

City of Monticello, Iowa

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Posted on November 14, 2019 at 5:00 p.m.

Re-Posted, as amended, on November 15, 2019 at 4:30 p.m.

Monticello City Council Regular Meeting November 18, 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	November	04, 2019
Approval of Payroll	November	07, 2019
Approval of Bill List		
Approval of Treasurer's Report for October, 2019		

Motions:

Public Hearings and Related Action:

1. **Public Information Meeting** related to USDA Grant Application which seeks grant funds to assist with the purchase of a new ambulance. (No action required after Public Hearing / Public Information Meeting)

Resolutions:

2. **Resolution** to approve Tax Abatement on Commercial Real Estate located at 712 John Drive.
3. **Resolution** to approve Agreement for Services between the City of Monticello and MEP Engineers related to preparation of Berndes Center HVAC Plans and Specifications.
4. **Resolution** Appropriating funds necessary to meet the City's Obligation to Innovative Ag. Services under the Development Agreement dated February 15, 2010.

5. **Resolution** Appropriating funds necessary to meet the City's obligation to Royal Flush Truck Wash, Inc. (Formerly identified as Mike Beck and Ken McDermott) per Development Agreement dated March 17, 2014, and as amended on June 3, 2019.
6. **Resolution** Appropriating funds necessary to meet the City's obligation to Althoff Properties, LLC per Development Agreement dated April 18, 2011.
7. **Resolution** Appropriating funds necessary to meet the City's obligation to Cobblestone Inn & Suites (formerly known as Boulders Inn Monticello) under the Development Agreement dated October 5, 2015; as amended November 20, 2017.
8. **Resolution** Appropriating funds necessary to meet the City's obligation to Robert "Bud" Johnson under the Development Agreement dated February 15, 2010.
9. **Resolution** Appropriating funds necessary to meet the City's obligation to Karde's Inc. per Development Agreement dated March 17, 2014.
10. **Resolution** Appropriating funds necessary to meet the City's obligation to MC Industries under the Development Agreement dated August 2, 2010.
11. **Resolution** Appropriating funds necessary to meet the City's obligation to Lauren Welter, successor owner of 218 West First Street, Suite A, per Development Agreement dated October 2, 2017
12. **Resolution** Appropriating funds necessary to meet the City's obligation to B & J Hauling and Excavation, owner of 218 West First Street, Suite B, per Development Agreement dated October 2, 2017.
13. **Resolution** Appropriating funds necessary to meet the City's obligation to Njs LLC, successor owner of 218 West First Street, Suite C, per Development Agreement dated October 2, 2017.
14. **Resolution** Appropriating funds necessary to meet the City's obligation to Orbis Manufacturing, a subsidiary of Menasha Corporation, per Development Agreement dated April 3, 2017, as amended by Resolution 19-27, dated April 15, 2019.
15. **Resolution** Appropriating funds necessary to meet the City's obligation to MercyCare Management, Inc. per Development Agreement dated July 7, 2019 approved by Resolution 19-100, dated July 15, 2019.
16. **Resolution** approving FY 2021 TIF Certification.
17. **Resolution** approving the use of Tax Increment Financing receipts to cover a portion of the Professional Fees invoiced by PFM, the City's financial advisor, in relation to the N. Sycamore Street Reconstruction Bond Issue.

Ordinances: None

Reports / Potential Action

- **PW Director Report**
 - N. Sycamore Street progress
 - Leaf / Yard Waste Collection

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
November 4, 2019 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Brenda Hanken, Rob Paulson, Candy Langerman, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler and City Engineer A J Barry. Council member Dave Goedken was absent. Police Chief Britt Smith arrived during meeting.

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

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

Herman reported the Plat of Survey to Parcel 2019-62 was previously approved by Planning & Zoning and subsequent thereto a few changes were made to the survey, resulting in the Amended Plat of Survey to Parcel 2019-62. Yeoman moved to approve Resolution #19-149 Approving Amended Plat of Survey to Parcel 2019-62, located in the two-mile jurisdiction of the City of Monticello, Lux seconded, roll call unanimous.

Lux moved to approve Resolution #19-150 Approving FY 2018-2019 Annual Financial Report, Langerman seconded, roll call unanimous.

Yeoman moved to approve Resolution #19-151 Approving FY 2018-2019 Annual Urban Renewal Report, Lux seconded, roll call unanimous.

Herman reported Engineer has reviewed and recommended approval of Horsfield Pay Request #7. Langerman moved to approve Resolution #19-152 Approving Pay Request #7 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$187,369.45, Yeoman seconded, roll call unanimous.

Herman reported that two bids were received for the 2012 International garbage truck with the high bid of \$55,101, being received from Elliot Equipment. Lux moved to approve Resolution #19-153 Approving sale of City owned Garbage Truck, Langerman seconded, roll call unanimous. Police Chief Britt Smith arrived.

Herman reported Council previously approved submission of an USDA grant application related to the purchase of a new ambulance by motion and that the USDA has requested confirmation by way of a Resolution. Yeoman moved to approve Resolution #19-154 to reaffirm Council approval of the Preparation and Submission of Grant Application with USDA to assist in the purchase of a new ambulance, Langerman seconded, roll call unanimous.

Herman reported that a Public Information Meeting related to the USDA Grant Application is required. The grant application requests \$110,000 towards the estimated total cost of \$210,000 with the City cost share estimate to be \$75,000 and the MEMT cost share to be \$25,000. Langerman moved to approve Resolution #19-155 to schedule Public Information Meeting related to USDA Grant Application which seeks grant funds to assist with the purchase of a new Ambulance, Lux seconded, roll call unanimous.

Herman reported on the current condition of the City owned property located at 103 W. 1st Street as reported by a structural engineer hired by the City. Recently, a section of the roof collapsed on the east section of the building. Derek Lumsden, Jones County Economic Development reported that there are many grants available to help cover the restoration costs, including the Catalyst Grant, DNR grants and the Downtown Housing Grant. Lumsden reported on a similar building project in a community he used to live in where the building was in as bad or worse condition, that was restored. Herman recommended that the Council obtain a demolition cost estimate as consideration of those costs would be important in future decision making. Herman received an estimate of approximately \$3,000.00 to obtain a demolition estimate from the structural engineer who has already inspected the building with an estimate of \$11,317.00 to put together demolition plans and specifications. Herman recommended that the Council begin with the cost estimate as it was not clear if the building would be demolished. Yeoman moved to approve Resolution #19-156 to approve acquisition of Compadres Demolition Estimate, Lux seconded, roll call unanimous.

Herman reported that bricks were installed in front of Brian Monk's project on West First Street and in front of the Community Building and Renaissance Center. Council has previously reviewed a Downtown Brick Paver policy which has not yet been adopted. Three property owners on West First Street are agreeable to the installation of bricks to replace the colored strip in their sidewalks, with the City paying for 1/3 of the cost of brick installation and all the costs of concrete removal, concrete cutting, subgrade, base grade preparation and bricks. Yeoman moved to approve Resolution #19-157 to approve Downtown Brick installation cost share, Lux seconded, roll call unanimous.

Barry updated the Council on the North Sycamore Street Reconstruction Project and reported the project is on schedule and will be completed prior to the November 21st completion date.

Derek Lumsden, Jones County Economic Development, updated the Council on the ongoing Downtown Assessment. The assessment team was in town last week and interviewed many residents and groups of people to assist them with the preparation of their final assessment report, that should be received in a few weeks.

Herman advised the City annual audit will start November 18, 2019. Herman reported with the new budget processes that the City will need to start the budget process sooner.

Herman updated the Council on Geo Thermal system issues in the Renaissance Building. Herman met with LADCO, the original installer of the system, and Mick Adams with Next Generation to inspect the system and to identify many components in need of maintenance and repair.

Council spent the remainder of the meeting reviewing Chapters 90 through 156 of the draft City Code of Ordinances.

Langerman move to adjourn at 7:44 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

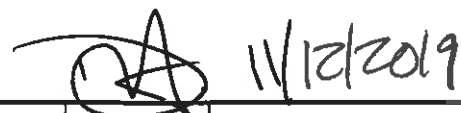
PAYROLL - NOVEMBER 7, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	October 21 - November 3, 2019				
Devin Arduser	\$ 91.62	\$ -	0.00	0.00	\$ 78.55
Dawn Brus	1,798.88	-	0.00	0.00	1,292.21
Drew Haag	182.76	-	0.00	0.00	155.70
Ben Hein	79.68	-	0.00	0.00	68.31
Mary Intlekofer	1,911.00	-	0.00	43.50	1,301.51
Dean Jensen	239.25	-	0.00	0.00	203.14
Brandon Kent	1,911.00	-	0.00	8.25	1,244.52
Jim Luensman	648.38	-	0.00	0.00	493.26
Lori Lynch	1,945.13	34.13	0.00	0.00	1,314.33
Dave McNeill	224.48	-	0.00	0.00	191.47
Mandy Ncrton	180.48	-	0.00	0.00	151.50
Shelly Searles	1,911.00	-	0.00	0.00	1,326.03
Jeff Silver	261.00	-	0.00	0.00	221.79
Sabrina Strella	24.00	-	0.00	0.00	20.57
Brenda Surom	273.00	-	0.00	0.00	212.02
Chris Szymanowski	1,851.00	-	0.00	0.00	1,200.61
Jenna Weih	618.75	-	0.00	0.00	490.50
TOTAL AMBULANCE	\$ 14,151.41	\$ 34.13	0.00	51.75	\$ 9,966.02
CEMETERY	October 19 - November 1, 2019				
Dan McDonald	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,194.84
TOTAL CEMETERY	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,194.84
CITY HALL	October 20 - November 2, 2019				
Cheryl Clark	\$ 1,684.00	\$ -	0.00	26.63	\$ 1,134.88
Doug Herman	3,951.46	-	0.00	0.00	2,768.91
Sally Hinrichsen	2,488.06	-	0.00	0.00	1,649.49
Nanci Tuel	1,486.40	-	0.00	0.00	977.34
TOTAL CITY HALL	\$ 9,609.92	\$ -	0.00	26.63	\$ 6,530.62
FIRE	October 21 - November 3, 2019				
Drew Haag	\$ 100.00	\$ -	0.00	0.00	\$ 85.74
Nick Kahler	60.00	-	0.00	0.00	51.44
Don McCarthy	125.00	-	0.00	0.00	107.18
Billy Nortcn	100.00	-	0.00	0.00	85.74
TOTAL FIRE	\$ 385.00	\$ -	0.00	0.00	\$ 330.10
LIBRARY	October 21 - November 3, 2019				
Molli Hunter	\$ 309.08	\$ -	0.00	0.00	\$ 262.00
Penny Schmit	1,074.40	-	0.00	0.00	587.84
Madonna Thoma-Kremer	988.80	-	0.00	0.00	629.95
Michelle Turnis	1,615.38	-	0.00	0.00	1,003.74
TOTAL LIBRARY	\$ 3,987.66	\$ -	0.00	0.00	\$ 2,483.53
MBC	October 21 - November 3, 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

