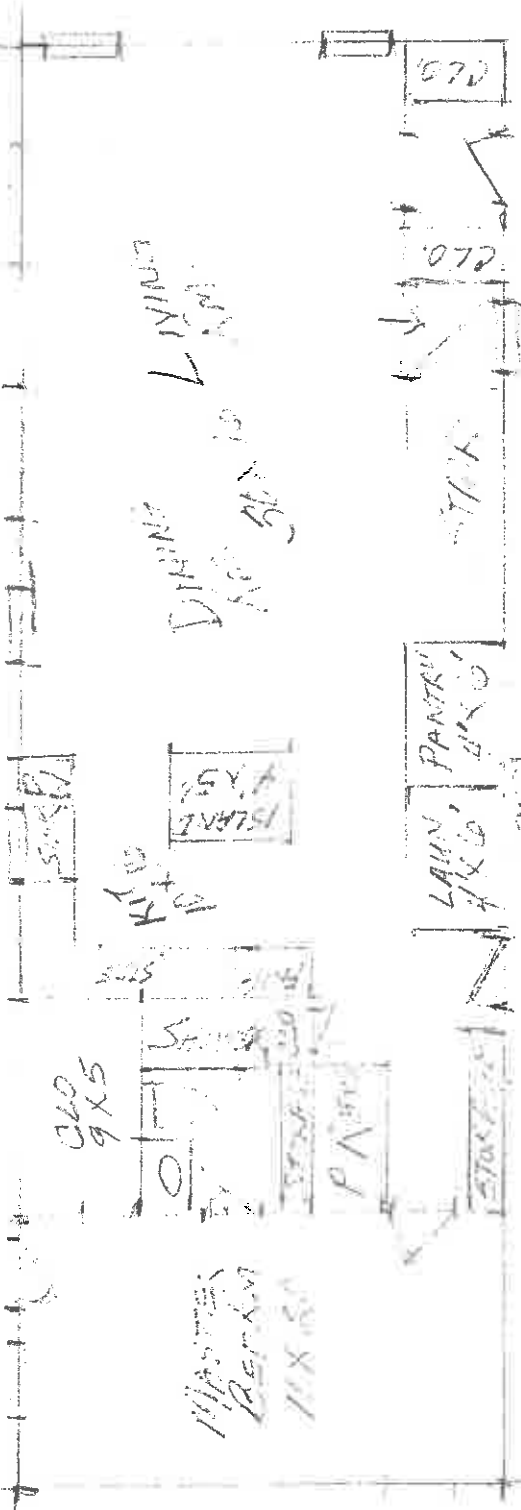
Thank you for your consideration.

Judy Tuetken
23004 150th Ave.
Manticello, IA
319-480-1450

DECK 12 X 60

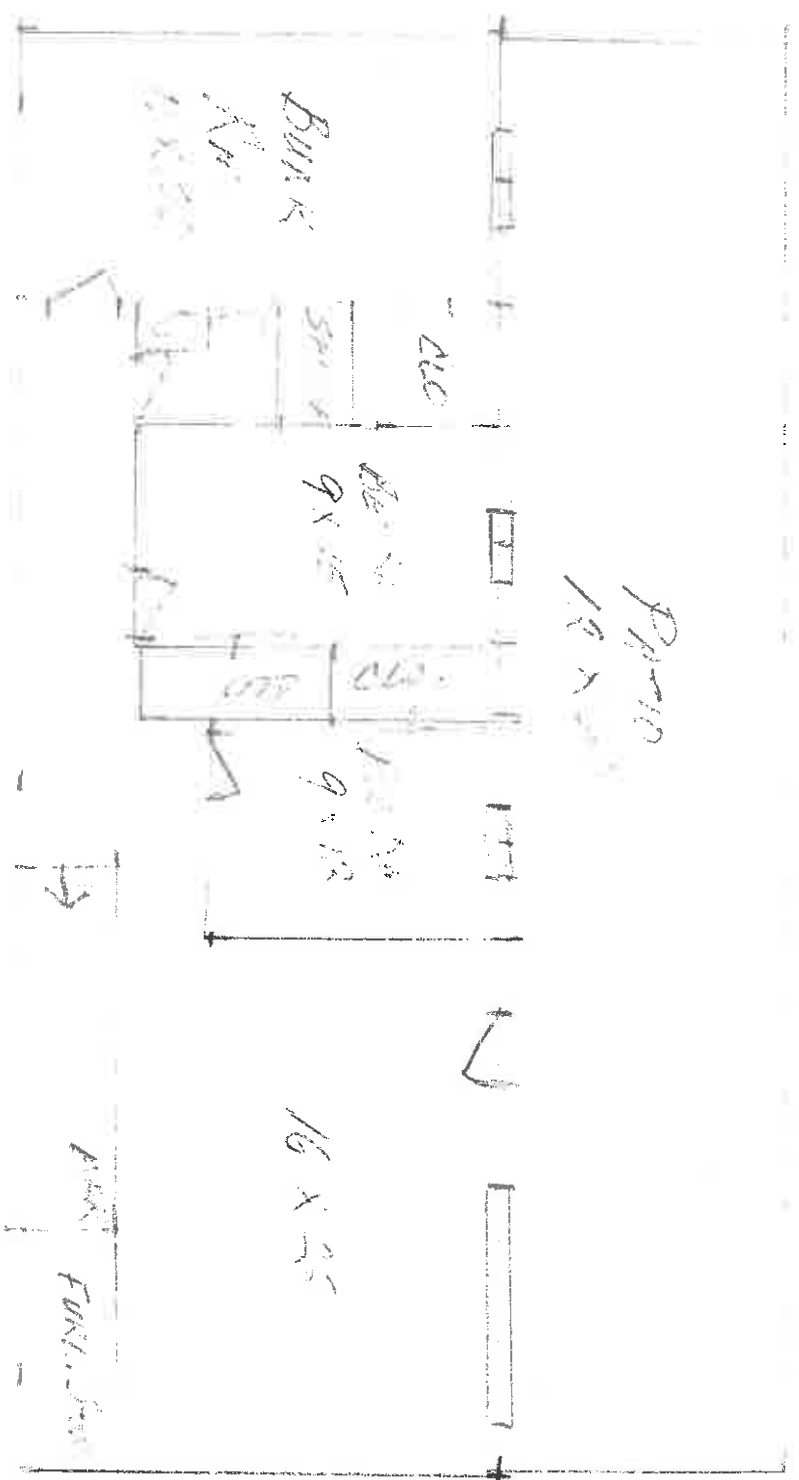
SCREEN
6'

HOUSE
20 X 40



GARAGE
30 X 50





City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item: 3
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution to approve Letter of Support for the Rural Innovation Initiative

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

Attachments & Enclosures:

Proposed Resolution / Letter of Support
Rural Innovation Initiative Handout (Selections)
Creative Adventure Lab (Dbq.) Handout

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The City of Monticello has been asked to participate in a pilot program referred to as the Rural Innovation Initiative. The program would be largely supported by Iowa EDA Grant funds and a letter of support has been requested to submit with the Grant Application.

Background Information: The Rural Innovation Initiative is a project that would connect five, to start with, rural communities with the Creative Adventure Lab in Dubuque, Iowa. (see attached) The partnership would connect entrepreneurs and other participants with one another, from location to location. The locations would all serve as potential co-working space for members who may work from home, or who may even have office space but wish to have the option of utilizing co-working space in other participating communities. (For example, a “member” can pay \$50 per month and use office space in the Dubuque Center or any of the rural centers, using their internet, utilities, etc.) These centers have semi-private work space to meeting room space that may be reserved as needed in addition to larger meeting spaces, depending upon the community/location. All of the locations will also provide training and networking opportunities throughout the year, not only to members but to others who wish to take advantage of the opportunities provided.

There are more and more jobs that allow employees to work from home or to work remotely, in some cases it really doesn't matter at all where the employee is geographically located, a person who works for a large firm in Chicago can now choose to live in Monticello, for example, and having a co-working space to utilize will allow them the office environment when necessary. The network also provides a great opportunity for those involved to find others in their community or region that may provide services their company needs.

Cammie Greif and Lisa Stadtmueller both attended an informational meeting with me on Monday, September 30th in Dubuque. They have both been active in co-sharing and innovation in Monticello and will be present to share their thoughts.

The letter of support does not obligate the City, instead, expresses your interest in moving forward with the grant application and pursuing the project further.

Staff Recommendation: I recommend that the Council approve the proposed resolution and letter of support.

THE CITY OF MONTICELLO, IOWA

RESOLUTION #19-__

Resolution to approve letter of support for the Rural Innovation Initiative

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

WHEREAS, The City Council has been advised of an opportunity to participate as one of five rural communities in the Rural Innovation Initiative, an initiative that would partner the five rural locations with the Creative Adventure Lab in Dubuque, Iowa, and

WHEREAS, The Council has been advised that a grant from the Iowa Economic Development Authority is being requested to get this program off the ground, with the IEDA Grant to cover a significant portion of the costs of the project, buildout and FFE (Furniture/Fixtures/Equipment), with a small community investment or in kind contribution being required as the program moves forward, and

WHEREAS, One of the benefits of the Innovation Lab is what it offers to workers that commute part of the time, or choose to or are allowed to work from home/remotely, an opportunity to have an environment they can utilize, for a small monthly fee, when necessary or desired, where they have desk space, internet access, and access to all the other co-workers in Monticello and the network in general, and

WHEREAS, The Innovation Lab would also provide training opportunities and other educational opportunities to Monticello employers, non-profits, and residents, and

WHEREAS, As a rural community the Council finds that our future success is tied to the attraction and maintenance of residents and positioning ourselves to attract and maintain residents who work from home/remotely that want to stay in their home town or rural America in general, will help Monticello succeed for years to come, and

WHEREAS, the Council finds that the proposed Letter of Support accurately sets forth the position of the City Council and therefore finds that the Mayor should execute said letter and forward it to Creative Adventure Lab to be included in the formal grant to be submitted to the Iowa Economic Development Authority.

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 7th day of October, 2019, does hereby authorize the Mayor to execute the attached Letter of Support for the submission of the Iowa EDA Grant to support the Rural Innovation Initiative.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

To: Iowa Economic Development

From: City of Monticello, Iowa

Re: Rural Innovation Initiative

Date: October 07, 2019

To Whom it May Concern:

Please accept this letter as evidence of the City of Monticello's support for the Rural Innovation Initiative proposed by the Creative Adventure Lab, Dubuque, Iowa. The successes of the Creative Innovation Lab are impressive, and the opportunity to collaborate with them in this program would bring great opportunity and potential benefits to the City of Monticello, Monticello Businesses, and all residents, whether those that could take advantage of business incubator space and networking or those that could benefit from the training and educational opportunities offered by the Monticello Innovation Lab or those labs in other participating communities.

The future of rural America and, therefore, rural Iowa, is directly connected to our ability to create an environment that will attract and/or allow young people to live and work here. Quality internet, work space out of the home, and the ability to network are all keys to providing that environment. We have the beautiful open spaces, quality of life, quality schools, lower cost of living, and so much more that is attractive to young people, we merely need to make it more feasible for them to land and plant their roots here.

The opportunities lying ahead are exciting and we hope you will choose to support this pilot program.

Sincerely,

**Brian Wolken
Mayor, City of Monticello**

Rural Innovation Lab Initiative

Powered by Creative Adventure Lab

Project Summary

Background

In October 2018, after a year of community discussions and partnership building, Creative Adventure Lab launched the Innovation Lab - a new program that offers a full set of innovation & entrepreneurship services in Dubuque. The Innovation Lab has served more than forty entrepreneurs and fifteen corporations through innovation services & training, innovation space, flexible workspace, professional development, coaching & technical assistance, business accelerator programming, and connections with a statewide network of resource providers.

Now we're extending the impact and reach of these services through a Rural Innovation Lab initiative, composed of our "hub" Innovation Lab in Dubuque and "spoke" Innovation Labs in surrounding small communities.

The Key Issue

More than 40% of Americans live in rural communities. In Iowa, many of these communities are struggling to grow their economy and retain a talented workforce. At the same time, the Gig Economy is thriving and access to broadband is expanding, creating new opportunities to develop ideas, launch businesses, and work remotely from just about anywhere.

Unfortunately, useful innovation & entrepreneurship support services are primarily concentrated in urban centers. This leaves many entrepreneurs and businesses in small rural communities with a difficult choice - forego the competitive advantage these supports provide or leave their community for a larger city.

Our Solution

To change this, Creative Adventure Lab aims to create a rural enterprise center - a distributed network of Innovation Labs located in rural communities throughout eastern Iowa, all supported and connected by our existing innovation & entrepreneurship programs, services, and personnel. By applying a hub & spoke model, this project creates significant value for each rural community and the network as a whole, producing meaningful efficiencies through resource sharing.

Initially, we'll launch new Innovation Labs in five rural communities in northeast Iowa. Primary communities that have demonstrated capacity and interest include Maquoketa, Bellevue, Cascade, Monticello, and Dyersville. Our goal is to launch all five new labs throughout the first year of the project (startup period).

Funding Request

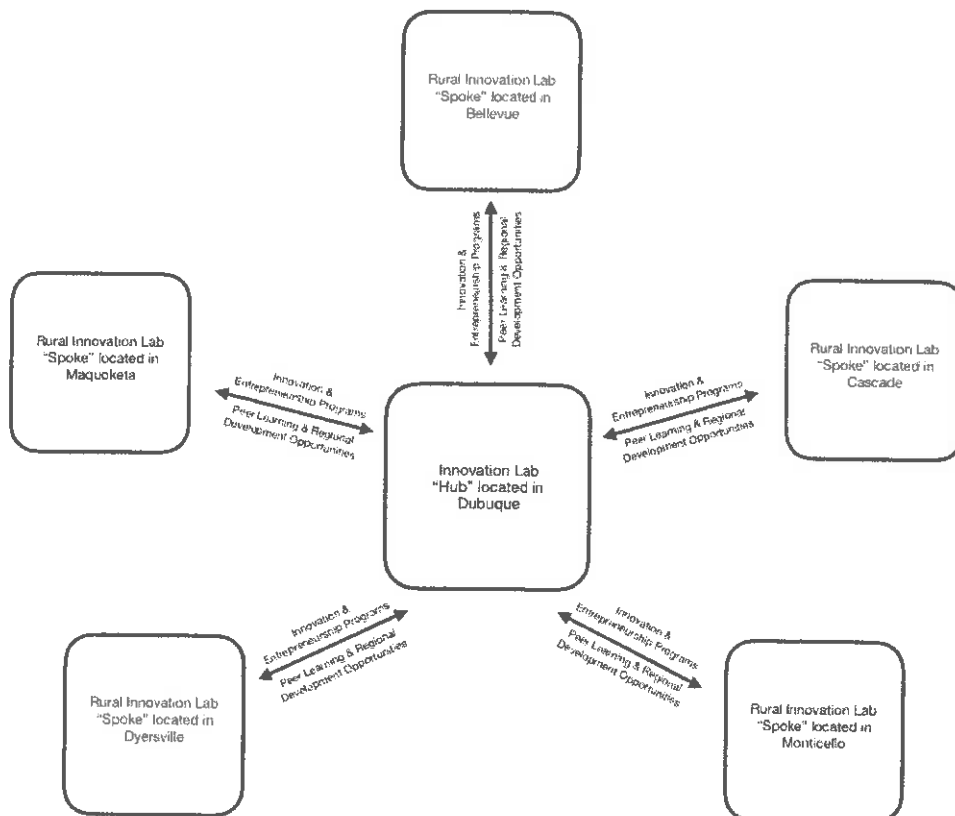
We're requesting that Iowa Economic Development Authority commit \$30,000 per community (\$150,000 total) to fund the startup of 5 rural Innovation Lab facilities in Northeast Iowa. Funds will be applied to buildout/FFE expenses.

Strong Partnerships

Our existing Innovation Lab has a proven track record for helping entrepreneurs and corporations like John Deere, Alliant Energy, Hodge, IIW, and MercyOne innovate, connect with resources, and grow. To complement and amplify the impact of our in-house services, Creative Adventure Lab has developed strong partnerships with a multitude of local and statewide resource providers, including Dupaco, SBDC, SBA, NICC, Iowa TSB Program, Iowa Sourcelink, Iowa Rural Development Council, and JPEC/Iowa Venture School.