PAYROLL - NOVEMBER 7, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE	October 21 - November 3, 2019				
Zachary Buehler	\$ 1,687.38	\$ -	0.00	0.00	\$ 1,258.03
Peter Fleming	1,851.36	-	0.00	0.00	1,325.43
Dawn Graver	2,056.81	-	0.00	0.00	1,476.08
Erik Honda	2,013.96	-	0.00	6.50	1,502.84
Jordan Koos	2,180.44	-	0.00	27.00	1,587.03
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	2,168.27	-	0.00	0.00	1,599.94
TOTAL POLICE	\$ 16,180.04	\$ -	0.00	33.50	\$ 11,868.36
ROAD USE	October 19 - November 1, 2019				
Zeb Bowser	\$ 1,733.63	\$ 77.63	0.00	0.00	\$ 1,265.13
Eric Jungling	1,670.81	74.81	0.00	0.00	873.40
TOTAL ROAD USE	\$ 3,404.44	\$ 152.44	0.00	0.00	\$ 2,138.53
SANITATION	October 19 - November 1, 2019				
Michael Boyson	\$ 1,723.80	\$ 91.80	0.00	0.00	\$ 1,205.87
Nick Kahler	2,019.23	-	0.00	0.00	1,383.28
TOTAL SANITATION	\$ 3,743.03	\$ 91.80	0.00	0.00	\$ 2,589.15
SEWER	October 19 - November 1, 2019				
Tim Schultz	\$ 471.90	\$ -	0.00	11.50	\$ 134.29
Jim Tjaden	2,230.77	-	0.00	0.00	1,610.91
TOTAL SEWER	\$ 2,702.67	\$ -	0.00	11.50	\$ 1,745.20
WATER	October 19 - November 1, 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.	\$ 60,945.40	\$ 278.37	0.00	139.88	\$ 42,544.07

City of Monticello
Cash On Hand By Bank
For October 31st, 2019

 11/12/2019

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$237.98	0.150	N/A		Earl F Lehmann Trust
Total by Bank	\$237.98				
Dutrac Credit Union					
Savings #227064-2	\$5.00		N/A		General Fund
CD #227064-2	\$150,000.00	3.100	4/15/2020		Slavka Gehret/Bidwell
Total by Bank	\$150,005.00				
Regions Banks					
Checking # 0002959379	\$6,060.64		N/A		Soldiers Memorial
CD #89100344	\$0.00	0.05	8/18/2019	212 days	Soldiers Memorial
Money Market #87688689	\$6,456.05	0.01	N/A		Soldiers Memorial
Total by Bank	\$12,516.69				
Fidelity Bank & Trust					
	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$1,408,768.44	2.44	N/A		General Checking
Property Tax & Water #40001992	\$3,199,158.27	2.44	N/A		General Savings
Total by Bank	\$4,607,926.71				
Total Cash on Hand- All Banks	\$4,770,686.38				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$342.02				
Less Outstanding Checks	\$14,493.70				
Treasurer's Balance	\$4,757,484.70				

All of the accounts referenced above are "City" accounts, reported under the City Federal I.D. #. This is an all inclusive list of such accounts, including all Clerk's Office and Departmental Checking Accounts, same being subject to review during the annual City audit. In addition to the above accounts, the following component units, while legally separate entities from the City, are considered by the auditor to be "so intertwined with the City" that they are also subject to review during the City audit.

- Riverside Gardeners, Inc
- Monticello Firefighters Organization, Inc
- Monticello Emergency Medical Team
- Friends of the Monticello Public Library
- Monticello Youth Baseball & Softball Assn

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
BAKER PAPER CO INC	PD BUILDING SUPPLIES	45.66			
BOSS OFFICE SUPPLIES & SYS INC	PD OFFICE SUPPLIES	21.63			
DIGITAL ALLY, INC.	PD EQUIP REPAIR/MAINT	145.00			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	250.00			
JOHN DEERE FINANCIAL	PD SUPPLIES	15.64			
KARDES INC	PD FUEL	44.74			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	59.29			
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	172.60			
LAPORTE MOTOR SUPPLY	PD EQUIP REPAIR/MAINT	70.08			
MONTICELLO COMM SCHOOL DISTRCT	PD FUEL	708.31			
TCM BANK NA	PD TASER & SUPPLIES	1,493.20			
U.S. CELLULAR	PD CELL PHONES	67.33			
	110 POLICE DEPARTMENT TOTAL		3,093.48		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	223.25			
LASLEY ELECTRIC LLC	SOUTH CEDAR STREETLIGHTS	1,040.00			
	230 STREET LIGHTS TOTAL		1,263.25		
AQUATIC CENTER					
TCM BANK NA	POOL HAZMAT DISPOSAL	110.20			
	440 AQUATIC CENTER TOTAL		110.20		
CEMETERY					
MONTICELLO COMM SCHOOL DISTRCT	CEMETERY FUEL	358.04			
	450 CEMETERY TOTAL		358.04		
SOLDIER'S MEMORIAL BOARD					
MEDIACOM	SLDR MEM TELEPHONE	26.01			
	498 SOLDIER'S MEMORIAL BOARD TOTAL		26.01		
MAYOR AND CITY COUNCIL					
CHRISTINA LUX	COUNCIL MILEAGE	13.92			
	610 MAYOR AND CITY COUNCIL TOTAL		13.92		
ATTORNEY					
TCM BANK NA	ATTORNEY IMAA CONF - HERMAN	65.00			
	641 ATTORNEY TOTAL		65.00		
CITY HALL/GENERAL BLDGS					
FAREWAY STORES #840-1	CH BUILDING SUPPLIES	6.58			
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	331.50			
JACKSON EXPO GROUP INC	CH CONTRACTS - HOME SHOW	600.00			
JONES COUNTY RECORDER	CH RECORDING FEES-RES. 19-140	44.00			
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	330.77			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
BRIAN KRAMER	SNOW REMOVAL - OCTOBER	120.00			
MEDIACOM	CH TELEPHONE	164.73			
MONTICELLO EXPRESS INC	CH ADVERTISING	469.20			
SHRED-MASTER	CH MISC CONTRACT WORK	50.00			
RICHARD TAPIA	CH AUDIT DEPOSIT REFUND	500.00			
TCM BANK NA	CH BUDGET CONF - HINRICHSEN	50.00			
	650 CITY HALL/GENERAL BLDGS TOTAL	2,666.78			
	001 GENERAL TOTAL	7,596.68			
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC	925.57			
BAKER PAPER CO INC	MBC BUILDING SUPPLIES	109.80			
CENTRAL IOWA DISTRIBUTING INC	MBC BUILDING SUPPLIES	188.00			
DENNIS J GRAY	MBC BLDG REPAIR/MAINT	50.00			
JOHN DEERE FINANCIAL	MBC BUILDING SUPPLIES	14.47			
KROMMINGA MOTORS INC	MBC HOLE AUGER RENT	125.00			
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	39.32			
MONTICELLO SPORTS	MBC MENS BASKETBALLS	100.00			
TCM BANK NA	MBC PICKLEBALLS	239.37			
	430 PARKS TOTAL	1,791.53			
	005 MONTICELLO BERNDES CENTER TOTAL	1,791.53			
FIRE					
BRUCE A DUIT	FIRE BLDG REPAIR/MAINT	435.00			
FRESE MOTORS INC	FIRE VAN RENTAL	219.50			
JOHN DEERE FINANCIAL	FIRE EQUIP REPAIR/MAINT	9.99			
LAPORTE MOTOR SUPPLY	FIRE EQUIP REPAIR/MAINT	66.18			
MCALFEER WATER CONDITIONING INC	FIRE EQUIP REPAIR/MAINT	60.55			
DONALD MCCARTHY	FIRE FUEL	102.03			
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	52.00			
	150 FIRE TOTAL	945.25			
	015 FIRE TOTAL	945.25			
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	97.00			
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	45.66			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	135.25			
DAWN BRUS	AMB TRAVEL	158.92			
FRESE MOTORS INC	AMB VEHICLE REPAIR/MAINT	445.23			
KERP'S SERVICE CENTER, INC.	AMB VEHICLE REPAIR/MAINT	173.71			
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	484.58			
TCM BANK NA	AMB EQUIP REPAIR/MAINT	356.48			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
U.S. CELLULAR	AMB CELL PHONES	67.80			
	160 AMBULANCE TOTAL		1,964.63		
	016 AMBULANCE TOTAL		1,964.63		
LIBRARY IMPROVEMENT LIBRARY					
BAKER & TAYLOR BOOKS	LIB IMP PROGRAMS/PROMOTIONS	16.78			
DEMCO INC	LIB IMP SUMMER READING	104.25			
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	64.62			
TCM BANK NA	LIB IMP BOOKS	161.81			
	410 LIBRARY TOTAL		347.46		
	030 LIBRARY IMPROVEMENT TOTAL		347.46		
LIBRARY LIBRARY					
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.41			
DEMCO INC	LIB OFFICE SUPPLIES	31.29			
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	317.28			
MEDIACOM	LIB TELEPHONE	121.38			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	69.98			
MONTICELLO EXPRESS INC	LIB SUBSCRIPTION	49.99			
OVERDRIVE	LIB AUDIO RECORDINGS	90.45			
TCM BANK NA	LIB TRAVEL - TURNIS	465.00			
	410 LIBRARY TOTAL		1,157.78		
	041 LIBRARY TOTAL		1,157.78		
AIRPORT AIRPORT					
BAKER PAPER CO INC	AIRPORT BUILDING SUPPLIES	49.88			
JOHN DEERE FINANCIAL	AIRPORT EQUIP REPAIR/MAINT	103.44			
LAPORTE MOTOR SUPPLY	AIRPORT EQUIP REPAIR/MAINT	101.18			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	216.30			
GARY NAGEL	AIRPORT GROUNDS MAINTENANCE	400.00			
	280 AIRPORT TOTAL		870.80		
	046 AIRPORT TOTAL		870.80		
ROAD USE STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	76.33			
BARD MATERIALS	RU STREET MAINTENANCE SUPPLIES	350.00			
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES	209.50			
BREEDEN TREE SERVICE EAST	RU CHIPPER RENTAL	1,200.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
BROWN SUPPLY CO INC	RU VEHICLE OPERATING SUPPLIES	538.00			
BRIAN CROWLEY	RU VEHICLE OPERATING SUPPLIES	1,700.00			
W.W. GRAINGER, INC	RU SUPPLIES	213.59			
JOHN DEERE FINANCIAL	RU BOOTS - JUNGLING	387.15			
LINDA KAHLER	RU CLOTHING - JUNGLING	498.88			
LAPORTE MOTOR SUPPLY	RU SUPPLIES	218.06			
SCOT MCELMEEL	RU STREET MAINTENANCE CONTRACT	1,797.20			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	491.37			
MONTICELLO EXPRESS INC	RU ADVERTISING	693.18			
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT	338.51			
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	2,016.00			
SPAHN & ROSE LUMBER CO INC	RU SUPPLIES	62.95			
TCM BANK NA	RU VEHICLE OPERATING	774.94			
	210 STREETS TOTAL		11,565.66		
SNOW REMOVAL SNOW-GO, INC.	RU SNOW REMOVAL	324.90			
	250 SNOW REMOVAL TOTAL		324.90		
	110 ROAD USE TOTAL		11,890.56		
TRUST/SLAVKA GEHRET FUND LIBRARY					
BAKER & TAYLOR BOOKS	LIB GEHRET BOOKS	301.45			
MICRO MARKETING LLC	LIB GEHRET BOOKS	15.29			
	410 LIBRARY TOTAL		316.74		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		316.74		
PARK IMPROVEMENT CAPITAL PROJECTS ACCENT CONSTRUCTION	PICKLEBALL COURT	18,680.89			
	750 CAPITAL PROJECTS TOTAL		18,680.89		
	313 PARK IMPROVEMENT TOTAL		18,680.89		
TIF PROJECT STREETS KLUESNER CONSTRUCTION, INC.	N SYCAMORE ST RECONSTRUCTION	510.00			
	210 STREETS TOTAL		510.00		
	325 TIF PROJECT TOTAL		510.00		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CAPITAL IMPROVEMENT					
STREETS					
KLUESNER CONSTRUCTION, INC.	N SYCAMORE ST RECONSTRUCTION		340.00		
	210 STREETS TOTAL		340.00		
AIRPORT					
HDR ENGINEERING INC	CAP IMP - AIRPORT MASTER PLAN		4,970.00		
	280 AIRPORT TOTAL		4,970.00		
	332 CAPITAL IMPROVEMENT TOTAL		5,310.00		
BATY DISC GOLF COURSE					
PARKS					
KEN LIKE TRUCKING COMPANY	BATY DG GROUNDS MAINTENANCE		250.00		
STEVE MONK CONSTRUCTION, LTD.	BATY DG MOWING		90.00		
	430 PARKS TOTAL		340.00		
	338 BATY DISC GOLF COURSE TOTAL		340.00		
C.C. BIDWELL LIBRARY BOOK					
LIBRARY					
TCM BANK NA	LIB BIDWELL BOOKS		266.36		
	410 LIBRARY TOTAL		266.36		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		266.36		
TRUST/IOMA MARY BAKER					
LIBRARY					
OVERDRIVE	LIB BAKER BOOKS		204.01		
	410 LIBRARY TOTAL		204.01		
	503 TRUST/IOMA MARY BAKER TOTAL		204.01		
WATER					
WATER					
BRIAN CROWLEY	WATER VEHICLE OPERATING		394.00		
HYGIENIC LABORATORY	WATER LAB TESTS		52.00		
JOHN DEERE FINANCIAL	WATER SUPPLIES		28.08		
LINDA KAHLER	WATER CLOTHING - PIKE		54.95		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL		162.96		
MUNICIPAL SUPPLY INC	WATER SYSTEM		1,645.29		
TCM BANK NA	WATER ASUS CHROMEBOOK		441.65		
U.S. CELLULAR	WATER CELL PHONE		39.64		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	810 WATER TOTAL		2,818.57		
	600 WATER TOTAL		2,818.57		
CUSTOMER DEPOSITS WATER CITY OF MONTICELLO	WATER DEPOSIT REFUND- MCGOVERN		210.00		
	810 WATER TOTAL		210.00		
	602 CUSTOMER DEPOSITS TOTAL		210.00		
SEWER SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST		3,712.01		
BRIAN CROWLEY	SEWER VEHICLE OPERATING		394.00		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		11.88		
W.W. GRAINGER, INC	SEWER EQUIP REPAIR/MAINT		48.13		
HYGIENIC LABORATORY	SEWER LAB TESTS		2,044.50		
JOHN DEERE FINANCIAL	SEWER OSHA		22.48		
LINDA KAHLER	SEWER CLOTHING - PIKE		54.95		
LASLEY ELECTRIC LLC	SEWER BLDG REPAIR/MAINT		49.00		
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL		162.96		
TCM BANK NA	SEWER EDUCATION - SCHULTZ		420.09		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		1,116.20		
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE		65.68		
	815 SEWER TOTAL		8,101.88		
	610 SEWER TOTAL		8,101.88		
SANITATION SANITATION					
MONTICELLO COMM SCHOOL DISTRCT	SANITATION FUEL		75.65		
MONTICELLO EXPRESS INC	SANITATION ADVERTISING		124.80		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS		10,636.37		
	840 SANITATION TOTAL		10,836.82		
	670 SANITATION TOTAL		10,836.82		
STORM WATER STORM WATER FUND					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
STEVE MONK CONSTRUCTION, LTD.	STORMWATER MAINTENANCE		352.00		
	865 STORM WATER FUND TOTAL		----- 352.00		
	740 STORM WATER TOTAL		----- 352.00		
	Accounts Payable Total		=====		
			74,511.96		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	7,596.68
005 MONTICELLO BERNDES CENTER	1,791.53
015 FIRE	945.25
016 AMBULANCE	1,964.63
030 LIBRARY IMPROVEMENT	347.46
041 LIBRARY	1,157.78
046 AIRPORT	870.80
110 ROAD USE	11,890.56
178 TRUST/SLAVKA GEHRET FUND	316.74
313 PARK IMPROVEMENT	18,680.89
325 TIF PROJECT	510.00
332 CAPITAL IMPROVEMENT	5,310.00
338 BATY DISC GOLF COURSE	340.00
502 C.C. BIDWELL LIBRARY BOOK	266.36
503 TRUST/IOMA MARY BAKER	204.01
600 WATER	2,818.57
602 CUSTOMER DEPOSITS	210.00
610 SEWER	8,101.88
670 SANITATION	10,836.82
740 STORM WATER	352.00
<hr/>	
TOTAL FUNDS	74,511.96

City of Monticello - Monthly Summary - October 1st thru 31st, 2019

11/12/2019

Reviewed by:

Date:

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
GENERAL FUNDS:														
	General	283984.68	475695.19	1939.16		76757.84	28958.33	655902.86	775.00	388703.77	266419.09	5.00	6456.05	655902.86
	Soldiers Memorial Board	12270.58	400.00	0.05		328.84		12341.69						12341.69
	Monticello Berndes Center	53669.25	5713.50	95.59		18836.29		40642.05	100.00	32983.95	7558.10			40642.05
	Dare	6912.81		12.78				6925.59		6925.59				6925.59
	Insurance Fund	29223.17		54.33		3531.00		25746.50		15467.21	10279.29			25746.50
	Monticello Trees Forever	34278.90		63.26				34342.16		34342.16				34342.16
	Fire	290427.72	15535.50	502.81		5080.82		301385.51		15799.12	285586.39			301385.51
	Ambulance Operating	-7278.97	22536.44	26.48	18750.00	43174.70		-9140.77		-24494.83	15354.06			-9140.77
	Hotel/Motel Tax Fund	15589.23		30.11		54.75		15564.59		15564.59				15564.59
	Earl F. Lehmann Trust	237.98						237.98			237.98			237.98
	Street Bond	550.00						550.00		550.00				550.00
	Police Improvement	799.37	14.00	1.54				814.91		814.91				814.91
	Library Improvement	42582.83	104.00	31.79		693.95		42024.67	75.00	13342.05	28682.82			42024.67
	Library	875.44	20451.11	1.54	10208.33	10927.09		20609.33		20534.33				20609.33
	Equipment Set-A-Side	82086.66		142.15				82228.81		2354.53	79874.28			82228.81
	Super Mac	1701.58		3.28		1522.46		182.40		182.40				182.40
	Airport	10113.14	1916.30	16.35		4771.11		-4486.52		-4486.52				-4486.52
	Revolving Loan Fund	39503.07	75.00	70.94				39598.01		13598.41	28052.54			39598.01
SPECIAL REVENUE FUNDS:														
	Road Use Tax	542122.78	47184.03			26301.97		563004.84		61830.24	501174.60			563004.84
	Employee Benefits	300134.94	141004.96	526.94		34223.03		407443.81		150214.26	257229.55			407443.81
	TIF Tax Collections	248568.41	59101.47	1731.53				309421.41		75689.45	233561.96			309421.41
	Slavka Gehret Trust	204247.17		180.00		375.19		204051.98		-31.79	104083.77	100000.00		204051.98
	Police Forfeiture Acct	845.38		1.56				846.94		846.94				846.94
DEBT SERVICE FUNDS:														
	Debt Service	121106.42	121402.38	208.41				242717.21		153836.40	88780.81			242717.21
	TIF - Debt Payments	0.00						0.00						0.00
PERMANENT FUNDS:														
	Park Improvements	23991.74	20590.00	36.63		4650.15		39968.22		39968.22				39968.22
	Library Capital Improvements	3981.28		7.68		1970.00		2018.96		2018.96				2018.96
	Ambulance Improvements	71924.11	3562.50	129.40				75616.01		9714.47	65901.54			75616.01
	TIF Projects	756515.18				314498.97		442016.21		49016.21	393000.00			442016.21
	Cemetery Improvements	50198.96		390.26				50589.22		9522.02	41067.20			50589.22
	Capital Improvements	623125.11	37223.00	1089.09	11761.20	212878.97		460219.43		62739.36	397480.07			460219.43
	Youth Baseball & Softball	0.00						0.00						0.00
	Low Income Housing	14918.12		25.74				14943.86		14943.86				14943.86
	MDC Funds	0.00						0.00						0.00
	Baty Disc Golf Course	12819.18		23.66		800.00		12042.84		11867.87	174.97			12042.84
	Mary Maxine Redmond Trust	8391.53		14.55				8406.08		355.64	8050.44			8406.08
	Pocket Park	13837.37		26.72		6999.86		6864.23		6864.23				6864.23
PERMANENT FUNDS:														
	Cemetery Perpetual Care	164987.30	250.00					165237.30		82750.50	82466.80			165237.30
	Charles S Bidwell Book Trust	83617.01		58.05		63.99		83611.07		127.14	33483.93			83611.07
	Idma Mary Baker Trust	39958.45		89.17		21.20		40006.42		957.21	39049.21	50000.00		40006.42
ENTERPRISE FUNDS:														
	Water Operating	30633.47	40829.13	57.51		21834.48		49685.63		41589.93	8095.70			49685.63
	Customer Deposits	91220.70	1070.00			410.00		91880.70		10308.14	81572.56			91880.70
	Water Capital Improvements	3537.55	421.76	96.15				4055.46		2145.56	1909.90			4055.46
	Sewer Operating	81924.49	52243.63	149.73		27624.18		106693.67		65264.85	41428.82			106693.67
	Sewer Capital Improvements	97655.90	421.76	253.26				98330.92		24844.10	73486.82			98330.92
	Sanitation	45978.78	45530.82	85.02		85347.13		6247.49		6247.49				6247.49
	Sanitation Capital Improvements	20802.98		36.61		10348.97		10490.62		-1898.77	12389.39			10490.62
	Storm Water fund	10356.37	2460.37	20.00		18556.14		-5719.40		-5719.40				-5719.40
	Self Funded Insurance	0.00	3569.65			3569.65		0.00						0.00
	Flex Spending	906.34	311.54			380.00		836.88		836.88				836.88
	Enterprise Flex Spending	343.62	82.90					435.92		435.92				435.92
AGENCY FUNDS														
	TOTAL OF ALL FUNDS	4566197.08	1119710.34	8209.81	40719.53	936632.53	40719.53	4757484.70	960.00	1394791.76	3199158.27	6128.62	156456.05	4757484.70

City of Monticello
Bank Reconciliation Report
For the Month of October 2019

Bank Balance		
General Checking	\$1,408,768.44	
Property Tax & Water	\$3,199,158.27	
Soldiers Memorial Ckg	\$6,060.64	
Earl F Lehmann Trust	\$237.98	
DuTrac Savings	\$5.00	
Soldier Memorial Money Market	\$6,456.05	
		<hr/>
Total Bank Balance		\$4,620,686.38
 Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
		<hr/>
Total Adjustment		\$0.00
 Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$342.02	
		<hr/>
Total Outstanding Credit Card Pymts		\$342.02
 Less Outstanding Checks:		
Financial/Payroll	\$14,318.70	
Soldiers Memorial	\$175.00	
		<hr/>
Total Outstanding Checks		\$14,493.70
 Plus Investments:		
Time Certificates	\$150,000.00	
Petty Cash	\$950.00	
		<hr/>
Total Investments		\$150,950.00
 Treasurer's Balance		<hr/> <hr/>
		\$4,757,484.70

Prepared By: Sally Hinrichsen, City Clerk
Sally Hinrichsen, City Clerk

Reviewed by: Doug Herman, City Administrator 11/12/2019
Doug Herman, City Administrator

City Council Meeting
Prep. Date: 11/14/19
Preparer: Doug Herman



Agenda Item: # 1
Agenda Date: 11/18/19

Communication Page

Agenda Items Description: Public Information Meeting related to USDA Grant Application which seeks funds to assist with the purchase of a new Ambulance.

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: This "Public Information Meeting" is a requirement of the USDA Grant Application process.

Background Information: The Public Information Meeting provides the public an opportunity to comment, object, etc. to the proposed "project" which is, in this case, the purchase of a new Ambulance. The USDA Grant Application seeks financial assistance related to the purchase of a new ambulance at an estimated total cost of \$210,000. City Cost Share \$75,000; MEMT Cost Share \$25,000; USDA Grant Request \$110,000

Recommendation: I recommend that the Mayor briefly explain the proposed purchase, open the floor to public comment, accept public comment, if any, and then close the Public Information Meeting. **(NO ACTION REQUIRED AFTER THE PUBLIC INFORMATION MEETING.)**

MONTECELLO EXPRESS • WEDNESDAY, NOVEMBER 6, 2019

Limestone Bluffs RC&D awarded small business grant

Limestone Bluffs Conservation and Development, Inc. (RC&D) will receive \$33,000 in federal funding to support small business development in Eastern Iowa. USDA is making the award through the Rural Business Development Grant (RBDG) program. Recipients may use the funds to provide technical assistance, training and job-creation activities. Overall, Agriculture Secretary Sonny Perdue approved the award of nearly \$35 million through USDA's grant program to help support the start-up or expansion of rural small businesses. Six of the grants totaling \$303,935 are being awarded to organizations, including Limestone Bluffs RC&D, serving rural Iowans.

Small Business Development Project
Limestone Bluffs RC&D's grant-funded project will provide technical assistance for business development that will create and/or save jobs in small rural communities and adjacent rural areas in Eastern Iowa. Participating businesses

continues to have a dramatic impact on rural communities across Iowa. Since 2009, USDA Rural Development has invested more than \$3 billion on essential public facilities, small and emerging businesses, water and sewer systems, and housing opportunities for Iowa families.

Revolving Loan Also Available to Small Businesses
Limestone Bluffs RC&D has established a successful revolving loan fund that continues to be able to provide financial assistance to small rural businesses for formation, expansion, as working capital or for the acquisition of equipment. In addition to the services available through the RC&D's new small business development program, over \$45,000 is also available to qualifying small businesses through the agency's revolving loan fund. Staff is able to help small businesses one-on-one to succeed in smaller markets.

Scovel adds, "These funds can revitalize and promote positive economic growth on

a local scale and utilization of the lending program can fill a funding gap for new business start-ups."

Contact Limestone Bluffs RC&D

Small businesses interested in assistance through this project or in the agency's revolving loan program are encouraged to contact Limestone Bluffs RC&D with a brief description of their need via email: office@limestonebluffsrd.org no later than Nov 15, 2019. Eligible businesses that apply are not guaranteed assistance through RC&D programs, but all will be reviewed for consideration. Activities associated with the grant-funded program must be completed by June 30, 2020.

Limestone Bluffs Resource Conservation & Development is a private, tax-exempt non-profit organization that works with people, communities and businesses in support of a thriving rural lifestyle for all. To learn more, visit www.limestonebluffsrd.org or contact Lori Scovel, executive director, at 563-221-1930.

PUBLIC NOTICES

Public Information Meeting
The City of Monticello has submitted an application to USDA Rural Development for financial assistance to assist in the purchase of a new ambulance for the Monticello Ambulance Service. The estimated total project cost is \$210,000. The City of Monticello has applied for grant assistance in the amount of \$110,000. A Public Meeting to receive comments about this project will be held on November 18, 2019 at 6:00 p.m. at the regularly scheduled Monticello City Council meeting to be held in the Council Chambers at the Mary Lovell LeVan Renaissance Center. The public will be able to comment on the economic and environmental impacts, service area, alternatives and other items related to this project.

Published in The Monticello, Iowa, Express Nov. 6, 2019.

THE IOWA DISTRICT COURT
JONES COUNTY
Probate No. ESP1903741
NOTICE OF PROBATE OF WILL,
OF APPOINTMENT
OF EXECUTOR AND
NOTICE TO CREDITORS
IN THE MATTER OF
THE ESTATE OF
BETTY ANN HINRICHS,
Deceased.

To All Persons interested in the Estate of Betty Ann Hinrichs, Deceased, who died on or about July 11, 2019:
You are hereby notified that on

the 26th day of October, 2019, the Last Will and Testament of Betty Ann Hinrichs, deceased, bearing date of the 5th day of November, 1981, was admitted to probate in the above named court and that Jerry Hinrichs was appointed executor of the estate. Any action to set aside the will must be brought in the district court of said county within the later to occur of four months from the date of the second publication of this notice or one month from the date of mailing of this notice to all heirs of the decedent and devisees under the will whose identities are reasonably ascertainable, or thereafter be forever barred.

Notice is further given that all persons indebted to the estate are requested to make immediate payment to the undersigned and creditors having claims against the estate shall file them with the clerk of the above named district court, as provided by law, duly authenticated, for allowance, and unless so filed by the later to occur of four months from the second publication of this notice or one month from the date of mailing of this notice (unless otherwise allowed or paid) a claim is thereafter forever barred.

Dated this 25th day of October, 2019.

Jerry Hinrichs,
Executor of Estate
311 East Third Street
Monticello, IA 52310

NICK STRITTMATTER,
ICIS PIN No. 0007655
Attorney for Executor
P.O. Box 229

Monticello, Iowa 52310
Published in the Monticello, Iowa, Express Oct. 30 & Nov. 6, 2019.