Other key partnerships include city & county leaders, economic development entities, property owners, and regional business development resources. We have built effective partnerships in each of these sectors while launching our existing hub and are actively developing similar partnerships in spoke communities. *(Partner letters in Appendix 4)*

Hub & Spoke Model



Sustainability

We're requesting IEDA funding support for the initial start-up year, to fund buildout/FFE expenses.

Beyond the start-up year, our model is sustainable long-term. An annual service agreement with Dupaco, a \$5K annual investment from each participating community, program & service fees, and in-kind program support from Creative Adventure Lab cover 90% of the annual operating expenses. In addition, we are actively engaging potential network partners and local community supporters to fund the remaining 10% of operating expenses (\$4K in each community).

Based on our current Innovation Lab experiences in Dubuque, we also anticipate additional partnerships & support within each community once the facilities are up and running, as entrepreneurs and businesses recognize the value they can derive from the programs and services the Innovation Lab offers. During the first year of operation, the Dubuque Innovation Lab has doubled the number of partnerships and funding support through annual service agreements with local businesses. We will apply this same proven approach in rural markets.

Site License & Management Package

Fees

Startup Fee - \$75K one-time fee (\$5K projected cost to communities)
Funds facility design/development & 1st year of operations

Annual Fee - \$40K per year (\$5K projected cost to communities)
Funds program delivery & capacity building year 2 and beyond

Deliverables

1. Facility Development *(See details in Appendix 1)*

Creative Adventure Lab will identify an appropriate Innovation Lab location, complete layout/design plans, lead facility development/buildout, and provide all furnishings, fixtures, and equipment.

2. Program Delivery *(See details in Appendix 2)*

Network Programs:

- Small Business Professional Development series
- Coaching & technical assistance
- Case studies & best practice models
- Detail management

Local Programs:

- Peer learning & local meetups
- Community innovation sessions
- Community partnership programs

3. Capacity Building *(See details in Appendix 3)*

- Recruit & train a local innovation fellow
- Champion community innovation & entrepreneurship initiatives
- Develop & manage local programs
- Foster community awareness and partnerships

2.A. Program Descriptions

Network Programs

Small Business Professional Development series

Throughout the year we recruit and host a content area expert who gives a training relevant to entrepreneurs and small businesses. In addition to attending in-person, we also make this available to network sites in realtime through interactive technology. Past trainings have covered topics like effective business marketing, top web applications for entrepreneurs, social media do's and don'ts, money management, and more. Often, these are led by professionals working within the Innovation Lab network, which creates opportunities for follow-ups and conversation after the presentation.

Coaching & technical assistance

Coaching involves helping entrepreneurs develop the right business strategies while technical assistance involves identifying effective operations. Innovation Lab staff & key network partners are ready and willing to provide coaching and technical assistance to Innovation Lab users to help them grow their business. As entrepreneurs ourselves, all of the Innovation Lab staff know what it's like to navigate a start-up or small business and have extensive knowledge of tools and resources that can provide additional value or insight.

Case studies & best practice models

Quarterly communications package highlighting successes and unique approaches to innovation & entrepreneurship from throughout the network (and possibly beyond). These will include a variety of topics that deliver practical information and tools to help users &

Detail management

We make sure the facility, user experience, and programming all runs optimally without conflict. While not glamorous, detail management is critical to a coordinated, efficient, and successful Innovation Lab. Detail management entails all the large and small tasks necessary to ensure the best possible user experience, including ordering & restocking supplies, ensuring a neat and tidy facility, marketing the lab & programs to the community, onboarding & managing users, facilitating user network communications & space reservation, and calendar management.

Local Programs

Peer learning & local meetups

Events specifically tailored to help each community create opportunities for creative collisions, peer learning, and business development.

Community innovation session

The Innovation Lab facilitates high quality innovation through training and ideation sessions for some of our region's largest businesses, including John Deere, Alliant Energy, HODGE, MercyOne, and many more. Each year we'll apply this same innovation process to help each Innovation Lab site engage community stakeholders and create actionable solutions to pressing community challenges or opportunities.

Community partnership programs

Our Innovation Lab model actively engages a diverse network of local, regional, state, and national partners to support innovation & entrepreneurship in the best ways possible. Locally, each Innovation Lab will work with and engage community partners to develop & deliver key programs and services relevant to that specific community. Examples include Innovation Lab participation in local events & activities, engaging local stakeholders to innovate around a community challenge, recruiting existing business owners to mentor entrepreneurs, partnering with a local school or university to help students become more innovative, etc.

Appendix 3

Capacity Building

Service Descriptions

Recruit & train a local innovation fellow

Each Innovation Lab is coordinated by an Innovation Fellow. Innovation Fellows are usually an Innovation Lab user who resides in the local community. Innovation Lab fellows get a monthly stipend, specialized training, and a wide variety of network support to ensure the local Innovation Lab is creating positive impact. They are primarily responsible for supervising the facility and coordinating programs/users. Innovation Lab fellows also help with the three following efforts, to build additional capacity within the local community:

Champion community innovation & entrepreneurship initiatives

The Innovation Lab is a place where ideas are hatched, stories are shared, and impact is measured. Our work helps communities get inspired by the potential for innovation and entrepreneurship to create positive change, then provides tools, resources, and guidance to help launch local initiatives.

Develop & manage local initiatives

One key aspect of our programming is to help each Innovation Lab community create tailored programs and services that address the unique needs of innovators, entrepreneurs, and economic development efforts underway within each city. These local grassroots efforts inspire, connect, and support local changemakers.

Foster community awareness and partnerships

Often, communities don't have a good answer to the question "Where can I find innovators & entrepreneurs in your community?" Innovation Labs serve as a hub for innovators and entrepreneurs, as well as the diverse array of existing resources that serve them. Having an Innovation Lab within a community makes it easier to create connections between changemakers and the resources that support them.

Rural Innovation & Entrepreneurship

Initiative Overview

Background

In October 2018, after a year of community discussions and partnership building, Creative Adventure Lab launched the Innovation Lab - a new program that offers a full set of innovation & entrepreneurship services in Dubuque. The Innovation Lab has served more than forty entrepreneurs and fifteen corporations through innovation services, coworking space, professional development, technical assistance, business accelerator programs, and connections with a statewide network of resource providers.

Now we're extending the impact and reach of these services through a rural innovation & entrepreneurship initiative, composed of our "hub" center in Dubuque and "spoke" facilities in surrounding small communities.

The Key Issue

More than 40% of Americans live in rural communities. In Iowa, many of these communities are struggling to grow their economy and retain a talented workforce. At the same time, the Gig Economy is thriving and access to broadband is expanding, creating new opportunities to develop ideas and launch/run companies from just about anywhere.

Unfortunately, useful innovation & entrepreneurial support services (like coworking spaces, ideation processes, financial support services, and business accelerator programs) are primarily concentrated in urban centers. This leaves many entrepreneurs and businesses in small rural communities with a difficult choice - forego the competitive advantage these supports provide or leave their community for a larger city.

Our Solution

To change this, Creative Adventure Lab aims to create a rural enterprise center - a distributed network of small coworking facilities located in rural communities throughout eastern Iowa, all supported and connected by a robust collection of shared innovation & entrepreneurship programs, services, and personnel. By applying a hub & spoke model, this project creates significant value for each rural community and the network as a whole, producing meaningful efficiencies through resource sharing. As a pilot, a significant focus will be to capture, package, and share lessons and best practices from the initiative, to facilitate replicating this model in other regions.

Coworking Spaces & Delivering Services

Initially, we'll launch coworking spaces and deliver innovation & entrepreneurship services in five rural communities in northeast Iowa. Communities that have demonstrated capacity

and interest include Maquoketa, Bellevue, Cascade, Monticello, and Dyersville. Our plan is to launch all five coworking spaces in the first two years of the project (startup period).

Replicating the Model

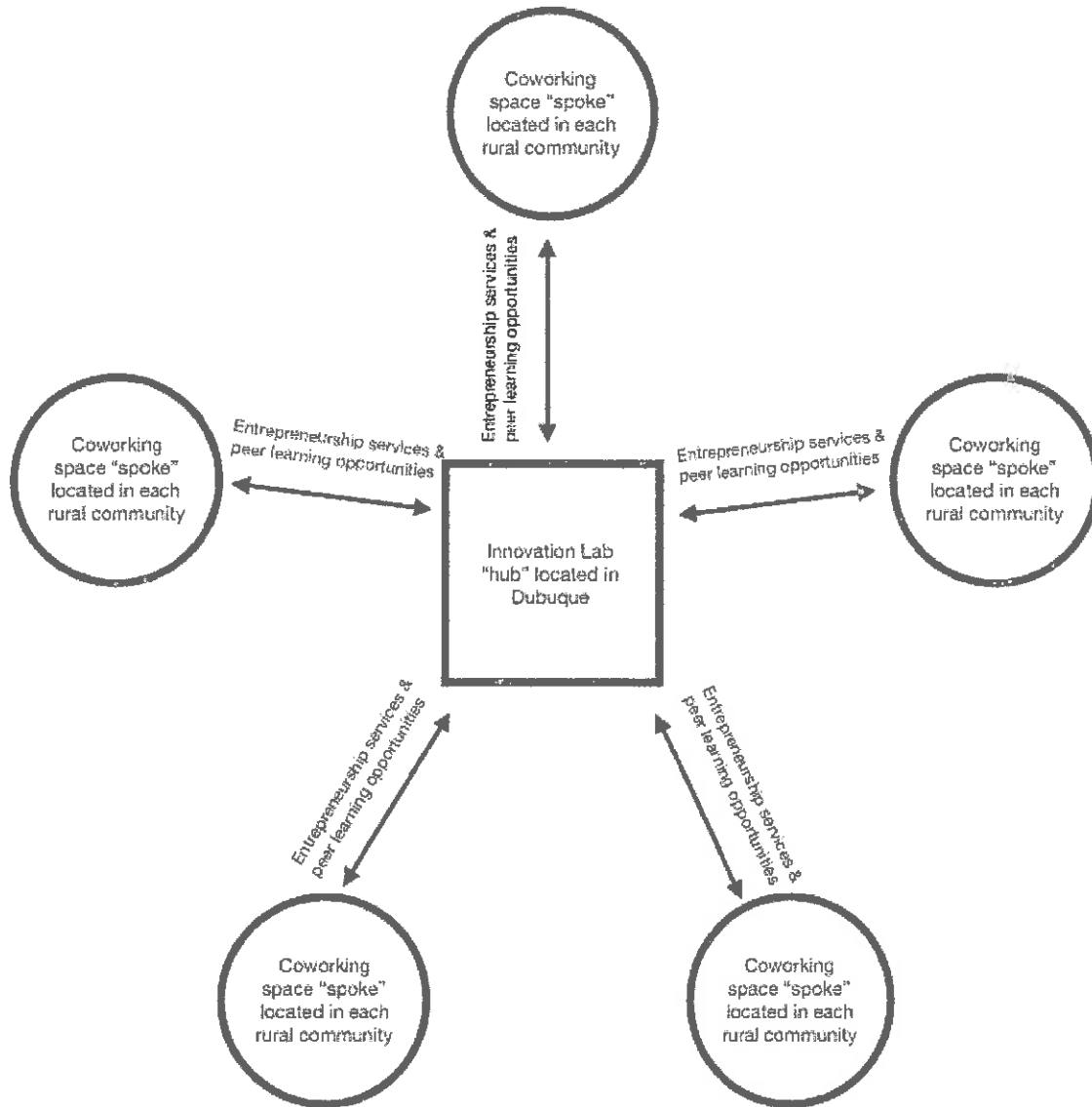
In addition to launching five coworking spaces and delivering services in Northeast Iowa, we'll leverage what we learn to create and share toolkits and resources with a broad network of partners, in order to replicate this model in other regions.

Strong Partnerships

We have a proven track record for helping entrepreneurs and corporations innovate, connect with resources, and grow. To complement and amplify the impact of our in-house services, Creative Adventure Lab has developed strong partnerships with a multitude of local and statewide resource providers, including Dupaco, SBDC, SBA, NICC, Iowa TSB Program, Iowa Sourcelink, Iowa Rural Development Council, and JPEC/Iowa Venture School.

Other key partnerships include city & county leaders, economic development entities, property owners, and regional business development resources. We have built effective partnerships in each of these sectors while launching our existing hub and are actively developing similar partnerships in spoke communities.

HUB & SPOKE MODEL



Site License/Management Budget

Income	Startup	Annual	
Community Investment	\$ 5	\$ 5	cash or in-kind facility
Network Funders			For targeted network locations
Private	\$ 15	\$ 10	Dupaco, ImOn, etc
Public	\$ 30	\$ 10	IEDA, USDA, SBA
Local Contributions	\$ 10	\$ 5	Sponsors, donors, grants
CAL Contribution	\$ 5	\$ 5	To support each lab
Total income	\$ 65	\$ 35	
Expenses	Startup	Annual	
Buildout/FF&E	\$ 25	\$ 0	Develop & furnish I&E Center
Facilities	\$ 9	\$ 9	Rent/utilities/internet/janitorial
Local I&E Fellow	\$ 6	\$ 6	Supervision & engagement
Programs & Services	\$ 25	\$ 20	Innovation & entrepreneurship
Total Expenses	\$ 65	\$ 35	

Community Investment

The community investment will vary depending on whether the community qualifies for network funding subsidies and the amount of local support they can attract. The community investment could be as low as \$0 annually and as much as the full license/management cost after Creative Adventure Lab's contribution (\$60K startup/\$30K annual). We use \$5K as a goal community investment target.

Network Funder

A Network Funder is any business, organization, or individual that helps communities subsidize the licensing/management cost to make the Innovation Lab become a reality. Some network funders target specific communities, while others have a criteria list for what type of communities they'd like to support. Generally, network funders support communities that align with their unique strategic priorities.

Local Contributions

Any dollars generated within the community to support the Innovation Lab within that community. Examples are local government funds, business sponsorships, local community foundation support, donations, or local grants.

**CREATIVE
ADVENTURE LAB**

PRESENTING PARTNER **DB&T**

INNOVATIONLABDBQ.ORG

Designed in partnership with our creative friends at Gigantic Design Co.

Gigantic.
design.com



Mark Dickson John Deere Dubuque Works / General Manager

IT'S NOT JUST ABOUT TALKING, IT'S ABOUT APPLYING PROCESSES TO FOSTER REAL INNOVATION AND COLLABORATION."



A growing number of forward-thinking companies are utilizing Creative Adventure Lab innovation services to generate and launch new ideas.



INNOVATIVE MEETING SPACE

Being in a creative space brings a new perspective to your work. The right space engages and inspires your team, helping you get more from your time together.

INNOVATIVE MEETING ACTIVITIES

Use a Virtual Reality or LEGO® activity rental to energize a half or full-day meeting. Great as an intro activity or as breakouts throughout the meeting.

bring new perspective
inspire your team
improve performance



STRENGTHEN INNOVATION

practice key skills
incubate new ideas
engage your team



Julie Bauer Alliant Energy Foundation - Executive Director

THE CREATIVE ADVENTURE LAB TEAM IS AMAZING. THEY HELPED US UNLEASH EMPLOYEE INNOVATION, SOLVE KEY CHALLENGES, AND CREATE REAL VALUE."



TEAM INNOVATION CHALLENGES

Help your team practice innovation skills and collaborate in a relaxed, play-based way.

We lead any size team through a series of hands-on challenges over the course of 1-3 hours. This is great as a stand-alone experience or to start/end a meeting.



COMMUNITY INNOVATION CHALLENGES

Strengthen innovation traits among your team through a day-long innovation experience that creates new possibilities for a local non-profit.

Your team of 5-8 will join with a mix of leaders from cutting edge companies, or schedule a private event for a larger team, designed just for you.

move priorities forward
create strategies
overcome barriers

APPLY INNOVATION



Matt Reetz Madison Audubon Society Executive Director



WE WILL DEFINITELY BE INCORPORATING MANY ELEMENTS OF THE INNOVATION PROCESS IN OUR ORGANIZATIONAL DECISION-MAKING. IF YOU'RE LUCKY ENOUGH TO PARTICIPATE IN AN IDEATHON - DO IT."



IDEADASH

Create ideas to move a core priority forward and help your team learn effective ideation techniques.

Over the course of 3-4 hours, we lead your team (12 or more) through a series of rapid ideation sessions around topics you choose.



IDEATHON

Create ideas and develop implementation strategies while practicing key innovation traits.

Over the course of one day, we lead your team (18 or more) in a friendly, competitive innovation experience that results in actionable solutions to topics you choose.



Michael Pullan HODGE | Director of Innovation and Experience

AS A 60-YEAR OLD COMPANY, WE'RE COMMITTED TO BUILDING A CULTURE THAT FOSTERS INNOVATION AND CREATIVITY. THIS PARTNERSHIP WILL HELP US DO JUST THAT."

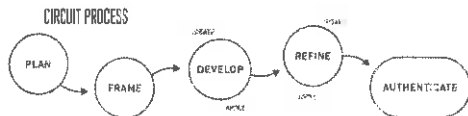


INNOVATIONCIRCUIT

Engage your company in a strategic process that leverages employee innovation.

- 1) Create actionable strategies to push a core priority forward quickly
- 2) Overcome implementation barriers and stalls

Over 3-7 months, this connected series of innovation processes will help your team create new possibilities and initiate a culture of innovation within your company.



THE INNOVATION LAB **PEEK INSIDE**



DEDICATED DESK



FLEX DESK

THE INNOVATION LAB

The Innovation Lab Coworking space is all about providing the right tools to help entrepreneurs, freelancers, and remote workers get things done.

Affordable rates, productive networking events, and a community of resources built to support entrepreneurs.



BLAZING
FAST WIFI



FREE,
FRESH
COFFEE



MEETING
SPACES



NETWORKING
EVENTS



PRIME
LOCATION



AFFORDABLE
PRICES



BREAK
ROOM



ROCK
CLIMBING

City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item: 4
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution to approve standard Residential Tax Abatement related to property located at 509 Locust Court

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Synopsis: Abatement Application filed by Pamalee Sue Goettsh, owner of home located at 509 Locust Court, Monticello, Iowa.

Background Information: This Resolution provides the tax abatement as set out in the Code for Residential properties. The new value added by the improvement, up to \$75,000, is exempt from taxation for five years.

Staff Recommendation: I recommend that the Council approve the proposed Resolution providing for the Standard Tax Abatement as set out above.

The City of Monticello, Iowa

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

RESOLUTION #

**Approving Pamalee Sue Goettsch Tax Abatement Application related to
Residential Improvements constructed at 509 Locust Court, Monticello, Iowa.**

WHEREAS, Monticello has enacted an Urban Revitalization Tax Abatement program and codified same at Chapter 10 of the Monticello Code of Ordinances, and

WHEREAS, Pamalee Sue Goettsch has completed and filed an Application for Tax Abatement related to a home recently constructed at this location, a Residentially zoned property, located at 509 Locust Court, Monticello, Iowa, and

WHEREAS, The City Council has reviewed said Application, and finds that the information submitted therein is consistent with that required by the Monticello Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Pamalee Sue Goettsch as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of July 8, 2019 and being signed Pamalee Sue Goettsch and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

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 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 9-30-2019

 Prior Approval for
Intended Improvements

 Approval of Improvements
Completed

Address of Property: 509 Locust Court

Legal Description: _____

Title Holder or Contract Buyer: Pamela Sue Aultsch

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): 319-480-0686

Existing Property Use: Residential Commercial Industrial Vacant

Proposed Property Use: Residential Commercial Industrial

Nature of Improvements: New Construction Addition General Improvements

Specify _____

Estimated or Actual Date of Completion: 7-8-2019

Estimated or Actual Cost of Improvements: 256,000.00

Tax Exemption Schedule is attached.

Signed: Pamela Aultsch

City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item: 5
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution to approve Release of Developer from obligations set forth within Development Agreement between Highland Corp. LLC and the City of Monticello.

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

Attachments & Enclosures:

Proposed Resolution
Development Agreement

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Synopsis: Development Agreement provided that Developer would be released by the City upon completion of their obligations. This release was requested as it pertains to a specific lot in the development.

Background Information: Highland Corp. agreed to construct improvements in the development in a certain manner as set out in the agreement. The City agreed to release the developer upon satisfaction of their obligations. While we have not, to my knowledge, been asked to release the developer in the past the request seems appropriate. With that said, there are areas of the development not yet fully developed and for that reason the Developer should not be fully released from the Dev. Agreement. The Resolution merely releases the Developer's from any continuing obligations as they pertain to the one lot for which we received this request.

Staff Recommendation: I recommend that the Council approve the proposed Resolution releasing the Developer from obligations set forth within Development Agreement between Highland Corp. LLC and the City of Monticello.

THE CITY OF MONTICELLO, IOWA

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

RESOLUTION #19-__

Resolution to approve Release of Property from Terms of Development Agreement between Highland Corp. LLC and the City of Monticello

WHEREAS, The City of Monticello entered into a Development Agreement with Highland Corp. LLC on or about the 16th day of July, 2003, said agreement placing certain obligations on the Developer, and

WHEREAS, The Developer has met its obligations under the agreement in those areas that have now been final platted and built out with the terms of the Development Agreement continuing to be applicable to areas of the Development that were part of the preliminary plat but have not yet been constructed, and

WHEREAS, A property owner in an area of the Development that has been completed has requested that the Developer be released from any additional obligations set forth within the Development Agreement as it pertains to their property and the Council finds that request to be appropriate

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 7th day of October that the City Administrator is directed to execute a release of the Development Agreement as it pertains to the property described above

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

2004 0090

FILED
RECORDERS OFFICE
JONES COUNTY IOWA

04 JAN -8 PM 1:46

MARIE KRUTZFIELD
RECORDER *46.00 pd*

Prepared By: Joshua A. Smith, 200 East First Street, Monticello, Iowa 52310, (319) 465-6435

DEVELOPER'S AGREEMENT

THIS AGREEMENT, made by and between the City of Monticello, Iowa, a municipal corporation, hereinafter referred to as "City", and Highland Corporation, LLC, an Iowa corporation, hereinafter referred to as "Developer".

SECTION 1. REQUEST FOR PLAT APPROVAL

Developer has requested that the City approve Final Plat 1 for a subdivision, hereinafter referred to as the Northridge Estates.

SECTION 2. CONDITIONS OF PLAT APPROVAL AND RIGHT TO PROCEED

The City agrees to approve Final Plat 1 for the Northridge Estates Subdivision upon the condition that Developer enter into and abide by this Agreement and that all water and sanitary sewer main improvements will be installed within sixty (60) days of the approval of said plat (Please reference Section 13). The Developer will be required to provide security to the City in the form of a Letter of Credit from a FDIC insured lending institution in a minimum amount of \$45,000.00. This Letter of Credit, known as Exhibit "T" and attached hereto, will allow the City to withdraw funds to complete the improvements as noted if the Developer fails to do so in the prescribed amount of time.

Developers further agree that this Agreement shall be a covenant running with the land and shall inure to and be binding on the present and future owners of the property, their successor, and/or assigns (Please reference Section 13).

SECTION 3. SUBDIVISION IMPROVEMENTS

Northridge Estates shall be developed according to the preliminary plat as approved by the Monticello Planning & Zoning Commission and the Monticello City Council. There shall be no variance from the preliminary plat unless approved in writing and signed by the City Administrator and City Engineer.

All improvements and facilities described in this Agreement shall be constructed and installed by the Developer according to the zoning specifications, subdivision

regulations and design standards as set forth within Chapters 165, 166 and 169 of the Monticello Code. The Developer will be responsible to reimburse the city for all inspection charges of the City Engineer incurred as a result of the Engineer's review and inspection of the public improvements, including the review of the Erosion Control Plan, and all other matters related thereto.

Nothing in this Agreement shall be construed to impose a requirement on the City to install the original public improvements at issue herein, nor shall the Developer be deemed to be acting as the City's agent during the original construction and installation of the above-described improvements.

- A. The Developers acknowledge that sidewalks (will be four [4'] feet in width) must be installed on all of the lots within each subdivision lot before an occupancy permit will be approved/issued by the city.
- B. The Developer shall provide for the installation of all electric lines, street lights, natural gas mains, telecommunication lines including cable that are necessary, at the Developer's sole cost. The Developer further agrees that the utilities installed to service the subdivision shall be installed underground and shall be run/extended to the next adjoining property.
- C. The Developer shall provide utility easements as shown on the approved preliminary plat.
- D. The Developer agrees that all future streets, water extensions, sanitary sewer extensions and drainage improvements will be constructed in accordance with the Monticello Code.
- E. The Developer shall install a dry retention basin to handle stormwater from this development. No occupancy permit shall be granted before said dry retention basin has been installed.

SECTION 4. EROSION CONTROL AND GRADING

- A. Erosion Control. Before any utility construction is commenced or building permits issued, the Developer shall design and implement an erosion control plan that shall be reviewed and approved by the City Engineer. All areas disturbed by the excavation and backfilling operations shall be reseeded forthwith after the completion of the work in that area. All seeded areas shall be fertilized, mulched and disc anchored as necessary for seed retention. Any soil/mud/dirt that erodes onto a public street must be cleaned immediately by and/or the expense of developer. The City will clean an erosion mess on public streets at a rate of \$65.00/hour, if requested by the Developer, or if an erosion mess remains for a period of twenty-four (24) hours or longer.

- B. Grading. Within ninety (90) days after the completion of any grading, the Developer shall provide the City with an "as-constructed" grading plan and a certification by a registered land-surveyor or engineer that all retention/detention ponds, and drainage features, if any, have been constructed in accordance to plans presented to the City Engineer.

SECTION 5. PHASED DEVELOPMENT

The Developer will not be allowed to Final Plat any section(s) of the Preliminary Plat until all improvements shown within that section of the Preliminary Plat have been approved or a letter of credit covering the cost of the improvements has been provided to the city.

SECTION 6. MISCELLANEOUS

- A. The Developer represents and states that the plat complies with all city, state and federal laws and regulations, including but not limited to subdivision ordinances, zoning ordinances, design standard ordinances and environmental regulations. The City may, at its option, refuse to allow construction or development work in the subdivision if the Developer fails to comply with the appropriate law or regulation. Upon the City's demand, the Developer, it's agents or assigns, shall cease all work until full compliance with applicable laws/regulations.
- B. Third parties shall have no recourse against the City under this Agreement.
- C. A breach of any term of this Agreement, by the Developer, shall be grounds for the denial of building permits, occupancy permits or other permits, and shall allow the City to pursue any other legal remedy against Developer.
- D. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
- E. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by both parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this Agreement shall not be a waiver or a release of said rights.
- F. The Developer may not assign this Agreement or the obligations imposed by this Agreement without the written permission of the City Council.

- G. The Developer's obligations under this Agreement shall continue in full force and effect in the event of Developer's sale of any portion of the subdivision, the entire platted area or any part thereof.
- H. If building permits are issued prior to the completion and acceptance of public improvements, the Developer assumes all liability for costs, if any, resulting from delays in completion of public improvements and damage to public improvements caused by the City, the Developer, its contractors, subcontractors, material men, employees, agents or third parties.
- I. The Developer shall take out and maintain a public liability and property damage insurance policy covering personal injury, including death, and claims for property damage which may arise out of the Developer's work, or the work of its subcontractor(s), agents or assigns, or by one directly or indirectly employed by any of them.

SECTION 7. ASSESSMENT WAIVER

In the event that Developer, its assigns or successors in interest, should sell or convey lots in said subdivision without having constructed or installed the improvements and facilities as provided in this Agreement, the City shall have the right to install and construct said improvements, facilities and sidewalks. The cost of said improvements, facilities and sidewalks shall be a lien and charge against all of the lots adjacent to and/or in front of the improvements and any lots which may be assessed for improvements under the provisions of Chapter 384 of the Code of Iowa. It is further provided that this requirement to construct said improvements is and shall remain a lien from the date of execution until properly released as hereinafter provided.

The Developer acknowledges and agrees that all lots of the subdivision are specifically benefited by the improvements and facilities, and the cost of such improvements and facilities need not meet the requirements of notice, benefit or value as provided by the laws of the State of Iowa for assessing such improvements and facilities.

SECTION 8. RELEASE

The City agrees that when the improvements and facilities required by this Agreement have been installed to the satisfaction of the City, it will promptly issue a release to the Developer, its assigns or successors in interest, for recording in the Jones County Recorder's Office so that this Agreement will no longer constitute a cloud on the title of the lots in said subdivision.

SECTION 9. LIABILITY

The Developer agrees to be fully obligated to perform as provided herein. The Developer is liable and responsible for each and every obligation agreed upon herein.

Failure of Developer, its employees, agents or assigns, to perform is not a defense for the Developer against any action to be taken by the City.

SECTION 10. AUTHORIZATION TO ENTER PREMISES

Developer grants the City, its agents, employees, officers and contractors, authorization to enter the subdivision area to perform all work and inspections deemed appropriate and necessary by the City in conjunction with this development.

SECTION 11. FEES

The Developer agrees to record this Agreement and to pay all necessary recording and filing fees that accrue as a result of any work that is performed under this Agreement or made necessary as a result of this subdivision project. A copy of this recorded Agreement will be provided to the City.

SECTION 12. WELLS

Any wells will be abandoned in accordance with the Code of Iowa and any corresponding state regulations and/or applicable federal statutes and regulations.

SECTION 13. TIME OF PERFORMANCE

Developer shall install all required public improvements within sixty (60) days from the date of City approval of this Agreement. In the event the Developer fails to install the required public improvements within the above-referenced time, authorization to proceed with the development shall cease, and the Developer shall be required to seek reauthorization and approval of this development. Developer may, however, request an extension of time from the City. If an extension is granted, it may be conditioned upon updating any security posted by the Developer or requiring the Developer to provide security to reflect cost increases and extended completion date. At the city's discretion, it may see to the completion of the public improvements with all costs associated with same being assessed to the adjacent/adjoining properties.

SECTION 14. NOTICES

Required notices to the Developers shall be in writing and shall either be hand delivered to the Developer, its agents or employees, or mailed to the Developers by registered mail at the following address:

Jerome L. Koch
598 6th Ave. SW
Dyersville, Iowa 52040

Joseph N. Oswald
739 North Sycamore

Monticello, Iowa 52310

Notices to the City shall be in writing and shall be mailed to the City by registered mail in care of the City Clerk at the following address:

City Clerk
200 East First Street
Monticello, Iowa 52310-1501

Notices mailed in conformance with this section shall be deemed properly given.

SECTION 15. SUCCESSORS AND ASSIGNS

This Agreement shall be a covenant running with the land and inure to the benefit of and be binding upon the parties, their successors and assigns.

Dated this 16th day of July, 2003.

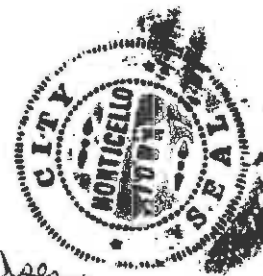
City"

City of Monticello, Iowa

Dena Himes
Dena Himes, Mayor Pro Tem

Attest:

Sally Hinrichsen
Sally Hinrichsen, City Clerk



STATE OF IOWA)
) SS:
COUNTY OF JONES)

On this 8th day of January 2004, before me, the undersigned, a Notary Public in and for said county and state, personally appeared Dena Himes and Sally Hinrichsen, to me personally known, who, being by me duly sworn, did say that they are the Mayor Pro Tem and City Clerk, respectively, of the City of Monticello, Iowa.



Cheryl M. Clark
Notary Public in and for State of Iowa

"Developer"

Jerome L. Koch
Jerome L. Koch, President

Joseph N. Oswald
Joseph N. Oswald, Vice President

STATE OF IOWA)
) SS:
COUNTY OF JONES)

On this 5th day of January 2004, before me, the undersigned, a Notary Public in and for said County and State, personally appeared Jerome L. Koch, to me known to be identical person named in and who executed the within and foregoing instrument, and acknowledged that he executed the same as his voluntary act and deed.



Cheryl M. Clark
Notary Public in and for the State of Iowa

STATE OF IOWA)
) SS:
COUNTY OF JONES)

On this 5th day of January 2004, before me, the undersigned, a Notary Public in and for said County and State, personally appeared Joseph N. Oswald, to me known to be identical person named in and who executed the within and foregoing instrument, and acknowledged that he executed the same as his voluntary act and deed.