Drop Off
NOTICE Pop Cans
at the
Monticello Fire Station

City Council Meeting
Prep. Date: 11/14/2019
Preparer: Doug Herman



Agenda Item: # 2
Agenda Date: 11/18/19

Communication Page

Agenda Items Description: Resolution to approve standard Tax Abatement on Commercial Real Estate located at 712 John Drive.

Attachments & Enclosures:

Application
Resolution

Fiscal Impact:

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

Synopsis: Application for tax abatement received from Brian Crowley related to improvements made on his property.

Background Information: This Resolution provides the tax abatement as set out in the Code for Commercial/Industrial properties, on new value added by the improvement, as follows:

Year 1:	75%
Year 2:	65%
Year 3:	55%
Year 4:	45%
Year 5:	35%

The application indicates that the project was complete in September, 2019. The first year of the abatement will likely be applied to the January 1, 2020 valuation, but that decision will ultimately be up to the Assessor.

Staff Recommendation: I recommend that the Council approve the Standard Tax Abatement as set out above, with the Assessor determining final eligibility.

APPLICATION FOR TAX ABATEMENT UNDER THE
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 11-5-19

Prior Approval for
Intended Improvements _____

Approval of Improvements
Completed _____

Address of Property: 712 Jubu Drive Monticello IA

Legal Description: _____

Title Holder or Contract Buyer Brian Crowley

Address of Owner (if different than above): Same

Phone Number (to be reached during the day): 563-920-2594

Existing Property Use: _____ Residential Commercial _____ Industrial _____ Vacant

Proposed Property Use: _____ Residential Commercial _____ Industrial

Nature of Improvements: _____ New Construction Addition _____ General Improvements

Specify Cold Storage

Estimated or Actual Date of Completion: 9-2-19

Estimated or Actual Cost of Improvements: \$375,000

Tax Exemption Schedule is attached.

Signed: Brian Crowley

The City of Monticello, Iowa

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

RESOLUTION #

**To approve standard Tax Abatement on Commercial Real Estate
located at 712 John Drive, 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, The owner of the property located at 712 John Drive have completed an addition to the building, same housing Crowley's Repair, and have requested the standard commercial tax abatement on said improvements, 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 Brian Crowley, owner of property located at 712 John Drive, Monticello, Iowa, consistent with Chapter 10 of the Monticello Code of Ordinances, and further directs the Monticello City Clerk to file the Application and this Resolution 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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 11/14/2019
Preparer: Doug Herman



Agenda Item: # **3**
Agenda Date: 11/18/19

Communication Page

Agenda Items Description: Resolution to approve Agreement for Services between the City of Monticello and MEP Engineers related to preparation of Berndes Center HVAC Plans and Specifications.

Attachments & Enclosures:

Resolution
Agreement for Services

Fiscal Impact:

Budget Line Item:	005-430-6310
Budget Summary:	Berndes Center
Expenditure:	\$4,800
Revenue:	n/a

Synopsis: Proposed agreement between City and MEP Engineers to design plans and specs for updated Berndes Center HVAC system.

Background Information: This Resolution approves the proposed agreement between the City of Monticello and MEP Engineers for MEP to prepare complete plans and specs that may be used by the City to obtain bids to replace/upgrade all HVAC equipment at the Monticello Berndes Center. The equipment has been determined to have been improperly installed when originally installed and based upon that installation has created break downs and expenses over the years. There are seven (7) units operating in the facility with one of eth seven being totally out of service as parts were needed from it to make a more important unit operate. We have tried to put together informal plans and specs using a contractor/supplier, however, the plans we received were not detailed and left much open for interpretation. To move forward with a competitive bidding process, we really need plans and specifications so that all bids are based upon the same project and at project completion we can verify that the plans and specifications were followed to a "T".

This engineer comes to me on good recommendations and I have met with him on site. I recommend that the proposed agreement be approved. With the plans in hand we will be in a position to go out to bid this winter with an early spring installation schedule.

Staff Recommendation: I recommend that the Council approve the proposed Agreement for Services between MEP Engineers 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 agreement for Services between the City of Monticello and MEP Engineers related to preparation of Berndes Center HVAC Plans and Specifications

WHEREAS, the City of Monticello own the Monticello Berndes Center and has identified the replacement of the HVAC system as a priority, the current system being for the most part 25 years old or so with certain portions of the system not working correctly or at all, with other portions of the system found to have been installed inappropriately when originally installed, and

WHEREAS, the City has sought bids to replace portions of the system and has received bids from local contractors, however, due to the fact that the plans and specifications on which those bids were made were not sufficiently detailed, the bids received were not clearly for the same amount or quality of work, and

WHEREAS, while steps were taken to avoid the cost associated with the preparation of detailed plans and specifications it has become clear that a professional plan set with review during the project and inspection after the project to ensure that all work was performed consistent with the plans is in the long-term best interests of the City, and

WHEREAS, the Council has been presented with an Agreement for Services provided by MEP Engineers, wherein they set out their proposal to prepare plans and specs, be available to answer questions during construction, and to perform a final inspection of the project for the fixed sum of \$4,800 plus reimbursable expenses as noted in the proposed agreement with additional services, if any, to also be invoiced as explained in the agreement, and

WHEREAS, the Council finds that the preparation of plans and specifications is necessary and that the agreement as proposed should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize and direct the City Administrator to execute the Agreement for Services on behalf of the City Council.

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 15th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



Agreement for Services

Date: November 13, 2019

374 Bluff Street
Dubuque, IA 52001

T 563.587.8637

www.MEPengr.com

Client: City of Monticello
Address: 200 East First Street
Monticello, Iowa 52310

Billing Address: (same as above)

Contact Name/Title: Doug Herman / City Administrator
Phone: 319-465-3577
Email: dherman@ci.monticello.ia.us

Engineering
Mechanical
Electrical
Plumbing

Consultant: MEP Engineers, LLC
Address: 374 Bluff Street
Dubuque, Iowa 52001

Contact Name/Title: Dieter Muhlack, Principal
Phone: 563-587-8637, Cell 563-590-8575
Email: DieterM@MEPengr.com

Project

Jones County Fair Grounds - Berndes Center

Project Description

Design HVAC system to replace two twinned furnace units and three individual furnace units and associated condensing units for Berndes Center.

Scope of Basic Services

MEP Engineers will provide design and documentation for project listed above. This includes:

- HVAC construction plans.
- Electrical construction plans.
- HVAC and Electrical Specifications.
- Answering questions during bidding and construction.
- Providing addendum and supplemental drawings during bidding and construction when required to meet code or correct errors.
- Review shop drawings.
- Final inspection.

The basic scope of services includes time for one site visit at for final inspection.

Construction Documents shall be completed within five weeks of receiving existing plans in PDF format.

Compensation for Basic Services

The Consultant will be compensated for the basic services based on a fixed fee of Four Thousand Eight Hundred (\$4,800.00).

Additional services will be charged to the client at \$105 per hour for principal, \$95 per hour for engineer and \$65 per hour for designer.

Services Not Provided

Energy Modeling
Arc-Flash Study
As-Built Drawings
Construction Administration

Reimbursable Expenses

Reimbursable expenses will be billed at 1.10 times the cost to the Consultant. These expenses include but are not limited to the following:

- Expense of reproduction including printed photographs, specifications and other documents, excluding reproductions for the Consultant office use. We will provide PDF files for Client to print or to have printed. Mileage to site at IRS rate.

Client's Responsibility

- The Client shall provide PDF files of existing building architectural, mechanical and electrical plans.
- The Client shall make available to the Consultant full information on the Client's intent with regard to the project requirements.
- The Client will keep the Consultant advised of any changes to the project requirements that may affect the Consultant's work.
- The Client will make available to the Consultant plans, layouts, drawings, reports, etc. and survey of properties.
- The Consultant shall be entitled to rely on the accuracy and completeness of information and services provided by the Client.

Supplementary Additional Services

(To be provided by the Consultant only upon direct authorization by the Client)

Consultant shall be entitled to additional compensation for all services not specified or in excess of those indicated in the Scope of Basic Services. Consultant shall inform Client of the need or provision of any such additional services on a reasonably prompt basis. Such additional services shall include, without limitation, the following items:

- Services and/or consultation not specified and/or in excess of those indicated in the Scope of Basic Services.
- Revisions to previously approved drawings and documents.
- Meetings, conferences, and field trips in excess of those included within Basic Services.
- When professional consultants outside the Consultant staff are required, their services will be billed to the client at 1.10 times the amount billed to the Consultant.

Other Conditions

- **Electronic Data** includes but is not limited to the digital or other electronic form of drawings, specifications, designs, files or other information generated, created, stored or transmitted in connection with the Project in any electronic media including, without limitation, computers, computer-aided design files, electronic documents or files produced by word processing, spread sheet, scheduling, data base and other software programs; *but only to the extent the Electronic Data relates to the Project and is specifically identified in Exhibit A, attached.*
- **Limitation of Liability.** Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant to Client for any property damage or loss regardless of causation, and related costs and fees of any kind, so that the aggregate liability of the Consultant does not exceed MEP Engineers fee for services under this Agreement.
- **Intellectual Property.** The documents are developed as an Instrument of Service. The Consultant retains all intellectual property rights and copyrights to the Instruments of Service with all protections and rights afforded under statute or common law.
- **Mediation.** In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the Client and the Consultant agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to mediation.

The Client and the Consultant further agree to include a similar mediation provision in all agreements with contractors and consultants retained for the Project and to require all contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between the parties to all those agreements.