Cheryl M. Clark
Notary Public in and for the State of Iowa



CITIZENS STATE BANK

117 WEST FIRST STREET • P.O. BOX 517
MONTICELLO, IOWA 52310
PHONE 319-465-5921 • FAX 319-465-5926
www.citizensstateonline.com

August 4, 2003

IRREVOCABLE STANDBY LETTER OF CREDIT NUMBER: 1301139

Joshua Smith
City of Monticello
200 East 1st
Monticello, IA 52310

Dear Joshua:

We hereby establish in favor of the City of Monticello, our irrevocable Letter of Credit #1301139 and authorize you to draw on us for the account of Highland Corp. up to the aggregate amount of \$45,000.00, available by draft at sight, and accompanied by a signed statement from the City of Monticello that the customer has defaulted on their obligation.

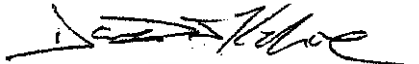
All drafts drawn under this Letter of Credit #1301139 must bear its date and number.

We agree that drafts drawn in compliance with the terms of the Letter of Credit # 1301139 shall be duly honored upon presentation to us at Citizens State Bank, 117 West 1st St., Monticello, Iowa 52310 prior to August 4, 2004.

All fees associated with this credit are for the account of Highland Corp.

This credit is subject to the "Uniform Customs and Practice for Documentary Credits" (1993 Revision), International Chamber of Commerce Publication No. 500.

Sincerely,



David J. Kehoe
Vice President

OFFICES AT -

103 1ST STREET SW
P.O. BOX 10
HOPKINTON, IOWA 52237
PHONE 563-926-2250
FAX 563-926-2419

1218 WEST MAIN STREET
MANCHESTER, IOWA 52057
PHONE 563-927-8019
FAX 563-927-4455

204 MAIN STREET
P.O. BOX 9
RYAN, IOWA 52330
PHONE 563-932-2561
FAX 563-932-2832

102 EAST MISSION
P.O. BOX 4
STRAWBERRY POINT, IOWA 52076
PHONE 563-933-2213
FAX 563-933-6300

101 MADISON STREET
P.O. BOX 10
WINTHROP, IOWA 50682
PHONE 319-935-3364
FAX 319-935-3846

City Council Meeting Prep. Date: 10/03/19 Preparer: Doug Herman		Agenda Item: 6 Agenda Date: 10/07/2019
--	--	---

Communication Page

Agenda Items Description: Resolution to approve City of Monticello Procurement Policy

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

Attachments & Enclosures:

Proposed Resolution
Proposed Procurement Policy

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Synopsis: For various grants, particularly federal grants, the City needs to show evidence of a procurement policy. The resolution would approve a proposed policy, both being attached hereto.

Background Information: Two grants in particular, the Assistance to Firefighter’s Grant and the USDA Community Facilities Grant both require some evidence of a procurement policy. In the past we have generally explained that we merely follow the Iowa Code with regard to competitive quotations and/or competitive bidding, however, having a formal written policy to that affect will streamline the application process and ensure compliance.

Staff Recommendation: I recommend that the Council approve the proposed Resolution approving the City of Monticello Procurement Policy.

THE CITY OF MONTICELLO, IOWA

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

RESOLUTION #19-__

Resolution to approve City of Monticello Procurement Policy

WHEREAS, The City of Monticello has historically followed Iowa Law with regard to competitive quotation and bidding requirements, but has not otherwise had a procurement policy, and

WHEREAS, The City applies for grants from time to time for Federal Funding and in many cases the grants request a copy of the City's Procurement Policy, and

WHEREAS, The Council finds that having a procurement policy will be beneficial when it comes to applying for grants that require proof of same, and that the proposed policy will satisfy those requirements and provide guidance to the City when procuring goods and/or services as part of a federally funded project that requires a specific procurement policy and that the policy as proposed should be approved, recognizing that the policy may require amendment from time to time as federal regulations may dictate.

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 7th day of October that the City Administrator does hereby approve the City of Monticello Procurement Policy.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

**City of Monticello, Iowa
PROCUREMENT POLICY**

The purpose of this procurement policy is to ensure that sound business judgement is utilized in all procurement transactions and that supplies, equipment, construction and services are obtained efficiently and economically and in compliance with applicable federal and state law and executive orders and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

APPLICATION

This policy applies to procurement of all supplies, equipment, construction and services of and for the City of Monticello that include any federal program funding, including but not limited to, those related to the implementation and administration of the Community Development Block Grant (CDBG) award, Assistance to Firefighter's Grant (AFG), the Community Facilities Direct Loan Program and the Community Facilities Grant Program (USDA Rural Development), the Pre- Hazard Mitigation Grant or the Emergency Management Planning Grant (EMPG). In regard to any such federal program, all procurement will be done in accordance with 2 CFR; Part 200. The Iowa Code, and specifically Chapter 26 and Section 331.341 will be followed when applicable.

METHODS OF PROCUREMENT

Procurement under grants shall be made by one of the following methods, as described herein: (a) small purchase procedures; (b) sealed bids (formal advertising); (c) competitive proposals; (d) noncompetitive proposals.

- a. Small purchase procedures are relatively simple and informal procurement methods that are sound and appropriate for the procurement of services, supplies, or other property, costing in aggregate not more than \$100,000 (\$150,000 for federal programs). If small purchase procedures are used for a procurement under a grant, price or rate quotations (minimum of 2) shall be obtained from an adequate number of qualified sources.
- b. Sealed bids (formal advertising): Sealed bids are publicly solicited and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction.
 - i. In order for sealed bidding to be feasible, appropriate conditions must be present, including, at a minimum, the following:
 - The availability of a complete, adequate and realistic specification or purchase description.
 - Two or more responsible bidders are willing and able to meet the required specifications/purchase description.
 - The procurement lends itself to a firm-fixed-price contract, and the selection of the successful bidder can be made principally on the basis of price.

When sealed bids are used for procurement under a grant, there shall be sufficient time allowed for interested parties to prepare a bid prior to the date set for opening bids, bids shall be solicited (publically advertised) from an adequate number of sources, in addition to the following requirements:

- i. The invitation for bids, including specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the invitation for bids
 - ii. All bids shall be opened publicly at the time and place stated in the invitation for bids
 - iii. A firm-fixed contract award shall be made by written notice to the responsible bidder whose bid, conforming to the invitation for bids, is lowest. Where specified in the bidding documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine low bid when prior experience of City indicates that such discounts are generally taken; and
 - iv. Any or all bids may be rejected if there are sound documented business reasons in the best interest of the City to do so.
- c. The competitive proposals bid process is normally conducted with more than one source submitting an offer with either a fixed-price or cost-reimbursement contract being awarded, as appropriate. Competitive proposals are generally used when

conditions are not appropriate for the use of sealed bids. If the competitive proposals method is used for procurement under a grant, the following apply:

- i. Requests for Proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals shall be considered to the maximum extent practical;
 - ii. Requests for Proposals shall be solicited from an adequate number of qualified sources;
 - iii. The City of Monticello shall have a written method for conducting evaluations of the proposals received and for awarding the project.
 - iv. Awards will be made to the responsible offeror whose proposal is deemed to be most advantageous. Unsuccessful offerors will be promptly notified in writing, and
 - v. The City of Monticello may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services where competitor qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in the procurement of A/E professional services. It cannot be used to procure other types of services (e.g., administration professional services) even though A/E firms are a potential source for those types of services.
- d. Procurement by noncompetitive proposal is procurement through solicitation of a proposal from only one source. Circumstances under which a contract may be awarded by noncompetitive proposals are limited to one or more of the following:
- i. The item is available from only a single source;
 - ii. After solicitation of a number of sources, competition is determined inadequate. Time is of the essence and there is not time to pursue competitive solicitation;
 - iii. A public emergency exists. Time is of the essence and there is not time to pursue competitive solicitation;
 - iv. The awarding agency authorizes noncompetitive proposals. (Sole source procurement for supplies, equipment, construction and services values at \$25,000 or more must have prior approval of the awarding agency).

The City of Monticello will take affirmative steps to assure, to the greatest extent possible, that contracts are awarded to qualified small and minority firms, women's business enterprises and labor surplus area firms whenever reasonably possible. These affirmative steps include:

- i. Assuring small and minority businesses and women's enterprises are solicited whenever they are potential sources.
- ii. Dividing total requirements, whenever economically feasible into smaller tasks or quantities to permit maximum participation by small and minority business enterprises.
- iii. Establishing delivery schedules where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises.
- iv. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- v. Requiring the prime contractor, if subcontractors are to be let, to take the affirmative steps listed in paragraphs "i" through "iv" above.

Contract Pricing

- a. The cost plus a percentage of construction cost method shall not be used.
- b. The City of Monticello shall perform some form of cost/price analysis for every procurement action including modifications, amendments of change orders. The City of Monticello shall make an independent estimate prior to receiving a proposal.
- c. City of Monticello shall negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. In determining a fair and reasonable profit, the City of Monticello Fire Department must consider the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its records of past performance and the industry profit rates in the surrounding geographical area.

DEBARMENT AND SUSPENSION

No contract shall be made to parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Non-Procurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension." Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding its exclusion status and that of its principal employees.

CONTRACT PROVISIONS

The City of Monticello shall include, in addition to provisions that create a sound and complete agreement, the following provisions in all contracts. The following provisions shall also be applied to subcontracts. Contracts in excess of the Simplified Acquisition Threshold shall contain contractual provisions or conditions that allow for administrative, contractual, or legal remedies, and/or remedial actions when deemed appropriate, in instances where a contractor violates or breaches the contract terms.

All contracts in excess of the Simplified Acquisition Threshold shall contain suitable provisions for termination by the City, including the manner by which termination shall be effected and the basis for settlement. In addition, such contracts shall describe conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated because of circumstances beyond the control of the contractor.

For contracts dealing with construction or facility improvements the City shall comply with all requirements imposed by its funding sources (and the government regulations applicable to those funding sources) with regard to construction bid guarantees, performance bonds, and payment bonds.

All negotiated contracts (except those for less than the Simplified Acquisition Threshold) awarded by the City shall include a provision to the effect that the City shall have access to any books, documents, papers and records of the contractor which are directly pertinent to a specific program for the purpose of making audits, examinations, excerpts and transcriptions.

All contracts, including small purchases, awarded by the City and their contractors shall contain the following procurement provisions as applicable.

Equal Employment Opportunity - All contracts, when funded in whole or part by monies derived from the Federal government (either directly or indirectly), shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Copeland "Anti-Kickback" Act (18 U.S.C. 874 and 40 U.S.C. 276c) - All contracts in excess of \$2000 for construction or repair, when funded in whole or part by monies derived from the Federal government (either directly or indirectly) shall include a provision for compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented by Department of Labor regulations (29 CFR part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or Subrecipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.

Davis-Bacon Act, as amended (40 U.S.C. 276a to a-7) - **When required by Federal program legislation**, all construction contracts awarded by the recipients and Subrecipient of more than \$2000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction"). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.

Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333) - All contracts in excess of \$2000 for construction contracts and in excess of \$2500 for other contracts that involve the employment of mechanics or laborers, when funded in whole or part by monies derived from the Federal government (either directly or indirectly), shall include a provision for compliance with Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), as supplemented by Department of Labor regulations (29 CFR part 5).

Rights to Inventions Made Under a Contract or Agreement - Contracts or agreements for the performance of experimental, developmental, or research work, when funded in whole or part by monies derived from the Federal government (either directly or indirectly), shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended - Contracts and sub grants of amounts in excess of \$150,000, **when funded in whole or part by monies derived from the Federal government** (either directly or indirectly), shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contacts for an amount above \$100,000, **when funded in whole or part by monies derived from the Federal government** (either directly or indirectly), shall include a certification by the contracting parties that they have not and will not use Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352 and to further require disclosure of any lobbying with non-Federal funds that takes place in connection with obtaining any Federal or State Grants.

This Policy was considered and approved by Monticello City Council Resolution No. 19-____ on October 7, 2019

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item: # 7
Agenda Date: 10/07/19

Communication Page

Agenda Items Description: Resolution approving Pay Request #6 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$508,139.13

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

Attachments & Enclosures:

Resolution

Engineer Recommendation with Pay Request

Fiscal Impact:

Budget Line Item:

N. Syc. Capital Project

Budget Summary:

N. Syc. Street

Expenditure:

\$508,139.13

Revenue:

Synopsis: Approval of Horsfield Construction, Inc. Pay Request #6 related to N. Sycamore Street Reconstruction Project.

Background Information: Horsfield Construction submits its' 6th pay request in the amount of \$508,139.13 The Pay Request has been reviewed and recommended for approval by the City Engineer.

After approval of this payment the City will be maintaining a retainer totaling \$ \$90,092.01, 5% of the earned amount.

Recommendation: I recommend that the Council approve the proposed Resolution approving the 6th pay request in the amount of \$508,139.13

The City of Monticello, Iowa

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

RESOLUTION #19-

Approving Pay Request #6 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$508,139.13

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 6th pay request from Horsfield related to said project and recommends that it be paid in the amount of \$508,139.13, same reflecting the maintenance of a 5% retainer, on this and prior payments, in the amount of \$508,139.13, 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 #6 from Horsfield Construction and authorizes payment in the amount of \$508,139.13.

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 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk



October 3, 2019

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

RE: Pay Request #6
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 #6 from Horsfield Construction, Inc. for the project referenced above. We have reviewed the pay request and find it in agreement with the work completed to date. We, therefore, recommend approval of Pay Request #6 for this project in the amount of **\$508,139.13** to Horsfield Construction, Inc.

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.J. Barry, P.E.
Civil Engineer

Enclosure: Pay Request #6

cc: Cody Lawler, Horsfield Construction, Inc.

APPLICATION FOR PARTIAL PAYMENT NO. 6

PROJECT: 2019 North Sycamore Street Reconstruction

S&A PROJECT NO.: 118.0554.08

OWNER: City of Monticello
CONTRACTOR: Horsfield Construction, Inc.
ADDRESS: 505 E Main Street
Epworth, IA 52045
DATE: 10/3/2019

PAYMENT PERIOD: 8/24/2019
to 9/27/2019

1. CONTRACT SUMMARY:

Original Contract Amount:	<u>\$ 1,951,187.70</u>
Net Change by Change Order:	<u>\$ 69,639.48</u>
Contract Amount to Date:	<u>\$ 2,020,827.18</u>

CONTRACT PERIOD

Completion Date: November 21, 2019

Days between Start Date and
Completion Date: 227

2. WORK SUMMARY:

Total Work Performed to Date:	<u>\$ 1,801,840.23</u>
Retainage: 5%	<u>\$90,092.01</u>
Total Earned Less Retainage:	<u>\$ 1,711,748.22</u>
Less Previous Applications for Payment:	<u>\$ 1,203,609.09</u>
AMOUNT DUE THIS APPLICATION:	<u>\$ 508,139.13</u>

Added by Change Order: 0

Total Time: 227

Time Used to Date: 172

Time Remaining: 55

Percentage of Time Used: 76%

Percentage of Work Performed: 89%

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 all liens, claims, security interests, and encumbrances

Horsfield Construction, Inc.
CONTRACTOR

By _____ DATE: _____
Cody Lawler

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By _____ DATE: _____
A.J. Barry, P.E.