Each party will bear its attorneys' fees and costs incurred in connection with the mediation. The parties shall share the mediator's fee, expenses, and any filing fees equally. The mediation shall be held in the County where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

- **Jobsite Safety.** Neither the professional activities of the Consultant, nor the presence of the Consultant or its employees and subconsultants at a construction/Project site, shall impose any duty on the Consultant, nor relieve the Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies. The Consultant and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client also agrees that the Contractor shall defend and indemnify the Client, the Consultant and the Consultant's subconsultants. The Client also agrees that the Client, the Consultant and the Consultant's subconsultants shall be made additional insured's under the Contractor's policies of general liability insurance.
- The parties anticipate that the Consultant's services shall be completed within one (1) calendar year from the date of this Agreement. In the event that the Consultant's services extend beyond such time period due to any reason other than Consultant's fault, then the Consultant's compensation shall be equitably increased in an amount as negotiated by the parties.
- The parties agree that there shall be no assignment of this contract unless mutually agreed upon in advance and in writing.
- This Agreement may be terminated by either party upon seven (7) days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. In the event of any premature termination of this Agreement for any reason other than Consultant's breach, the Consultant shall be due compensation, prorated profit and reimbursable expenses up to date of notification of termination. This agreement shall be governed by the law of the place where the Project is located.
- Causes of action between the parties to this Agreement based on acts, failure to act, negligence, fault, breach of contract, warranty, express or implied, shall be brought within, and not after, five (5) years from the date of substantial completion; notwithstanding any provision in this Agreement that might be, or might be claimed, to be contrary.

- Substantial completion is the date when the work subject to this Agreement is sufficiently complete so that the Client can occupy or utilize the work for its intended purpose.

Payment

- All payments shall be made to the Consultant and are due and payable upon receipt of the Consultant's monthly invoice. Accounts for which full payment is not received within 25 days of Owner's payment to Client shall be assessed a service charge and additional charges every 30 days thereafter at 12% APR

This Agreement is comprised of the following documents listed below:

- Agreement for Services Between Client and Consultant
- Exhibit A, Electronic Data Transfer and Delivery

Please let me know if you wish additional information or clarification of our proposal. If you are in agreement with and wish to authorize us to proceed with the project as delineated herein, please return one signed copy to our office. If we receive backgrounds for proceeding with the project, we will take that as agreeing to the above terms.

We sincerely appreciate your consideration of our firm. We look forward to helping you with this challenging and important project.

ACCEPTANCE SIGNATURES

MEP Engineers, LLC

City of Monticello



Signature

Signature

Steven Vance Sallwasser

Name

Name

Principal

Title

Title

November 13, 2019

Date

Date

cc: D. Muhlack

Exhibit A, Electronic Data Transfer and Delivery

In accepting and utilizing any drawings, reports and data on any form of electronic media generated and furnished by the Consultant, the Client agrees that all such Electronic Data are instruments of service of the Consultant, who shall be deemed the author, and shall retain all common law, statutory law and other rights, without limitation, including copyrights.

The Client agrees not to reuse the Electronic Data, in whole or in part, for any purpose other than for the Project. The Client agrees not to transfer the Electronic Data to others without the prior written consent of the Consultant. The Client further agrees to waive all claims against the Consultant resulting in any way from any unauthorized changes to or reuse of the Electronic Data for any other project by anyone other than the Consultant.

The Client and the Consultant agree that any Electronic Data furnished by either party shall conform to the specifications listed in Exhibit A. Any changes to the electronic specifications by either the Client or the Consultant are subject to review and acceptance by the other party. If the Consultant is required to expend additional effort to incorporate changes to the Electronic Data specifications made by the Client, these efforts shall be compensated for as Additional Services.

Electronic Data furnished by either party shall be subject to an acceptance period of five (5) business days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the Electronic Data shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the Electronic Data shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain Electronic Data.

The Client is aware that differences may exist between the Electronic Data delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the Consultant and Electronic Data, the signed or sealed hard-copy construction documents shall govern.

In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees and subconsultants (collectively, Consultant) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from any changes made by anyone other than the Consultant or from any reuse of the Electronic Data without the prior written consent of the Consultant.

Under no circumstances shall delivery of Electronic Data for use by the Client be deemed a sale by the Consultant, and the Consultant makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the Consultant be liable for indirect or consequential damages as a result of the Client's use or reuse of the Electronic Data.

The Design Professional will transmit the Electronic Data identified by category and format as provided in Columns (1) and (2) via the method identified in Column (3) to the Recipient identified in Column (4) for the permitted uses only as authorized in Column (5) and (6); and subject to the other terms and conditions of this Agreement.

Electronic Data (1)	Electronic Data Format (2)	Method of Transmission (3)	Person Designated to Receive the Electronic Data (4)	Uses Client is Authorized to make of the Electronic Data (5)	Comments (6)
Project Agreement and Modifications	PDF	E-mail attachment	Client	Store & view	
General communication, such as meeting notes, agendas, minutes, etc.	PDF	E-mail attachment	Client	Store, view, forward to other members of team.	
Written discription, plans and specifications	PDF or .dwg	E-Mail attachment	Client	Store, View, Reproduce & Distribute	

DEFINITIONS FOR USE IN TABLE 1

Column 1: Electronic Data: *List Electronic Data being transferred.*

Column 2: Electronic Data Format: *List software version and data format.*

Column 3: Method of Transmission: *List method of transmission (for example, E-mail, E-mail Attachment, FTP, CD, Project Web Site, etc.).*

Column 4: Person designated to receive Electronic Data from Design Professional: *Identify person designated to receive Electronic Data.*

Column 5: Uses Receiving Party is Authorized by Design Professional to make of Electronic Data: *Identify permitted uses, such as store and view only, modify as required, integrate without modifying, reproduce and distribute, etc.*

Column 6: Comment: *Enter specific comments, and identify any Confidential Information/Business Propriety (CIBP).*

City Council Meeting
Prep. Date: 11/14/19
Preparer: Doug Herman



Agenda Item: # 4-15
Agenda Date: 11/18/19

Communication Page

Agenda Items Description: Resolution appropriating funds necessary to meet City's obligation to various developers pursuant to previously approved Development Agreements.

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

Attachments & Enclosures:

Resolutions

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Approval of annual appropriations for various developer agreements that call for annual appropriation.

Background Information: The City Council, in most cases, provides that all incentives set out in developer agreements are subject to annual appropriation by the City Council. The agreements include language that guides the Council with regard to the approval on annual appropriations, making clear that it is the intent of the City Council to annually appropriate those sums necessary for the City Council to meet its obligations under the agreements.

The following agreements require annual appropriations and, therefore, all require approval at this time.

1. **IAS:** Corrects last year's estimated appropriation, reducing it to "actual" rebate. Down from estimate of \$3,384 to actual of \$3,242 and appropriating \$3,242, the estimated amount for FY '21. **(The final Rebate Payment will be made in FY '22)**
2. **Royal Flush Truck Wash, Inc.** This will be the first appropriation, in the amount of \$40,000. *(First two Grant Payments of seven total.) (Tax Rebates will not commence until FY '22)* **(The final Rebate Payment will be made in FY '30)**
3. **Althoff Properties:** Corrects last year's estimated appropriation, reducing it to "actual" rebate. Down from estimate of \$4,192 to actual of \$4,070 and appropriating \$4,070, the estimated amount for FY '21. **(The Final "regular" Rebate Payment (at 70%) will be made in FY '22. Thereafter, if the Senior Dining Center remains in the facility, a much smaller rebate, equal to 20% of the eligible taxes paid, will continue.)**

4. **Cobblestone (formerly Boulders):** Corrects last year's estimated appropriation, reducing it to "actual" rebate. Down from estimate of \$65,224 to actual of \$41,836.44 and appropriating \$47,054, the estimated amount for FY '21. **(The final Property Tax Rebate Payment will be made in FY '28 and the final Rebate tied to Hotel/Motel Tax collection will be made in FY '29)**
5. **Bud Johnson / Eastern Iowa Sports Facility:** Corrects last year's estimated appropriation, reducing it to "actual" rebate. Down from estimate of \$2,000 to actual of \$1,934 and appropriating \$1,934, the estimated amount for FY '21. **(The FY '21 payment represents the final Rebate Payment to be paid.)**
6. **Kardes:** Corrects last year's estimated appropriation, reducing it to "actual" rebate. Down from estimate of \$49,842 to actual of \$48,586 and appropriating \$26,800, the estimated amount for FY '21. **(Note: Last \$20,000 "Grant" payment made in FY '20) (The final Rebate Payment will be made in FY '26)**
7. **MC Industries:** Corrects last year's estimated appropriation, reducing it to "actual" rebate. Down from estimate of \$7,180 to actual of \$6,878 and appropriating \$5,896, the estimated amount for FY '21. **(The final Rebate Payment will be made in FY '22)**
8. **Lauren Welter:** This will be the first appropriation in the amount of \$3,675. Lauren purchased this property located at 218 West First Street, Suite A, from B & J Hauling and Excavation. **(The final Rebate Payment will be made in FY '30)**
9. **B & J Hauling & Excavation:** This will be the first appropriation in the amount of \$3,675 to B & J Hauling & Excavation, owner of property located at 218 West First Street, Suite B. **(The final Rebate Payment will be made in FY '30)**
10. **Njs LLC:** This will be the first appropriation in the amount of \$3,675. Njs LLC purchased this property located at 218 West First Street, Suite C, from B & J Hauling and Excavation. **(The final Rebate Payment will be made in FY '30)**
11. **Orbis Mfg.:** Corrects last year's estimated appropriation, reducing it to "actual" rebate. Down from estimate of \$79,342 to actual of \$50,703.16 and appropriating \$71,120, the estimated amount for FY '21. **(The final Rebate Payment will be made in FY '30)**
12. **MercyCare:** This will be the first appropriation to MercyCare in the amount of \$20,000. **(The final Rebate Payment will likely be made in FY '30, depends upon completion of construction.)**

Recommendation: I recommend that the Council approve the proposed Resolutions. (Each Resolution requires separate approval.)

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Innovative Ag. Services under the Development Agreement dated February 15, 2010.