5. OWNER'S APPROVAL

City of Monticello
OWNER

By _____ DATE: _____
Brian Wolken, Mayor

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	1.00		\$ 15,000.00
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	5,282.00		45,425.20
4.	2010-108-G-0	SUBGRADE PREPARATION	15,073	SY	\$ 1.00	15,073.00	12,500.00		12,500.00
5.	2010-108-H-0	SUBGRADE TREATMENT, GEOGRID	15,073	SY	\$ 4.75	71,596.75	15,633.00		74,256.75
6.	2010-108-I-0	SUBBASE, 12" MODIFIED	15,073	SY	\$ 8.10	122,091.30	15,073.00		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	1.00		3,500.00
9.	2010-108-M-0	SAMPLING AND TESTING FOR PETROLEUM CONTAMINATION (REMEDATION)	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	815.00		28,728.75
13.	3010-108-F-0	TRENCH COMPACTION TESTING	1	LS	\$ 3,500.00	3,500.00	1.00		3,500.00
14.	4010-108-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR 26, 8"	1,550	LF	\$ 38.00	58,900.00	1,673.00		63,574.00
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	20.00		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	1,137.00		56,850.00
18.	4010-108-E-0	SANITARY SEWER SERVICE STUB, PVC SDR 23.5, 4"	1,881	LF	\$ 45.25	85,115.25	2,131.00		96,427.75
19.	4010-108-H-0	REMOVAL OF SANITARY SEWER, ALL TYPES AND SIZES	2,439	LF	\$ 1.00	2,439.00	4,566.00		4,566.00
20.	4010-108-K-2	SANITARY SEWER ABANDONMENT, FILL AND PLUG	242	LF	\$ 12.00	2,904.00	340.00		4,080.00
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	314.00		18,840.00
23.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 18"	550	LF	\$ 50.50	27,775.00	550.00		27,775.00
24.	4020-108-A-1	STORM SEWER, TRENCHED, RCP, 24"	98	LF	\$ 73.00	7,154.00	98.00		7,154.00
25.	4020-108-C-0	REMOVAL OF STORM SEWER, ALL TYPES AND SIZES	57	LF	\$ 10.00	570.00	57.00		570.00
26.	4040-108-A-0	SUBDRAIN, TYPE 1, (SMOOTH INTERIOR), 6"	5,783	LF	\$ 9.00	52,047.00	6,395.00		57,555.00
27.	4040-108-A-0	SUBDRAIN, TYPE 1, (SMOOTH INTERIOR), 8" UNSLOTTED	488	LF	\$ 13.50	6,588.00	488.00		6,588.00
28.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-1, 6"	5	EA	\$ 600.00	3,000.00	4.00		2,400.00
29.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-2, 6"	25	EA	\$ 500.00	12,500.00	20.00		10,000.00
30.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE A-2, 8"	3	EA	\$ 650.00	1,950.00	3.00		1,950.00
31.	4040-108-C-0	SUBDRAIN CLEANOUT, TYPE B, 24"	1	EA	\$ 1,375.00	1,375.00	1.00		1,375.00
32.	4040-108-D-0	SUBDRAIN OUTLETS AND CONNECTIONS, 6"	13	EA	\$ 367.00	4,771.00	13.00		4,771.00
33.	4040-108-D-0	SUBDRAIN OUTLETS AND CONNECTIONS, 8"	1	EA	\$ 600.00	600.00	1.00		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	1,076.00		12,696.80
39.	5010-108-D-0	WATER SERVICE STUB, TYPE K COPPER, 1", SHORT SIDE (approx. 7ft)	34	EA	\$ 1,000.00	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	34.00		61,200.00
41.	5010-108-F-1	WATER MAIN ABANDONMENT	3,099	LF	\$ 8.00	24,792.00	3,099.00		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	3.00		1,500.00
47.	6010-108-A-0	MANHOLE, SW-301, 48"	11	EA	\$ 4,750.00	52,250.00	11.00		52,250.00
48.	6010-108-B-0	INTAKE, SW-505	6	EA	\$ 3,100.00	18,600.00	3.00		9,300.00
49.	6010-108-B-0	INTAKE, SW-506	2	EA	\$ 4,800.00	9,600.00	1.00		4,800.00
50.	6010-108-C-0	DROP CONNECTION, SW-307	2	EA	\$ 2,425.00	4,850.00	1.00		2,425.00
51.	6010-108-H-0	REMOVE MANHOLE	9	EA	\$ 500.00	4,500.00	9.00		4,500.00
52.	6010-108-I-0	REMOVE INTAKE	2	EA	\$ 500.00	1,000.00	2.00		1,000.00
53.	7010-108-A-0	PAVEMENT, PCC, 7"	13,499	SY	\$ 30.00	404,970.00	12,730.00		381,900.00
54.	7010-108-A-0	PAVEMENT, PCC, 10"	64	SY	\$ 60.00	3,840.00	64.00		3,840.00
55.	7010-108-E-0	CURB AND GUTTER, 2.5', 7"	285	LF	\$ 25.00	7,125.00	165.00		4,125.00
56.	7010-108-E-0	CURB AND GUTTER, 11.5', 7"	70	LF	\$ 67.00	4,690.00	70.00		4,690.00
57.	7010-108-E-0	CURB AND GUTTER, 12.0', 7"	17	LF	\$ 90.00	1,530.00	17.00		1,530.00
58.	7030-108-A-0	REMOVAL OF SIDEWALK	2,954	SY	\$ 6.50	19,201.00	2,954.00		19,201.00
59.	7030-108-A-0	REMOVAL OF DRIVEWAY	1,371	SY	\$ 9.00	12,339.00	1,371.00		12,339.00
60.	7030-108-E-0	SIDEWALK, PCC, 4"	2,688	SY	\$ 32.00	86,016.00	500.00		16,000.00

61.	7030-108-E-0	SIDEWALK, PCC, 6"	333	SY	\$ 43.00	14,319.00	64.00		2,752.00
62.	7030-108-G-0	DETECTABLE WARNING, CAST IRON	405	SF	\$ 39.00	15,795.00	88.00		3,432.00
63.	7030-108-H-1	DRIVEWAY, PAVED, PCC, 5"	1,619	SY	\$ 37.00	59,903.00	1,303.00		48,211.00
64.	7030-108-H-2	DRIVEWAY, GRANULAR	720	SY	\$ 7.00	5,040.00			-
65.	7040-103-H-0	PAVEMENT REMOVAL	14,233	SY	\$ 2.80	39,852.40	14,233.00		39,852.40
66.	7060-103-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.	8030-105-A-0	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 7,000.00	7,000.00	0.90		6,300.00
69.	8940-103-A-0	SIGN PANELS	82	SF	\$ 28.00	2,296.00			-
70.	8940-103-B-0	SIGN POSTS	250	LF	\$ 18.00	4,500.00	60.00		1,080.00
71.	9010-105-B-0	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 4)	2	AC	\$ 3,750.00	7,500.00			-
72.	9040-103-A-2	SWPPP MANAGEMENT	1	LS	\$ 2,000.00	2,000.00			-
73.	9040-103-D-1	FILTER SOCK, 8"	100	LF	\$ 10.00	1,000.00			-
74.	9040-103-D-2	FILTER SOCK, REMOVAL	100	LF	\$ 2.50	250.00			-
75.	9040-103-T-1	INLET PROTECTION DEVICE	13	EA	\$ 195.00	2,535.00			-
76.	9040-103-T-2	INLET PROTECTION DEVICE, MAINTENANCE	13	EA	\$ 50.00	650.00			-
77.	9072-103-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	0.90		36,000.00
79.	11030-108-A-0	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 500.00	500.00	0.90		450.00
80.	11030-108-B-0	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 1,000.00	1,000.00	0.90		900.00
81.	11050-108-A-0	CONCRETE WASHOUT	1	LS	\$ 1,000.00	1,000.00	1.00		1,000.00
82.	11065-108-A-0	REMOVAL OF WINDOW WELLS	6	EA	\$ 595.00	3,570.00	6.00		3,570.00
83.	11070-108-I-0	BOX CULVERT PATCHING	2	EA	\$ 1,400.00	2,800.00	2.00		2,800.00
84.	11075-108-A-0	CONNECTION INTO BOX CULVERT	4	EA	\$ 640.00	2,560.00	4.00		2,560.00
85.	11085-108-G-0	LIME BACKFILL	3,354	CY	\$ 11.50	38,571.00	6,319.20		72,670.80
86.	7030-108-H-2	TEMPORARY GRANULAR	30	TON	\$ 22.00	660.00	166.00		3,652.00
87A.	5010-108-A-1	WATER MAIN, TRENCHED, PVC AWWA C900, 8" - BID ALTERNATE	156	LF	\$ 36.00	5,616.00	205.00		7,380.00
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	1.00		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	3.00		5,400.00
91A.	5010-108-F-1	WATER MAIN ABANDONMENT - BID ALTERNATE	136	LF	\$ 8.00	1,088.00	136.00		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			\$ 1,751,212.75
STORED MATERIALS SUMMARY:									
5.	2010-108-H-0	SUBGRADE TREATMENT, GEOGRID	1	LS	\$ 63,412.50	63,412.50	0.00		-
						TOTAL STORED MATERIALS = \$ 63,412.50			\$ -
CHANGE ORDER SUMMARY:									
95A.	11080-108-A-0	CO1 - LIGHTING - BID ALTERNATE	1	LS	\$ 47,530.00	\$ 47,530.00	0.60	1	28,518.00
CO2.1		CO2 - STAIRWAY WORK	1	LS	\$ 2,070.00	\$ 2,070.00	1.00	2	2,070.00
CO2.2		CO2 - FERNCO COUPLER	2	EA	\$ 121.69	\$ 243.38	2.00	2	243.38
CO3.1		CO3 - 1ST STREET WATER MAIN WORK	1	LS	\$ 5,725.81	\$ 5,725.81	1.00	3	5,725.81
CO3.2		CO3 - 4" WATER SERVICE TO 302 N. SYCAMORE	1	LS	\$ 4,222.50	\$ 4,222.50	1.00	3	4,222.50
CO3.3		CO3 - FERNCO COUPLER	1	EA	\$ 121.69	\$ 121.69	1.00	3	121.69
CO3.4		CO3 - BOX CULVERT FLOODED BACKFILL	1	LS	\$ 1,750.00	\$ 1,750.00	1.00	3	1,750.00
CO3.5		CO3 - 2" WATER SERVICE TO 234 N. SYCAMORE	1	LS	\$ 3,000.00	\$ 3,000.00	1.00	3	3,000.00
CO3.6		CO3 - 6" SANITARY SERVICE TO 234 N. SYCAMORE	1	LS	\$ 256.10	\$ 256.10	1.00	3	256.10
CO4.1		CO4 - FUEL TANK REMOVAL AT 120 N. SYCAMORE	1	LS	\$ 4,720.00	\$ 4,720.00	1.00	4	4,720.00
						TOTAL CHANGE ORDERS = \$ 69,639.48			\$ 50,627.48
						TOTAL CONTRACT			
						& CHANGE ORDERS \$2,020,827.18			\$ 1,801,840.23

City Council Meeting
Prep. Date: 10/04/2019
Preparer: Doug Herman



Agenda Item: 8
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution to approve cost share payment to Laird Enterprises consistent with previously approved Storm Water Cost Share Agreement.

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

Attachments & Enclosures:

Resolution
Invoice from Laird Enterprises

Fiscal Impact:

Budget Line Item:	
Budget Summary:	Storm Water
Expenditure:	\$14,586.14
Revenue:	

Synopsis: Council previously approved Cost Share with regard to Storm Water project on Unity Point property, said property owned by Laird Enterprises.

Background Information: The clinic has over the years experienced regular water problems related to a drainageway behind their clinic. Much of the water comes under Hwy. 38/Oak Street and flows to Kitty Creek. The project proposed by Doug Laird and agreed to by the City to deal with this problem has been completed and has worked well in recent rain events. Laird has submitted an invoice to the City in the amount of \$14,586.14, below the not to exceed sum of \$15,000.

You can see the work if you look behind the clinic from Highway 38.

Staff Recommendation: I recommend that the Council approve payment of the previously approved Cost Share in the amount of \$14,586.14

The City of Monticello, Iowa

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

RESOLUTION #19-__

Resolution Approving cost share payment to Laird Enterprises consistent with previously approved Storm Water Cost Share Agreement

WHEREAS, The City Code of Ordinances provides that a Cost Share is available for eligible storm water improvement projects, and

WHEREAS, The Council previously approved a Cost Share Agreement with Doug Laird, owner of the Unity Point Clinic, in the amount of 50% of the storm water project costs or \$15,000, whichever was less, and

WHEREAS, Doug Laird has presented an invoice with supporting documentation and requests reimbursement of \$14,586.14, consistent with the agreement, and

WHEREAS, City staff has viewed the improvements and finds them to be substantially consistent with the engineered plans previously presented to the City Council, and

WHEREAS, The Council finds that payment to Laird Enterprises, consistent with Resolution #19-79, in the amount of \$14,586.14 should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve payment to Laird Enterprises in the amount of \$14,586.14, consistent with previously approved Resolution #19-79 and the Storm Water Cost Share Agreement between Laird and the City.

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 7th Day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

LAIRD ENTERPRISES, LC
8800 Rolling Rd
Toddville, IA 52341
319-360-8578

INVOICE

DATE: 12-Sep-19

PROJECT: UnityPoint Clinic, 740 E Oak St., Monticello
Drainage Ditch Improvements

BILL TO: City of Monticello
Attention: Doug Herman, City Administrator
Monticello City Hall
200 East First Street
Monticello, IA 52310

Drainage Ditch Total Costs	\$29,172.28	
See Detail Attached		
50% Cost Sharing	<u>50%</u>	
TOTAL:	Not to Exceed \$15,000	\$14,586.14
LESS PREVIOUSLY PAID/INVOICED:		<u>\$0.00</u>
CURRENT PAYMENT DUE by 10/10/2019		\$14,586.14

PLEASE SEND CHECK PAYABLE TO LAIRD ENTERPRISES, LC, TO:

Attention: Doug Laird
8800 Rolling Rd
Toddville, IA 52341

LAIRD ENTERPRISES LC

8800 Rolling Rd., Toddville, IA 52341
MONTICELLO CAPITAL IMPROVEMENTS, DRAINAGE ISSUES 2019
 UnityPoint Clinic, 740 E Oak St, Monticello

INVOICE

AMT/ PD

TO DATE DATE PD

VENDOR	DATE	INV #	WORK DONE	AMT/ PD	DATE PD
Gleason Electr	6/12/2019	2172A	Locating secondary conduit and locating high voltage line.	\$920.00	6/28/2019
	6/26/2019	2216A	PVC & materials, & labor	\$3,009.71	7/12/19, Billpay

Accent Constr	7/23/2019	523416	Grading, excavation, concrete, rock	\$13,557.00	Pd 7/29/19, Farmers State Bank
Accent Constr	9/10/2019	539058	Drainage Ditch Repair, Final	\$875.00	9/12/19

Alliant	7/11/2019	Acct #71531670000	Electrical, realignment of high voltage	\$4,671.78	Pd 7/29/19 Farmers State Bank
---------	-----------	-------------------	---	------------	-------------------------------

Hall & Hall Engr	3/31/2019		Topo Survey	\$1,258.99	4/22/2019, ck 6369
	4/30/2019	114386	Topo Survey; Grading Design	\$2,805.00	5/24/19, ck#6382
	5/31/2019	114481	Grading Design; Storm Sewer Impr	\$2,074.80	6/28/19, ck #6393

TOTAL

\$29,172.28

City Council Meeting Prep. Date: 10/04/19 Preparer: Doug Herman		Agenda Item: # 9 Agenda Date: 10/07/19
--	--	---

Communication Page

Agenda Items Description: Resolution to approve Supplemental Agreement between the City of Monticello and Snyder & Associates Re: 7th Street Reconstruction Project.

Type of Action Requested: Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session												
Attachments & Enclosures: <table border="1" style="width: 100%;"> <tr><td>Resolution</td></tr> <tr><td>Supplemental Agreement</td></tr> <tr><td> </td></tr> </table>	Resolution	Supplemental Agreement		Fiscal Impact: <table border="1" style="width: 100%;"> <tr><td>Budget Line Item:</td><td> </td></tr> <tr><td>Budget Summary:</td><td> </td></tr> <tr><td>Expenditure:</td><td> </td></tr> <tr><td>Revenue:</td><td> </td></tr> </table>	Budget Line Item:		Budget Summary:		Expenditure:		Revenue:	
Resolution												
Supplemental Agreement												
Budget Line Item:												
Budget Summary:												
Expenditure:												
Revenue:												

Synopsis: Supplemental Agreement to set out tasks, and fees related thereto, for Snyder & Associates to finish design work and oversee contracting and bidding of 7th Street Reconstruction between N. Cedar and N. Maple Street.

Background Information: The work to be performed by Snyder for the lump sum of \$24,888 includes final design work, advertising and contracting with construction observation to be charged hourly. As you are aware, a good stretch of 7th Street between Maple and Cedar has been reconstructed as part of the Sycamore Street project with the work proposed to be completed next spring to include those portions of 7th Street that were not reconstructed as part of the N. Sycamore Street project. Efforts were made to add the work to the N. Sycamore Street project but we did not receive voluntary assessment agreements from all property owners on 7th Street and it became apparent that timing may run short with significant work required within the intersection of 7th and Cedar as well.

It is believed that most, if not all, of the costs of the 7th Street project will be covered with Bond proceeds that were not used on the N. Sycamore Street project with some potential supplement from the Road Use Funds.

Recommendation: I recommend that the Council consider the approval of the proposed Supplemental Agreement.

THE CITY OF MONTICELLO, IOWA

RESOLUTION #19-__

Resolution to approve Supplemental Agreement between the City of Monticello and Snyder & Associates Re: 7th Street Reconstruction Project

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

WHEREAS, The City Council has determined it appropriate to proceed with the reconstruction of those portions of 7th Street between N. Cedar Street and N. Maple Street not already reconstructed as part of the N. Sycamore Street project, and

WHEREAS, The Council previously retained the City Engineer, Snyder & Associates, to begin the preparation of plans and specs related to the reconstruction of this stretch of 7th Street, the Council at that time contemplating the addition of said work to the N. Sycamore Street project, and

WHEREAS, For various reasons it made more sense to treat the balance of the 7th Street work as a stand-alone project, with work to be completed in the Spring of 2020, and

WHEREAS, The City Engineer has proposed a Supplemental Agreement to the N. Sycamore Street Reconstruction agreement to describe the services and fees that would be provided and assessed for their efforts moving forward through final planning and design, bidding, and advertising of the 7th Street Reconstruction project, those services to include: Design Services, Advertising Services, Construction Services, and miscellaneous services related thereto, with basic engineering services, not including Construction Observation Services which would be billed on an hourly basis, to be a lump sum of \$24,888.

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 7th day of October, 2019, that the proposed Supplemental Agreement for Additional Services #2, between the City of Monticello and Snyder & Associates related to the 2020 Maple Street Reconstruction Project is hereby approved.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

SUPPLEMENTAL AGREEMENT FOR ADDITIONAL SERVICES # 2

To: **Snyder & Associates, Inc.**
5005 Bowling Street, SW, Suite A
Cedar Rapids, IA 52404

Attn: Patrick Schwickerath, P.E.
Phone: 319.362.9394
Fax: 319.362.9448

This is authorization for Snyder & Associates, Inc. to proceed with the following described additional services.

Client: City of Monticello	
Project Name: North Sycamore Reconstruction	
S&A Project Number: 118.0554.08	Original Agreement Date: 06/04/2018

DESCRIPTION OF ADDITIONAL SERVICES:

This supplemental agreement is to authorize Snyder & Associates, Inc. to complete the Basic Engineering Services for the E 7th Street Reconstruction included with the attached Exhibit B.

- Lump Sum in the amount of: \$
- Hourly plus expenses per original agreement or attached fee schedule, estimated budget: \$
- Document attached: Scope of Services City of Monticello E. 7th Street Reconstruction Exhibit "B"

The undersigned, on behalf of the Client, understands and agrees that the services described in this Supplemental are additional services, scope of which is not contained within the original scope of services defined in the original agreement. The Additional Services in this Supplemental are subject to the general conditions contained in the original Professional Services Agreement.

_____ (Type or Print Name above line)	(Client) SNYDER & ASSOCIATES, INC. (Professional)
By: _____ (Authorized Agent)	By: <u><i>Lindsay Beaman</i></u> (Authorized Agent)
_____ (Printed or typed signature)	<u>Lindsay Beaman, P.E.</u> (Printed or typed signature)
Date: _____	Date: <u>10/03/2019</u>

Route executed to:

**SCOPE OF SERVICES
CITY OF MONTICELLO
E. 7th STREET RECONSTRUCTION
EXHIBIT "B"**

I. GENERAL

This Scope of Engineering Services outlines the items required to reconstruct the street and infrastructure within the project limits for E. 7th Street from the intersection with North Cedar Street east to the intersection with North Maple Street excluding the portion of the street reconstructed in 2019 (reference the general area outlined on the aerial image below).

The project is to generally include the reconstruction of street pavement, sidewalks, water main, storm sewer and sanitary sewer for E. 7th Street within the limits described above. This will include general coordination with the DOT for reconstruction and the associated detouring of the E. 7th and N. Cedar Street intersections. New utilities are to be installed beneath the reconstructed pavement and connect into existing adjacent infrastructure. Subdrain adjacent to the new street is to be included along with connections/outlets to nearby storm sewer. Overhead utilities are to remain. Design efforts should minimize relocations as practical. The general project limits are shown below.



II. SCOPE OF WORK

A. GENERAL

The Engineer shall provide Basic Services, Construction Services and Additional Services as required for the development, design and construction of the above project as follows:

B. BASIC ENGINEERING SERVICES

The Engineer will provide the basic services as follows:

1. DESIGN SERVICES

- a. Design Survey – The Engineer shall perform the necessary design surveys within the project limits including location and elevation of existing surface features from right-of-way to right-of-way along the E. 7th Street project limits, where possible, underground utilities from existing records and field locates by the utility companies as made available.
- b. Preliminary Design Concept – The Engineer shall prepare a preliminary design concept which shall include the general pavement reconstruction limits, a proposed street profile, a drainage plan (without elevation data), identification of utility conflicts, tree removals and any proposed rehabilitation limits. The design concept shall be submitted to the City with a memo and associated exhibits for their review and general approval. The design concept shall be used for subsequent project design. Modifications to these design parameters by the City may result in additional design services which would need to be approved by the City and invoiced as an Other Service as described below.
- c. Assessment Documentation – The Engineer shall prepare the preliminary Assessment documents for the reconstruction of the E. 7th Street within the limits described above. The assessment documents should include the assessment plat and schedule.
- d. Plans, Specifications and Contract Documents – The Engineer shall complete the design for the reconstruction project detailed herein, plans, specifications (generally conforming to the 2019 Iowa Statewide Urban Design and Specifications – SUDAS) and contract documents for the project and shall furnish copies of these documents to the City for review and approval. The comments and review recommendations will then be incorporated into the final plans and specifications. Coordination with franchise utilities regarding conflicts, potential relocation and decorative street lighting shall be included. The following design elements will be included in the preparation of the plan set:
 - Quantity estimate and general notes
 - Construction details
 - Plan and profile sheets including reconstruction and drainage limits
 - Inclusion of subgrade stabilization with geogrid (a geotechnical analysis is not included)
 - Intersection detail plan including drainage and pedestrian ramp design
 - Sanitary sewer plan and profile including service and manhole replacements
 - Water main plan and profile including service, valve and hydrant replacements
 - Surface storm water drainage design including intersection analysis. Design is to include subdrain and connection of it to nearby or adjacent storm sewer systems.
 - Construction details including manhole, fire hydrant, utility services, utility backfill specifications, fixture adjustments and special utility accesses
 - Traffic control and staging plan
 - Removal plan
 - Utility relocation plans and/or coordination requirements
 - Construction staging
- e. Permit Applications – The Engineer shall prepare DNR sewer and water construction permit applications along with a DOT work in right-of-way permit applications and coordinate the submittal and permitting process with the City.

- f. Opinion of Probable Costs – The Engineer shall prepare an opinion of probable construction costs during the completion of the final design for the project based upon the design developed. Opinions of probable costs prepared by the Engineer represent the best judgments as a design professional familiar with the construction industry. The Engineer does not guarantee that the actual costs will not vary from the cost opinion prepared by the Engineer.
- g. The Engineer shall provide periodic updates in a form that could be provided to the City Council. The Engineer will be in attendance periodically at City Council meetings to answer questions related to the progress and schedule of the project.

2. ADVERTISING SERVICES

Upon receipt of authorization by the City to proceed the Engineer shall perform the following services for the project:

- a. Preparation of Construction Contract Documents – The Engineer shall assist legal counsel of the City in the preparation of the construction contract documents.
- b. Advertising – The Engineer shall notify Contractors, distribute plan sets, answer questions from potential contractors, subcontractors and suppliers, determine need of and issue addenda (as necessary) and coordinate with City staff during this phase of services.
- c. Bidding – The Engineer shall attend the meeting at which bids are received, shall tabulate the bids and make recommendations to the City Council, in writing, regarding the awarding of the construction contract.

C. CONSTRUCTION SERVICES

1. CONSTRUCTION ADMINISTRATION

- a. Preconstruction Conference – The Engineer shall arrange and conduct a preconstruction conference with the Contractor and City to review the contract requirements, details of construction, utility conflicts and work schedule prior to construction.
- b. Contractor Payment Requests - The Engineer shall review the requests of the contractor for progress payments and shall approve a request, based on site observations, which recommends payments and is a declaration that the contractor's work has progressed to the point indicated.
- c. Notification of Nonconformance - The Engineer shall notify the City of any known work which does not generally conform to the construction contract, make recommendations to the City for the correction of nonconforming work and, at the request of the City, see that these recommendations are implemented by the contractor.
- d. Shop Drawings - The Engineer shall review shop drawings and other submissions of the Contractor for general compliance with the construction contract.
- e. Change Orders - The Engineer shall negotiate and prepare change orders for approval by the City.

- f. Substantially Complete and Final Site Observation - The Engineer shall perform a site observation to determine if the project is substantially complete according to the plans and specifications and make a recommendation on final payment. This shall include the development of a punch list of items to be completed by the contractor for completion along with subsequent site review and correspondence.
- g. If the Contractor exceeds the estimated calendar days in completing construction of the project, or if change orders or project additions require additional calendar days, the Engineer will be compensated for any additional administration, construction observation and staking services when authorized by the City.
- h. Final Acceptance - It is understood that the City will accept any portion of a project only after recommendation by the Engineer. Final acceptance of a project by the City shall not release the Contractor from responsibility that the work is free of defects in materials and workmanship.
- i. Assessment Documentation – The Engineer shall prepare the Final Assessment documents for the reconstruction of the N. Sycamore Street within the limits described above. The assessment documents should include the assessment plat and schedule.

2. CONSTRUCTION STAKING

The Engineer shall be responsible for providing construction staking for the project. The construction documents will contain a provision that the Engineer will provide one set of stakes for each construction operation of the project. Any staking that is destroyed due to construction will be replaced at the Contractor's expense.

3. CONSTRUCTION OBSERVATION

The Engineer will provide periodic site observation for the project during the Construction Phase. The time spent on site is dependent upon the contractor's schedule, rate of progress, and type of work. It is estimated that observation services will be provided on a full time basis during the paving operations and half time during utility installation and site grading. If a contractor requests a waiver of any provisions of the plans and specifications, the Engineer will make a recommendation to the City on the request. The Engineer will give guidance to the project during the construction period, including the following:

- a. Observation of the work for general compliance with plans and specifications.
- b. Keep a record or log of Contractor's activities throughout construction, including notation on the nature and cost of any extra work or changes ordered during construction.
- c. Resident Construction Services provide the Owner with representation at the job site during the Construction Phase of the project, which results in an increase in the probability that the project will be constructed in substantial compliance with the plans and specifications. However, such Resident Services do not guarantee the Contractor's performance. Nor do such Resident Services include responsibility for construction means, techniques, procedures or safety used in constructing the work described in this agreement.

- d. The Engineer will coordinate the acceptance testing and monitoring according to the specifications including the services provided by an independent testing laboratory. Testing services by an independent laboratory may be performed on behalf of the Consultant and included with subsequent invoices.

D. SCHEDULE

The project shall generally follow the schedule listed below. The actual schedule may deviate due to unknown project conflicts, project modifications from the City or other unknown conflicts.

Milestones	Date
Contract Approved	October-2019
Survey Complete	November-2019
Survey Data Processing Complete	November-2019
Preliminary Design Concept Complete	December-2019
Check Plans Complete	January-2020
Submit final Signed Bid Documents	January-2020
File Bid Documents with Clerk	January-2020
Bid Letting	February-2020
Public Hearing & Award of Project	March-2020
Begin Construction	April-2020
Complete Construction	July 10, 2020

E. OTHER SERVICES

The City may request Other Services from the Engineer not included in the Scope of Services as outlined. Other Services may include, but not be limited to, expanding the scope of a project or the work to be completed; requesting the development of various documents; extending the time to complete a project through no fault of the Engineer; or requesting additional work items that increase the Engineering Services and corresponding costs. Included in potential additional work items are lighting analysis and decorative street lighting, environmental review, wetland delineation, landscaping plan, easement and/or right-of-way document preparation, jurisdictional agency coordination, property owner meetings, geotechnical services, modification of the project design following City approval of the design concept and televising of utilities for condition assessment. Upon initiation of Other Services, the Engineer will submit, in writing to the City, the estimated costs. Such costs will be based on the current hourly rates and fixed expenses as outlined in the enclosed Engineer's Standard Fee Schedule.

III. COMPENSATION AND TERMS OF PAYMENT

A. BASIC ENGINEERING SERVICES

Compensation for the Basic Engineering Services by the Engineer shall be the lump sum of \$24,888.

B. CONSTRUCTION SERVICES

Compensation for the Construction Services by the Engineer shall be on the basis of hourly rates and will be estimated following the advertisement and letting phase of the project. An amendment to the agreement for Construction Services will be presented to the City.

C. OTHER SERVICES

Other Services by the Engineer may be required for the project. These services will be based on the current hourly rates and fixed expenses and the City will be billed for actual direct hours spent. The City shall authorize services in by email prior to the Engineer initiating any Other Services.

City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item: 10
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution to approve replacement of Sidewalk between Gill and Walnut Street.

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

Attachments & Enclosures:

Proposed Resolution
MAC Concrete Estimate
Aerial of Sidewalk area

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Synopsis: A “City” sidewalk exists between two homes, one on N. Gill and the other on N. Walnut, lying on an “easement” of sorts and is in poor condition.

Background Information: The sidewalk is not located in a ROW, rather it is believed to be located in an easement on the Ketelsen property. Iowa Code requires property owners to take care of sidewalks in an adjacent ROW but does not speak to an easement. This sidewalk is reportedly used by many to get back and forth from N. Gill Street as N. Gill, between 1st and 4th Streets does not have a turn or other sidewalks on 2nd or 3rd Streets, creating a very long “block”.

The sidewalk would be installed at City expense with an estimate of \$4,453 (5’ wide) or \$3,789 (4’ wide) from MAC Concrete Construction.

If the Council is not of a mind to repair the walk the walk should be removed and abandoned as its’ condition will create liability risks for the property owner and the City.

Staff Recommendation: I recommend that the Council consider the proposed Resolution.

THE CITY OF MONTICELLO, IOWA

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

RESOLUTION #19-___

Resolution to approve replacement of Sidewalk between Gill and Walnut Street

WHEREAS, A sidewalk has existed for years between N. Gill Street and N. Walnut Street, passing between the properties commonly identified as 239 N. Walnut Street and 308 N. Gill Street, and

WHEREAS, The sidewalk reportedly sees regular use by residents as Gill Street as the only sidewalk to or from Gill Street between 1st and 4th Street, and

WHEREAS, The adjacent property owners are agreeable to the replacement of the Sidewalk at City expense and will work with the contractor hired by the City with regard to the maintenance or removal of existing bushes/shrubs, and

WHEREAS, The City has obtained an estimate to remove and replace the sidewalk at an estimated cost of \$4,453.00 (5' wide) or \$3,789.00 (4' wide)

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 7th day of October that the City Administrator does hereby approve of the replacement of the sidewalk located between North Gill Street and North Walnut Street at City expense in the approximate amount of \$_____.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

ESTIMATE

MAC CONCRETE CONSTRUCTION

INVOICE # 20069
DATE: AUGUST 26, 2019

19052 MILITARY RD MONTICELLO, IA 52310
Phone 319-480-3170
s.macconcrete@gmail.com

TO CITY OF MONTICELLO

CONTACT	JOB	PAYMENT TERMS	TIME FRAME
NICK	CONCRETE REPAIRS	Due on receipt	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	NORTH GILL / WALNUT SIDEWALK:		
	TEAR OUT 4' BY 162'	\$1.25/SQFT	810.00
4' WIDE	PUT BACK 5" THICK CONCRETE WITH ½" REBAR 2' O/C BROOM FINISH AND SAWED	\$4.25 SQ/FT	2754.00.00
	BUGGY RENTAL		125.00
			(2979.00)
		TOTAL	\$3789.00
5' WIDE	PUT BACK 5" THICK CONCRETE WITH ½" REBAR 2' O/C, BROOM FINISH AND SAWED		3442.50
	BUGGY RENTAL		125.00
	SAW AND TEAR OUT 1' BY 29' OF MARK KETELSON'S DRIVEWAY TO KEEP STRAIGHT.		75.50
			(3643.00)
		TOTAL	\$4453.00

This is a quotation on the goods named, subject to the conditions noted below: ASSUMING BUSHES ARE STAYING

To accept this quotation, please call to confirm, thank you.

THANK YOU FOR YOUR BUSINESS!