WHEREAS, The Council approved a Development Agreement with Innovative Ag. Services (IAS) by Resolution #10-18 dated February 15, 2010 that provided tax rebate incentives tied to the construction of a new IAS office building on their property, and

WHEREAS, IAS has constructed the new office building as contemplated, and, therefore, the Council finds it appropriate to meet the City's obligation and or agreement to annually appropriate sums from the incremental taxation collected on the new value created by the improvement to meet the tax rebate percentage set out within the Development Agreement, and

WHEREAS, The City, by way of Resolution #18-131, appropriated \$3,384 to meet the City's obligations under the eighth year tax rebate provisions, for FY '20, as set forth within the Development Agreement, said amount being based upon estimated valuations, and

WHEREAS, After final assessments and payment of taxes, the eighth year rebate was calculated to be \$3,242, resulting in the City's appropriation being long in the amount of \$142, this Resolution correcting the estimate to match the actual rebate, decreasing the appropriation from \$3,384 to \$3,242.

WHEREAS, The Council finds that funds should be appropriated for FY '21 in the amount necessary to rebate sums consistent with the Development Agreement, for the ninth year of said rebates, calculated at the rate of 60% of the incremental property taxes less protected levies eligible to be rebated in the estimated total amount of \$3,242, said estimate being based upon the FY '19 valuation and consolidated tax rates, the exact

rebate to be determined after the receipt of final assessment numbers and tax payments made by the Developer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the ninth year, FY '21, of rebate payments to Innovative Ag. Services (IAS) in the estimated amount of \$3,242 and hereby acknowledge the correction of the FY '20 total rebate by reducing the previously estimated sum of \$3,384 to the actual amount of \$3,242.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

**Resolution Appropriating funds necessary to meet the City's
Obligation to Mike Beck and Ken McDermott, known as Royal
Flush Truck Wash, Inc per Development Agreement, dated
March 17, 2014, and as amended, dated June 3, 2019**

WHEREAS, The Council approved a Development Agreement with Mike Beck and Ken McDermott, known as Royal Flush Truck Wash, Inc Resolution #17-35 dated April 3, 2017, and amended by Resolution #19-77, dated June 3, 2019.

WHEREAS, The agreement provided for seven (7) Grant payments of \$20,000 each, in addition to property tax rebates on the improvements over a period of ten (10) years, at percentages set forth in the agreement, and

WHEREAS, The City did not appropriate or make any rebates to the Developer during FY '19 due to the fact that the property was not substantially completed or assessed at that time. Council finds that funds should be appropriated in the amount necessary to make the first and second grant payments for FY '20 and FY '21 due to Royal Flush Truck Wash Inc., in the amount of \$20,000 each, totaling \$40,000.

WHEREAS, The City finds that the improvements were deemed substantially complete on or about November 01, 2019, same being the subject of the Development Agreement, that tax rebates will not commence until FY' 22, as the first tax rebate is to be made after the property has been fully valued and assessed for tax purposes near 100%, and

WHEREAS, The City has not, prior hereto, appropriated any sums or made any payments to the developer pursuant to the terms of the Development Agreement, and

WHEREAS, The Council finds that funds should be appropriated in the amount necessary to make the first and second grant payments of \$20,000 each, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the first two grant payments as set out above due under the Development Agreement in the amount of \$40,000.

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 21st day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Althoff Properties, LLC per Development Agreement dated April 18, 2011

WHEREAS, The Council approved a Development Agreement with Althoff Properties, LLC, also known as Maryville Partnership, by Resolution #11-56 dated April 18, 2011, and

WHEREAS, The agreement provided for property tax rebates over a period of twenty (20) years at percentages and under conditions as set forth in the agreement, and

WHEREAS, The agreement provided that the City would rebate to Althoff 70% of property taxes to be paid by Althoff during the eighth year the property was subject to taxation and paid to the City, and the Council by Resolution #18-132 appropriated \$4,192 to satisfy said obligation, based upon estimated valuations, and

WHEREAS, After final assessments and payment of taxes, the eighth year rebate came in at \$4,070, resulting in the City's appropriation being long in the amount of \$122, and it is necessary to correct the past Resolution decreasing the appropriation from \$4,192 to \$4,070, and

WHEREAS, Based upon information obtained from the Jones County Auditor it is estimated that the City's tax rebate obligations under the Development Agreement for the ninth year, FY 2021, will total approximately \$4,070, same being equal to 70% of the property taxes paid by Althoff during FY 2021 and paid to the City, the exact amount of said rebate to be determined after the final assessment on the property has been approved and taxes paid.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the ninth year, FY '21, of rebate payments to

Althoff in the estimated amount of \$4,070 and hereby acknowledges the correction of the FY '20 total rebate by decreasing the previously estimated sum of \$4,192 to the actual amount of \$4,070.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

**Resolution Appropriating funds necessary to meet the City's
Obligation to Cobblestone Inn & Suites (formerly known as Boulders Inn
Monticello) under the Development Agreement
dated October 5, 2015; as amended November 20, 2017.**

WHEREAS, The Council approved a Development Agreement with Cobblestone Inn & Suites (formerly known as Boulders Inn Monticello) by Resolution #15-86 dated October 5, 2015, and amended agreement by Resolution #17-137 dated November 20, 2017, and

WHEREAS, The agreement provided for two Grant payments of \$18,400 each related to the land purchase, with both having previously been paid, the first in May, 2016 and the second in May, 2017, and

WHEREAS, The agreement also provided for grant payments related to Hotel/ Motel Tax Receipts, payable over eleven (11) years, at percentages set forth in the agreement; as amended, modified the rebate schedule from an annual payment schedule to a bi-annual payment schedule. The schedule will be slightly modified to match the bi-annual rebate periods with the Hotel/Motel Tax reporting periods by Cobblestone and allow Cobblestone to submit their Hotel/Motel tax report to the City, which will create one seven (7) month rebate, from 6/1/2017 through 12/31/2017, after which all rebates will be based upon six (6) month schedules (1/1 through 6/30 and 7/1 through 12/31) but for the last rebate period which will end on May 31, 2026, and

WHEREAS, In addition, the agreement provided for property tax rebates on the improvements over a period of ten (10) years at percentages set forth in the agreement, and

WHEREAS, Based upon estimated completion dates of the Hotel, same being the subject of the Development Agreement, tax rebates were not to begin until FY' 19, as the first tax rebate is to be made after the property has been fully valued and assessed. The occupancy permit was issued on May 16, 2016 and the first year of grant payments related to Hotel/Motel Tax receipts, payable over eleven (11) years at percentages set forth in the agreement, as amended, began in FY '17, and

WHEREAS, The City, by way of Resolution #18-134, appropriated \$65,224 to meet the City's obligations related to the third year grant payment of Hotel/Motel Taxes in FY '19 and second year tax rebate payments in FY '20 based upon the FY '18 valuation and consolidated tax rates, with the exact rebate to be determined after the receipt of final assessment numbers and tax payments made by the developer, and

WHEREAS, After final assessments and payment of Hotel/Motel tax receipts, the third year grant payments, which was paid in FY '19, related to Hotel/Motel Tax receipts came in at \$13,190.44, and the second year property tax rebate, came in at \$28,646, with a total appropriation of \$41,836.44 for FY '20, resulting in the City's overall being long in the amount of \$23,387.56. This Resolution correcting the estimate to match the actual grant and rebate, decreasing the appropriation from \$65,224 to \$41,836.44, which includes the third year grant payment and second year property tax rebate, and

WHEREAS, The Council finds that funds should be appropriated for FY '21 in the amount necessary to rebate sums and to meet grant obligations consistent with the Development Agreement in the following estimated amounts:

1. \$20,000 to meet the City's fourth year grant obligations to related to the collection and payment of Hotel/Motel Taxes by Cobblestone Inn from January 1, 2019 to December 31, 2019, with the exact amount of the Hotel/Motel Tax rebate to be determined after the receipt of proof of the collection and payment of said taxes by Cobblestone Inn to the State of Iowa. These grant payment will be paid by the City in FY '20 to Cobblestone, and
2. \$27,054 to be rebated according to the terms of the Development Agreement, calculated at the rate of 85% of those taxes determined eligible for rebate in FY '21, said estimate being based upon the FY '19 valuation and consolidated tax rates, with the exact rebate to be determined after the receipt of final assessment numbers and tax payments made by the developer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the fourth year, FY '20, of Hotel/Motel Tax grant and third year of rebate payments for FY '21 to Cobblestone Inn & Suites in the estimated amount of \$47,054, and hereby acknowledges the correction of the FY '19 total Hotel/Motel Tax grant and FY '20 rebate by reducing the previously estimated sum of \$65,224 to the actual amount of \$41,836.44.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest: _____
Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Robert "Bud" Johnson under the Development Agreement dated February 15, 2010

WHEREAS, The Council approved a Development Agreement with Robert "Bud" Johnson that provided tax rebate incentives tied to the development of the Eastern Iowa Sports Facility, by Resolution #10-19 dated February 15, 2010, and

WHEREAS, Robert "Bud" Johnson has constructed the Eastern Iowa Sports Facility as contemplated, and, therefore, the Council finds it appropriate to meet the City's obligation and or agreement to annually appropriate sums from the incremental taxation to be collected from new value created by the improvement to meet the tax rebate percentage set out within the Development Agreement, and

WHEREAS, The City, by way of Resolution #18-129, appropriated \$2,020 to meet the City's obligations under the ninth year tax rebate provisions, for FY '20, as set forth within the Development Agreement, said amount being based upon estimated valuations, and

WHEREAS, After final assessments and payment of taxes, the ninth year rebate was calculated to be \$1,934, resulting in the City's appropriation being long in the amount of \$86, this Resolution correcting the estimate to match the actual rebate, decreasing the appropriation from \$2,020 to \$ 1,934, and

WHEREAS, The Council finds that funds should be appropriated for FY '21 in the amount necessary to rebate sums consistent with the Development Agreement, for the tenth and final year of said rebates, calculated at the rate of 60% of the incremental taxes less protected levies during FY '21 eligible to be rebated in the estimated total amount of \$1934,

said estimate being based upon the FY '19 valuation and consolidated tax rates, the exact rebate to be determined after the receipt of final assessment numbers and tax payments made by the developer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the tenth year, FY '21, of rebate payments to Robert "Bud" Johnson in the estimated amount of \$1,934 and hereby acknowledges the correction of the FY '20 total rebate by reducing the previously estimated sum of \$2,020 to the actual amount of \$1,934.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Kardes Inc. per Development Agreement dated March 17, 2014