Overview



Legend

- Parcels
- Cartography
- Major Roads

Ann

Parcel ID	0221476006	Alternate ID	076100	Owner Address	KETELSEN, MARK L
Sec/Twp/Rng	n/a	Class	R		239 N WALNUT ST
Property Address	239 N WALNUT ST	Acreeage	0.303		MONTICELLO IA 52310
	MONTICELLO				
District	MONCO				
Brief Tax Description	R.R. ADD LOT 409.5 EX COM NE COR LOT 418 N 6' W TO ST S 6' E TO BEG COM NE COR LOT				
	(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: 9/4/2019
 Last Data Uploaded: 9/3/2019 5:39:10 PM

Developed by  Schneider
 GEOSPATIAL



Overview



Legend

- Parcels
- Cartography
- Major Roads

Approx. Sidewalk location (midway)

Parcel ID	0221476005	Alternate ID	087000	Owner Address	LYONS, KRISTOFER J & MONICA M
Sec/Twp/Rng	n/a	Class	R		308 N GILL ST
Property Address	308 N GILL ST MONTICELLO	Acreage	n/a		MONTICELLO IA 52310
District	MONCO				
Brief Tax Description	R.R. ADD W 100' LOT 267 & S 1/2 W 100' LOT 266 (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: 10/3/2019
Last Data Uploaded: 10/2/2019 5:39:51 PM

Developed by Schneider GEOSPATIAL

Almost 1000' Between Sidewalks on 1st + 4th

City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item: 11
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution to approve of purchase of 2019 Ford One Ton Truck with V-Plow from Freese Motors and Dump Trailer from N & N Trailer Sales. (Public Works Dpt.)

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

Attachments & Enclosures:

Proposed Resolution
Freese Motors Truck Specs/Price Sheet
N & N Trailer Sales Spec Sheet

Fiscal Impact:

Budget Line Item:	Sanitation Budget
Budget Summary:	
Expenditure:	\$58,700
Revenue:	n/a

Synopsis: The PW Dpt. has been discussing the purchase of a new truck with a plow before winter and the purchase of a dump trailer to use for various purposes, but primarily to collect yard waste and branches to the extent the City continues to collect yard waste next season.

Background Information: The Public Works Dpt. recently sold the older garbage truck for approximately \$30,000 and is accepting bids on the newer truck, expecting a bid in the \$50,000 - \$60,000 range. The Proposed Pickup with plow and dump trailer will meet multiple PW Dpt. needs, from snow removal to yard waste collection, to storm debris collection, to hauling rock or other heavier materials.

The Dpt. Currently utilizes the following pickups:

2004 F250: 131,000 miles (4WD pretty unreliable has had heavy snow removal use, overall rough condition)

2006 GMC Canyon: Small truck used by PW Director (133,000 miles rust popping out)

We have older F150 that is missing part of the seat and floor, the "old" water van and the Bucket Truck. Water/Wastewater has 2013 Ford F150 and 2017 Ford E350 chassis with a Knapheide box.

Total cost to be covered by garbage truck sales proceeds.

Staff Recommendation: I recommend that the Council approve the proposed purchase.

The City of Monticello, Iowa

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

RESOLUTION #19-__

Resolution to approve of purchase of 2019 Ford One Ton Truck with V-Plow from Freese Motors and Dump Trailer from N & N Trailer Sales.

WHEREAS, the City Council has previously been advised of the need for a new Public Works Truck with plow and has also discussed the purchase of a dump trailer to use for yard waste and other purposes, and

WHEREAS, the Public Works Director has acquired a bid on a 2019 Truck with plow as well as a dump trailer, as follows:

1. Truck with Plow: Freese Motors, Monticello \$51,000
2. Trailer: N & N Trailer Sales, Monticello \$ 7,700

WHEREAS, the City regularly plows alleyways with an existing pickup and plow and said truck in disrepair, based upon age and past use, and there is a need to replace said truck before this winter, and

WHEREAS, the City recently sold one of two garbage trucks and plans to sell the other in the not too distant future, the proceeds from the sale of these trucks being more than enough to cover the cost of the new pickup, blade, and trailer, and

WHEREAS, the council finds the proposed equipment and pricing to be appropriate and, therefore, finds that the equipment as indicated and as recommended by the P.W. Director for purchase should be approved for purchase.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the purchase of the 2019 Ford F350 with Stainless-Steel plow from Freese Motors in the amount of \$51,000 and the Dump Box Trailer from N & N Trailer Sales in the amount of \$7,700.

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 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

Vehicle Description

F-SERIES 2019 F350 4X4SDR/CSR
SD 6.2L EFI V-8 ENGINE
 6-SPEED AUTO TRANS 6R140

VIN 1FTRF3B65KE D30599

Exterior
 OXFORD WHITE
Interior
 MEDIUM EARTH GRAYCLOTH 40/20/40 SEAT

Standard Equipment INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- . DOOR HANDLES - BLACK
- . LOCKING REMOVABLE TAILGATE
- . NA W/BOX DLT
- . NA W/BOX DLT
- . TRAILER SWAY CONTROL

INTERIOR

- . DRIVER SEAT-MANUAL LUMBAR
- . PARTICULATE AIR FILTER
- . VINYL SUN VISORS

FUNCTIONAL

- BRAKING SYSTEM
- . JEWEL EFFECT HEADLAMPS
- . MONO BEAM COIL SPRING FRT
- . MYKEY®

NA W/BOX DLT

SAFETY/SECURITY

- . AIRBAGS - SAFETY CANOPY
- . DRIVER/PASSENGER AIR BAGS
- . SOS POST CRASH ALERT SYS

WARRANTY

- . 5YR/60,000 POWERTRAIN
- . 5YR/100,000 DIESEL ENGINE

- . BOX RAIL/TAILOG MOLDINGS
- . HEADLAMPS -WIPER ACTIVATED
- . PICKUP BOX, TIE DOWN HOOKS
- . SPARE TIRE AND WHEEL LOCK
- . TOW HOOKS
- . AIR COND, MANUAL FRONT
- . OUTSIDE TEMP DISPLAY
- . TILT/TELESCOPE STR COLUMN
- . 4-WHEEL ANTI-LOCK DISC
- . HILL START ASSIST
- . MANUAL LOCKING HUBS
- SUSPENSION W/STAB BAR
- . REAR VIEW CAMERA
- . ADVANCETRAC WITH RSC
- . BELT-MINDER CHIME
- . SECURILOCK® ANTI-THEFT SYS
- . 3YR/36,000 BUMPER / BUMPER
- . 5YR/60,000 ROADSIDE ASSIST

Price Information

STANDARD VEHICLE PRICE MSRP **\$37,120**

Optional Equipment

- 2019 MODEL YEAR
- OXFORD WHITE
- MEDIUM EARTH GRAY CLOTH PREFERRED EQUIPMENT PKG.610A
- .XL TRIM
- .TRAILER TOWING PACKAGE
- .AIR CONDITIONING -- CFC FREE
- .6.2L EFI V-8 ENGINE
- 6-SPEED AUTO TRANS 6R140
- LT275/70R18E BSW ALL TERRAIN 265
- 3.73 ELECTRONIC-LOCKING AXLE 390
- POWER EQUIPMENT GROUP 915
- JOB #1 ORDER
- XL DECOR PACKAGE
- 11300# GVWR PACKAGE
- ENGINE BLOCK HEATER 100
- 50 STATE EMISSIONS
- SNOW PLOW PACKAGE 185
- SPARE TIRE AND WHEEL
- TRAILER BRAKE CONTROLLER 270
- TELESCPG NG TT MIRR-POWR/HTD
- CENTER HIGH MOUNT STOP LAMP
- ROOF CLEARANCE LIGHTS 95
- JACK
- STEEL ROAD WHEELS-18" 455
- UPFITTER SWITCHES 165
- EXTRA HEAVY DUTY ALTERNATOR
- CLOTH 40/20/40 SEAT 100
- XL VALUE PACKAGE 1,000
- .CRUISE CONTROL
- .AM/FM STEREO MP3/CLK
- .SYNC VOICE ACTIVATED SYSTEMS

TOTAL VEHICLE & OPTIONS 41,060
 DESTINATION & DELIVERY 1,495

TOTAL MSRP \$42,555

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".

List Price \$42555

Running Boards 395

Mud flaps 150

\$43100

Stainless Steel Boss 7900

DXT V-Plow 8ft. 2 inches \$51000

Vehicle Engine Information

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. For Comparison Shopping all vehicles classified as _ have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.



CITY MPG

0

HIGHWAY MPG

0

Estimated Annual Fuel Cost: \$

\$49800
 Price Concession 7400

\$42400



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

N & N TRAILER SALES

PHONE: 319-465-4801

FAX: 319-465-6809

Monticello, IA

\$ 7700

2019 CHAPARRAL TRLRS OF IOWA DUMP TRAILERS For Sale In Monticello, Iowa



For Sale Price: Call

Contact Information

N & N Trailer Sales, Inc.

9 Monticello, Iowa 52310

Phone: (319) 558-5671

Contact: Gary Nagel

Description

CUSTOM MADE DUMP TRAILERS!

NAME YOUR SPECS & OPTIONS AND WE'LL MAKE IT HAPPEN.

Specifications

Quantity	1	Year	2019
Manufacturer	CHAPARRAL TRLRS OF IOWA	Model	DUMP TRAILERS
		Condition	New

City Council Meeting
Prep. Date: 10/04/19
Preparer: Doug Herman



Agenda Item: 12
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution to request abatement of accrued and future taxes on City owned Property. (Compost Site)

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

Attachments & Enclosures:

Proposed Resolution
Iowa Code Section (below)

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Synopsis: Taxes accrued and accruing on compost site.

Background Information: Pursuant to Iowa Code this is a request of the County to abate all taxes, accrued and accruing, on the City owned Compost Site.

Staff Recommendation: I recommend that the City request that the County officially abate any and all taxed past due and/or accrued on the above-referenced property as provided by the Iowa Code.

445.63 Abatement of taxes.

When taxes are owing against a parcel owned or claimed by the state or a political subdivision of this state and the taxes were owing before the parcel was acquired by the state or a political subdivision of this state, the county treasurer shall give notice to the appropriate governing body which shall pay the amount of the taxes due. **If the governing body fails to immediately pay the taxes due, the board of supervisors shall abate all of the taxes.**

The City of Monticello, Iowa

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

RESOLUTION #19-__

Resolution to request Abatement of accrued and future Property Taxes on City owned property utilized for public purposes within the City limits of the City of Monticello.

WHEREAS, The City of Monticello previously purchased property to be home to the Monticello Yard Waste / Compost site, same being described by the following Tax Parcel ID: 0214400031, and

WHEREAS, The Council finds it appropriate, under the circumstances, to request the abatement of all accrued and accruing taxes related to said parcel, whether past due or accrued and not yet due, and to so inform the County Treasurer so that the County Board of Supervisors can take action to formally abate said taxes as required by §445.63 of the Iowa Code.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby direct the City Clerk to inform the County Treasurer of the decision of the City Council to request the abatement of the taxes accrued and accruing on the above described tax parcel consistent with §445.63 of the Iowa Code.

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 7th day of October, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 10/03/19
Preparer: Doug Herman



Agenda Item:
Agenda Date: 10/07/2019

Communication Page

Agenda Items Description: Resolution authorizing Jones County Economic Development to apply for a Jones County Community Foundation Grant to cover a portion of the costs associated with the pursuit of a Commercial Historic District in downtown Monticello.

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

Attachments & Enclosures:

Proposed Resolution *(to be prepared)*
Proposal from James Jacobsen

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: The City of Monticello Main Street Iowa application would have benefited from a Commercial Historic District within the downtown.

Background Information: Derek Lumsden, JCEDC, will explain the proposal to pursue a Commercial Historic Designation for downtown Monticello. As part of the process Derek proposes to apply for a Jones County Community Foundation Grant to help cover a portion of the costs of the work to be performed by an Architectural Historian to prepare the application and related paperwork. The City commitment to the overall project would be \$5,000 to \$8,000.

The following is a summary of the plan/program provided by Derek Lumsden:

One of the tenets of the Main Street program is historic preservation. As Monticello learned from their Main Street Iowa application, Monticello has some great historic integrity and is worth preserving moving forward. As Monticello looks to move towards a second application round in 2021, finding ways to make the application stronger is vital.

One of the ways to do this is a dedicated focus on historic preservation. Currently, the City is looking at options, including potential preservation work to the old Compadres building. Discussions have also started, and will continue in the coming months, with regard to the potential future uses for the current Monticello middle school upon the opening of the new middle school. (These discussions will include many entities including the City and the School.) Both of these projects are fundamental historic preservation projects, but they are not comprehensive to the downtown.

During the Main Street application process and immediately after, I contacted an architectural historian to do a walkthrough of Monticello's downtown. Based on his findings, he believes there is the potential for a Commercial Historic District in the downtown. This would place a large portion of the

downtown on the National Register of Historic Places and help boost Monticello's historic preservation ethic, but also be a tourism boon as heritage tourism is a \$4 billion a year industry. (Attached you will find his proposal for the work.)

The benefits of a Historic District nomination are two-fold. One, we would be listed on the National Register and that would help draw heritage tourism to the area. Not only would they benefit the downtown businesses, but should also be a boon to hotels, museums, trails, etc. as we work to expand the quality of life amenities in Monticello. **Second, the listing would open up funding opportunities to the downtown building owners in the district. They would be eligible for state and federal historic tax credits, which can attribute up to 45% on qualified rehabilitation costs of a project.** These tax credits can be coupled with other monies and grants to give more leverage when trying to fund renovation and rehabilitation repairs.

The work would include archival research of the community and the downtown, including an exhaustive research of the online newspaper archives. Additionally, time and effort would probably need to be spent working at the Cultural Center to get some specific questions answered that might exist there and not in the archives. Finally, there would be some work to do photo inventories, writing the nomination, attending the state meetings, etc. The architectural historian would be the primary on this, but there would be potential for in-kind from interested residents that could potentially help speed up the process as well as potentially keep the cost down. The goal would be to have this work done for potential District approval by June 2020.

As you can see from the attached proposal, the proposed cost for the architectural historian to do the nomination would be \$75 per hour with a not-to-exceed price of \$20,000. The plan would be for the City of Monticello to commit a minimum of \$5,000 up to a maximum of \$8,000 for the effort. The rest of the work would hopefully be funded by other grant opportunities, including the Jones Community Foundation. However, since the City of Monticello applied for and received a grant last year, the City is not eligible to apply this year. If the City would agree to a funding match and be the fiscal agent for the application, Jones County Economic Development could apply for the Jones Community Foundation grant instead and work to get the project funded and completed.

At this time, we are asking the City for the cash match as well as the approval to be the fiscal agent for Jones County Economic Development to apply for the Jones Community Foundation grant. I intend to be at the Monday, October 7th Council meeting to discuss with the Council and answer any questions.

Thanks!

Derek Lumsden, MSARP
Executive Director
Jones County Economic Development
121 E. Main Street
Anamosa, IA 52205
www.jonescountydevelopment.com



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

History Pays!

Providing Historic Preservation Planning Services for
Historic Property and Community Redevelopment

Attn. James E. Jacobsen
4411 Ingersoll Avenue
Des Moines, IA 50312

Phone: 515-274-3625
Email: historypays@gmail.com

September 16, 2019

Derek Lumsden, MSARP
Executive Director
Jones County Economic Development
121 E. Main Street
Anamosa, IA 52205

Dear Derek:

Enclosed is my proposal to prepare and secure a National Register of Historic Places district nomination for the Monticello downtown.

Yours truly,

James E. Jacobsen

Historic District Proposal Overview:

The historic district nomination would be prepared as promptly as possible with a focused and concerted effort to complete the work. Given the State Historic Preservation Office (SHPO) nomination schedule, the initial state review date is December 3, 2019 with a final draft deadline of March 27, 2020 with State National Register Nominations Review Committee review on June 12, 2020.

Proposed Project Sequence:

The district's potential eligibility and a preliminary district boundary review would be considered in an up-front meeting with the National Register coordinator. SHPO recommendations for individual building status, period of significance, applicable National Register criteria, applicable historic contexts and so on, will also be sought and implemented from the start of the project. There is no expectation that there is not a historic district. Community or Jones County Economic Development representatives could usefully participate in this initial planning meeting.

A substantial on-site visit and presence would likely follow this initial meeting, using the current photos that I took in August as a basis for discussion. This visit would utilize unique local images and historical data and would minutely look at the building stock.

The draft district nomination would be started from scratch utilizing a SHPO preferred format and nomination form. In this manner, any potential for over-researching or complicating the draft will be avoided. The draft nomination would include all of the fundamental nomination components. Key focal points would be building-specific data, images, the architectural and significance summary paragraphs and a fairly developed historical/architectural section that builds upon the summary paragraphs. Maps at this stage would remain conceptual. Ongoing research would focus on states SHPO recommendations, following up on needed individual building data, and would be primarily online utilizing online local newspapers, assessor data, and the like.

The final draft would be submitted as early as possible (prior to March 17, 2020) so as to allow for an accepted final SHPO submittal on the due date. The final draft would have final maps, finalized building and contextual data and would otherwise satisfy SHPO requirements to secure approval. The nomination would be reviewed and presumably approved by SNRC on June 12, 2020. The consultant would remedy any noted deficiencies in a timely manner and formal listing could be anticipated by late August-early September 2020.

Professional Assurances:

Some consideration of an "ideal" commercial historic district has been done and while the consultant has proposed district boundaries, any final district will necessarily represent the input of SHPO, SNRC and the findings of district research. The final district will be the most

ideal one based on all considerations. This consultant has recently completed two Main Street Iowa downtown historic districts.

One potentially problematic area is proceeding to list a commercial district without having gone through the preliminary stages of survey (at its several intensities). Neither of my other Main Street districts went through the preferred sequence however and the proposed up-front SHPO meeting is designed to obtain SHPO concurrence with the eligibility of the district.

I prefer to complete the vast majority of project work during the first half of the project chronology. This is necessary if only to meet the deadlines of SHPO draft reviews but it also keeps the project moving forward. It is also important to secure community input and concurrence throughout the project so doing most of the research up-front gives all partners something substantial to review.

Partnering closely with SHPO from the start also minimizes any substantial surprises as the project goes forward. Consequently, it is expected that SHPO recommendations at the draft stage will be substantial, and the near-final draft, minimal and at the SNRC level minimal to negligible.

Proposed/Ideal Project Schedule:

Timeframe	Phase	Product	Billing Percentage
October 2019	Project Award	Contract	
“	SHPO Meeting	Draft maps, photos, some building data	
December 3, 2019	First Draft	Draft nomination	25%
February 2020	Near-final draft	All nomination bits	50%
March 17, 2020	Final draft accepted	“	90%
June 12, 2020	SNRC reviews, approves	Make final changes, submit final	100%
September 2020	NPS acceptance		

Project Costs:

I propose to complete the district nomination for not-to-exceed bid figure \$20,000. I would bill the client with a based on actual costs based upon an hourly fee of \$75/hour and costs.

One of the benefits of program digitization is that there are no substantial photographic or mapping costs anymore. Other expenses would cost out at around \$500 (two overnight stays at \$150) 400 miles travel at \$.58/mile.

The residual \$19,500 would allow for 6.5 weeks of work, broken down to 40 percent research, 30 percent writing and 10 percent editing and revising per SHPO/SNRC.

City Council Meeting
 Prep. Date: 09/13/19
 Preparer: Doug Herman



Agenda Item:
 Agenda Date: 09/16/2019

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

Crack Sealing list (Not all will be done this year)
Aeiral of Northridge Drainage Area

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

- **Engineer Report:**
 1. N. Sycamore Street
 2. 7th Street (if more questions)
 3. 6th and Gill Street Discussion
- **PW Director Report**
 1. Garbage Truck Sale: Notice to bidders has been sent out and will be published in Express.
 2. Crack Sealing: Will review intended crack sealing plans for this fall.
- **Administrator Report**
 1. Cemetery Maintenance / 28E Agreement with Anamosa St. Pen.: Everything is complete and ready to go if Council supports us taking the next step.
 2. Northridge Retention Basin Drainage Easement Discussion: Northridge Retention drains through drainageway over which the City does not have an easement. Property owners (numbered 3-6 on the attachment) are agreeable to giving the City necessary easements. (I haven't spoken to properties numbered 1 and 2 yet, will try to do so by Monday.) General Discussion.
 3. Water / Sewer Rate Considerations: General discussion related to likely increases to water and sewer rates. Will propose consideration of Ordinance modifications in coming weeks.
 4. Accent Site comments/concerns/direction: Did Council members look at this property? Any comments/questions or requests of staff related thereto?
 5. Mayor / Council Pay Discussion: Wage/Benefit Committee has discussed whether or not a pay increase for Mayor and Council would increase likelihood of additional interest in positions.
 6. Building Code Discussion: I would like Council support to set up a meeting with the City of Anamosa to discuss the potential adoption of a building code and shared employee to enforce the building code and other code enforcement matters.



- Legend**
- Parcels
 - Cartography
 - Major Roads

Highland Hybrid

Bull's Eye

Monticello

Huron

Parcel ID	0216300031	Alternate ID	214300	Owner Address	HERMAN, DOUGLAS D & LEANN M
Sec/Twp/Rng	16-86-03	Class	C		709 JOHN DR
Property Address	709 JOHN DR	Acreage	n/a		MONTICELLO IA 52310
	MONTICELLO				
District	MONCO				
Brief Tax Description	16 86 03 PARCEL 97-30 IN SE SW & IN PT OF LOT 10 IND PARK 3RD ADD				
	(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: 9/24/2019
 Last Data Uploaded: 9/23/2019 5:38:56 PM

Developed by  **Schneider**
 GEOSPATIAL



PROPOSAL

DATE	ESTIMATE #
9/27/2019	17081

1007 1st Ave. NW * PO Box 355 * Farley, IA 52046
 (563) 744-3422 Fax (563) 744-3146
 Fed ID # 42-1463491

kluesnerconstruction.com

NAME / ADDRESS	CELL NUMBER	FAX NUMBER	PHONE NUMBER
CITY OF MONTICELLO 200 E FIRST STREET MONTICELLO, IA 52310-1501	319-533-1827 BRANT...	319-465-3527	319-465-3577
LOCATION			

DESCRIPTION	UNIT	RATE	TOTAL
CRACK SEALING OF STREETS			
ROUT CRACKS AS NEEDED			
CLEAN CRACKS AND JOINTS WITH COMPRESSED AIR			
SEAL CRACKS AND JOINTS WITH D-3405 HOT APPLIED RUBBERIZED SEALANT			
PREVIOUSLY SEALED CRACKS WILL BE TOUCHED-UP AS NEEDED			
THE PRICE WILL BE \$0.69 PER LINEAL FOOT			
PINE STREET -- FROM SOUTH END OF CUL-DE-SAC TO TOUCH-UP WARRANTY			
HARDSCRABBLE ROAD -- FROM EAST OF 168TH ST TO WEST 11TH ST. CRACKS	6,220	0.69	4,291.80
JOHN DRIVE -- FROM HARDSCRABBLE RD TO JUST EAST OF MAIL BOX "708"			
JOINTS	3,165	0.69	2,183.85
RANDOMS	72	0.69	49.68
JOHN DRIVE -- FROM JUST EAST OF MAILBOX "708" TO VALLEY DR.			
RANDOMS ONLY	42	0.69	28.98
VALLEY DR. -- FROM JOHN DR. TO MEADE FARM LANE MAILBOX #22010			
JOINTS	3,399	0.69	2,345.31
RANDOMS	144	0.69	99.36
VALLEY DR -- FROM MEADE FARM LANE MAILBOX # 22010 TO NORTHRIDGE DR.			
RANDOMS ONLY	168	0.69	115.92
VALLEY DR. -- FROM NORTHRIDGE DR. TO SOUTH END			
RANDOMS ONLY	96	0.69	66.24

WE PROPOSE TO FURNISH MATERIAL AND LABOR - COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS. SIGN:

TOTAL

SIGNATURE



PROPOSAL

1007 1st Ave. NW * PO Box 355 * Farley, IA 52046
 (563) 744-3422 Fax (563) 744-3146
 Fed ID # 42-1463491
kluesnerconstruction.com

DATE	ESTIMATE #
9/27/2019	17081

NAME / ADDRESS	CELL NUMBER	FAX NUMBER	PHONE NUMBER
CITY OF MONTICELLO 200 E FIRST STREET MONTICELLO, IA 52310-1501	319-533-1827 BRANT...	319-465-3527	319-465-3577
LOCATION			

DESCRIPTION	UNIT	RATE	TOTAL
DEER RUN DR. -- FROM VALLEY DR. TO NORTHRIDGE DR. RANDOMS ONLY	96	0.69	66.24
NORTHRIDGE DR. -- FROM N. BIRCH ST. FROM JUST PAST 2ND GRAVEL DR JOINTS	2,118	0.69	1,461.42
RANDOMS	442	0.69	304.98
NORTHRIDGE DR. -- FROM JUST PAST 2ND GRAVEL DR TO DEER RUN DR RANDOMS ONLY	390	0.69	269.10
SOUTH CEDAR ST. -- FROM SOUTH MAIN ST. TO WEST WASHINGTON ST. AND APPROCHES AT ALL INTERSECTIONS RANDOMS ONLY	1,358	0.69	937.02
MONK CT -- FROM BIRCH ST. TO EAST END CUL-DE-SAC ONLY! JOINTS	1,108	0.69	764.52
RANDOMS	252	0.69	173.88
PLASTIC LANE -- FROM BIRCH ST TO EAST END JOINTS	5,164	0.69	3,563.16
RANDOMS	120	0.69	82.80
BIRCH ST. -- FROM WEST 11TH TO PLASTIC LANE JOINTS	3,074	0.69	2,121.06
RANDOMS	340	0.69	234.60
BIRCH ST -- FROM PLASTIC LANE TO WEST 7TH ST. RANDOMS ONLY	160	0.69	110.40
EAST 11TH -- FROM N. CEDAR ST TO MAPLE ST JOINTS	1,704	0.69	1,175.76
RANDOMS	75	0.69	51.75
EAST 10TH ST -- FROM MAPLE ST TO N. CEDAR ST JOINTS	1,710	0.69	1,179.90

WE PROPOSE TO FURNISH MATERIAL AND LABOR - COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS. SIGN:

TOTAL

SIGNATURE



PROPOSAL

1007 1st Ave. NW * PO Box 355 * Farley, IA 52046
 (563) 744-3422 Fax (563) 744-3146
 Fed ID # 42-1463491

kluesnerconstruction.com

DATE	ESTIMATE #
9/27/2019	17081

NAME / ADDRESS	CELL NUMBER	FAX NUMBER	PHONE NUMBER
CITY OF MONTICELLO 200 E FIRST STREET MONTICELLO, IA 52310-1501	319-533-1827 BRANT...	319-465-3527	319-465-3577
LOCATION			

DESCRIPTION	UNIT	RATE	TOTAL
RANDOMS	525	0.69	362.25
MADALYN CT -- FROM MAPLE ST TO CUL-DE-SAC CRACKS	598	0.69	412.62
N. CHESTNUT -- FROM WEST 7TH ST TO WEST 6TH ST (INCLUDES INTERSECTION AT W. 6TH ST)			
JOINTS	5,198	0.69	3,586.62
RANDOMS	615	0.69	424.35
WEST 5TH ST -- FROM N. GILL ST TO NORTH CEDAR ST (DO INTERSECTION AT N. CHESTNUT)			
JOINTS	3,922	0.69	2,706.18
RANDOMS	684	0.69	471.96
CURBLINE	1,972	0.69	1,360.68
NORTH FARLEY ST -- FROM WEST 5TH ST TO WEST 3RD ST RANDOMS ONLY	510	0.69	351.90
WEST 3RD -- FROM BRICK STREET AT WEST END OF "ALLEY" TO NORTH FARLEY ST (INCLUDES INTERSECTION AT N. FARLEY)			
RANDOMS ONLY	375	0.69	258.75
NORTH FARLEY ST -- FROM WEST 3RD TO WEST 2ND (DO ALL JOINTS INCLUDING CURBLINE)			
JOINTS	1,957	0.69	1,350.33
RANDOMS	120	0.69	82.80
NORTH FARLEY ST -- FROM WEST 2ND TO 1ST ST (JOINTS AND CRACKS PARKING AREA ON EACH SIDE)			
JOINTS AND CRACKS	2,931	0.69	2,022.39

ROADWAY NOTE: DO NOT DO CENTERLINE & TRANSVERSE JOINTS. JUST DO OUTSIDE JOINTS ALONG ROADWAY.

WE PROPOSE TO FURNISH MATERIAL AND LABOR - COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS. SIGN:

TOTAL

SIGNATURE



PROPOSAL

1007 1st Ave. NW * PO Box 355 * Farley, IA 52046
 (563) 744-3422 Fax (563) 744-3146
 Fed ID # 42-1463491

kluesnerconstruction.com

DATE	ESTIMATE #
9/27/2019	17081

NAME / ADDRESS	CELL NUMBER	FAX NUMBER	PHONE NUMBER
CITY OF MONTICELLO 200 E FIRST STREET MONTICELLO, IA 52310-1501	319-533-1827 BRANT...	319-465-3527	319-465-3577
LOCATION			

DESCRIPTION	UNIT	RATE	TOTAL
WEST 5TH ST -- FROM ARMINDA AVE TO PINE ST (DO INTERSECTION AT ARMINDA AVE) RANDOMS ONLY	1,520	0.69	1,048.80
CELGO AVE -- FROM 1ST ST TO "T" INTERSECTION AT CELGO AVE JOINTS	1,154	0.69	796.26
RANDOMS	224	0.69	154.56
CURBLINE	610	0.69	420.90
CELGO AVE -- FROM "T" INTERSECTION TO ARMINDA AVE RANDOMS ONLY	60	0.69	41.40
ARMINDA AVE -- FROM CELGO AVE TO BROOK ST RANDOMS ONLY	360	0.69	248.40
WASHINGTON ST -- FROM GRANDVIEW AVE TO WEST END RANDOMS ONLY	75	0.69	51.75
GRAND ST. -- FROM CEDAR ST. TO DRIVEWAY OF CITIZENS STATE BANK/NEWER CONCRETE (INCLUDES CURBLINE) JOINTS	1,108	0.69	764.52
RANDOMS	135	0.69	93.15
WASHINGTON ST -- FROM CEDAR ST TO SOUTH MAIN ST RANDOMS ONLY	1,030	0.69	710.70
SOUTH SYCAMORE ST -- FROM E. WASHINGTON ST TO SOUTH ST (DO INTERSECTIONS AT VARVEL ST) RANDOMS ONLY	2,360	0.69	1,628.40
PINEHAVEN DR -- FROM SOUTHHAVEN DR TO PARKING LOT OF NURSING HOME (INCLUDES CURBLINE) JOINTS	963	0.69	664.47
RANDOMS	240	0.69	165.60

WE PROPOSE TO FURNISH MATERIAL AND LABOR - COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS. SIGN:	TOTAL
--	--------------

SIGNATURE



PROPOSAL

1007 1st Ave. NW * PO Box 355 * Farley, IA 52046
 (563) 744-3422 Fax (563) 744-3146
 Fed ID # 42-1463491

kluesnerconstruction.com

DATE	ESTIMATE #
9/27/2019	17081

NAME / ADDRESS	CELL NUMBER	FAX NUMBER	PHONE NUMBER
CITY OF MONTICELLO 200 E FIRST STREET MONTICELLO, IA 52310-1501	319-533-1827 BRANT...	319-465-3527	319-465-3577
	LOCATION		

DESCRIPTION	UNIT	RATE	TOTAL
MONTEREY TRAIL -- FROM PARK BLVD TO EAST END (TOUCH UP CURBLINE AS NEEDED)			
JOINTS	3,385	0.69	2,335.65
RANDOMS	828	0.69	571.32
JAYNE CT -- FROM CUL-DE-SAC TO MONTEREY TRAIL (INCLUDES CURBLINE)			
JOINTS	1,605	0.69	1,107.45
RANDOMS	592	0.69	408.48
JAYNE DR -- FROM MONTEREY TRAIL TO PARK BLVD			
RANDOMS ONLY	1,048	0.69	723.12
RIVERVIEW CT -- FROM EAST 1ST ST TO END			
RANDOMS ONLY	120	0.69	82.80
NOTE: ALL MEASUREMENTS ARE APPROXIMATE. AN ACCURATE MEASUREMENT WILL BE MADE ON COMPLETED WORK FOR FINAL BILLING			

WE PROPOSE TO FURNISH MATERIAL AND LABOR - COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS. SIGN:

Brad A. Brumell

TOTAL \$47,086.29

PAYMENT DUE UPON COMPLETION OF THE WORK. PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 60 DAYS.

SIGNATURE _____