WHEREAS, The Council approved a Development Agreement with Kardes Inc by Resolution #14-31 dated March 17, 2014, and

WHEREAS, The agreement provided for six Grant payments of \$20,000 each, in addition to property tax rebates on the improvements over a period of ten (10) years, at percentages set forth in the agreement, and

WHEREAS, The City, by way of Resolution #18-133, appropriated \$49,842 to meet the City's obligations for sixth and final grant payment and fourth year tax rebate payments in FY '20 based upon estimated valuations, and

WHEREAS, After final assessments and payment of taxes, the fourth year rebate, not including the predetermined \$20,000 grant, came in at \$28,586, with a total appropriation of \$48,586 for FY' 20, resulting in the City's overall being long in the amount of \$1,256, this Resolution correcting the estimate to match the actual rebate, decreasing the appropriation from \$49,842 to \$48,586, which includes the 6th and final grant payment, and

WHEREAS, The Council finds that funds should be appropriated for FY '21 in the amount necessary to rebate sums consistent with the Development Agreement, including the fifth year rebates calculated at the rate of 75% of those taxes determined eligible to be rebated according to the terms of the Development Agreement, in the estimated total amount of \$26,800, said estimate being based upon the FY '19 valuation and consolidated tax rates, with the exact rebate to be determined after the

receipt of final assessment numbers and tax payments made by the developer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the fifth year of rebate payments for FY '21 to Kardes Inc. in the estimated amount of \$26,800 and hereby acknowledges the correction of the FY '20 total rebate by decreasing the previously estimated sum of \$49,842 to the actual payment of \$48,586.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to MC Industries under the Development Agreement dated August 2, 2010.

WHEREAS, The Council approved a Development Agreement with MC Industries by Resolution #10-96 dated August 2, 2010, and

WHEREAS, The agreement provided for five Grant payments in the amount of \$20,000 each and property tax rebates over a period of ten (10) years at percentages and under conditions as set forth in the agreement, and

WHEREAS, The City, by way of Resolution #18-130, appropriated \$7,180 to meet the City's obligations under the eighth year tax rebate provisions, FY '20, of the agreement based upon estimated valuations, and

WHEREAS, After final assessments and payment of taxes, the eighth year rebate came in at \$6,878, resulting in the City's appropriation being long in the amount of \$302, this Resolution correcting the estimate to match the actual rebate, decreasing the appropriation from \$7,180 to \$6,878, and

WHEREAS, The Council finds that funds should be appropriated for FY '21 in the amount necessary to rebate sums consistent with the Development Agreement, for the ninth year of said rebates, calculated at the rate of 60% of those taxes determined eligible to be rebated according to the terms of the Development Agreement, in the estimated total amount of \$5,896, said estimate being based upon the FY '19 valuation and consolidated tax rates, with the exact rebate to be determined after the receipt of final assessment numbers and tax payments made by the developer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the ninth year, FY '21, of rebate payments to MC Industries in the estimated amount of \$5,896 and hereby acknowledges the correction of the FY '20 total rebate by decreasing the estimated sum of \$7,180 to the actual amount of \$6,878.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Lauren Welter, successor owner of 218 West First Street, Suite A per Development Agreement dated October 2, 2017

WHEREAS, The Council approved a Development Agreement with B & J Hauling and Excavation by Resolution #17-111 dated October 2, 2017, and

WHEREAS, The agreement provided for two (2) Grant payments totaling of \$20,000 to the developer to demolish the building; in addition to property tax rebates on the improvements totaling \$37,500 over a period of ten (10) years, at percentages set forth in the agreement, and

WHEREAS, The City has appropriated the grant payments totaling \$20,000 to the developer pursuant to the terms of the Development Agreement, and

WHEREAS, The City has not, prior hereto, appropriated any property tax rebates to the developer and/or successor owners of the three storefronts. The City has agreed to appropriate property tax rebates in an aggregated total of \$37,500, pursuant to the terms of the Development Agreement, and

WHEREAS, Based upon the completion dates of the B & J Hauling and Excavation's three unit storefront building, same being the subject of the Development Agreement, that tax rebates will begin in FY '21, as the first tax rebate is to be made after the property has been fully valued and assessed, and

WHEREAS, The Council finds that funds should be appropriated in the amount necessary to rebate first year taxes in the amount of \$3,675 as set forth in the Development Agreement for 218 West First Street, Suite A owned by Lauren Welter, successor owner of the storefront, for FY '21 calculated at the rate of 85% of those taxes determined eligible to be

rebated according to the terms of the Development Agreement, in the estimated total amount of \$3,675, said estimate being based upon the FY '19 valuation and consolidated tax rates, with the exact rebate to be determined after the receipt of final assessment numbers and tax payments by the owner.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay property tax rebate payments to Lauren Welter owner of 218 W First Street, Suite A, that will be due under the Development Agreement in the amount of \$3,675.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to B & J Hauling and Excavation per Development Agreement dated October 2, 2017

WHEREAS, The Council approved a Development Agreement with B & J Hauling and Excavation by Resolution #17-111 dated October 2, 2017, and

WHEREAS, The agreement provided for two (2) Grant payments totaling of \$20,000 to the developer to demolish the building; in addition to property tax rebates on the improvements totaling \$37,500 over a period of ten (10) years, at percentages set forth in the agreement, and

WHEREAS, The City has appropriated the grant payments totaling \$20,000 to the developer pursuant to the terms of the Development Agreement, and

WHEREAS, The City has not, prior hereto, appropriated any property tax rebates to the developer and/or successor owners of the three storefronts. The City has agreed to appropriate property tax rebates in an aggregated total of \$37,500, pursuant to the terms of the Development Agreement, and

WHEREAS, Based upon the completion dates of the B & J Hauling and Excavation's three unit storefront building, same being the subject of the Development Agreement, that tax rebates will begin in FY '21, as the first tax rebate is to be made after the property has been fully valued and assessed, and

WHEREAS, The Council finds that funds should be appropriated in the amount necessary to rebate first year taxes In the amount of \$3,675 as set forth in the Development Agreement for 218 West First Street, Suite B owned by B & J Hauling and Excavating, for FY '21 calculated at the rate of 85% of those taxes determined eligible to be rebated according to the terms

of the Development Agreement, in the estimated total amount of \$3675, said estimate being based upon the FY '19 valuation and consolidated tax rates, with the exact rebate to be determined after the receipt of final assessment numbers and tax payments by the owner.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay property tax rebate payments to B & J Hauling and Excavating owner of 218 W First Street, Suite B, that will be due under the Development Agreement in the amount of \$3,675.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Njs LLC, successor owner to B & J Hauling and Excavation per Development Agreement dated October 2, 2017

WHEREAS, The Council approved a Development Agreement with B & J Hauling and Excavation by Resolution #17-111 dated October 2, 2017, and

WHEREAS, The agreement provided for two (2) Grant payments totaling of \$20,000 to the developer to demolish the building; in addition to property tax rebates on the improvements totaling \$37,500 over a period of ten (10) years, at percentages set forth in the agreement, and

WHEREAS, The City has appropriated the grant payments totaling \$20,000 to the developer pursuant to the terms of the Development Agreement, and

WHEREAS, The City has not, prior hereto, appropriated any property tax rebates to the developer and/or successor owners of the three storefronts. The City has agreed to appropriate property tax rebates in an aggregated total of \$37,500, pursuant to the terms of the Development Agreement, and

WHEREAS, Based upon the completion dates of the B & J Hauling and Excavation's three unit storefront building, same being the subject of the Development Agreement, that tax rebates will begin in FY '21, as the first tax rebate is to be made after the property has been fully valued and assessed, and

WHEREAS, The Council finds that funds should be appropriated in the amount necessary to rebate first year taxes in the amount of \$3,675, as set forth in the Development Agreement for 218 West First Street, Suite C owned by Njs LLC, successor owner of the storefront, for FY '21 calculated at the rate of 85% of those taxes determined eligible to be rebated

according to the terms of the Development Agreement, in the estimated total amount of \$3,675, said estimate being based upon the FY '19 valuation and consolidated tax rates, with the exact rebate to be determined after the receipt of final assessment numbers and tax payments by the owner.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay property tax rebate payments to Njs LLC owner of 218 W First Street, Suite C, that will be due under the Development Agreement in the amount of \$3,675.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Orbis Manufacturing, a subsidiary of Menasha Corporation per Development Agreement dated April 3, 2017, as amended by Resolution 19-27, dated April 15, 2019

WHEREAS, The Council approved a Development Agreement with Orbis Manufacturing, a subsidiary of Menasha Corporation by Resolution #17-35 dated April 3, 2017, and amended agreement by Resolution #19-27 dated April 15, 2019, and

WHEREAS, The agreement provides for property tax rebates on the improvements over a period of ten (10) years at percentages set forth in the agreement, and was amended to include four (4) additional Grant payments over a period of four (4) years for water main installation, and

WHEREAS, The City has by Resolution #19-90, appropriated one grant payment to Boomerang, on behalf of Orbis in the amount of \$50,703.16, related to the installation of a water main, as was approved by Resolution #19-90 in lieu of the four (4) additional Grant payments totaling \$79,342.00 over a period of four (4) years for water main installation, which is a savings of \$28,638.84 as approved by Resolution #19-27 dated April 15, 2019, and

WHEREAS, Based upon estimated completion dates of the Orbis warehouse, same being the subject of the Development Agreement, that tax rebates will not begin until FY' 21, as the first tax rebate is to be made after the property has been fully valued and assessed, and

WHEREAS, The Council finds that funds should be appropriated for FY '21 in the amount necessary to rebate first year estimated taxes amount of \$71,120 as set forth in the Development Agreement, calculated at the rate of 100% of those taxes determined eligible to be rebated according to the terms of the Development Agreement, said estimate being based upon the FY '19 valuation and consolidated tax rates, with the exact rebate to be

determined after the receipt of final assessment numbers and tax payments by the developer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the first year, FY '21, of rebate payments to Orbis in the estimated amount of \$71,120 and hereby acknowledges the correction of the total grant payment by reducing the previously estimated sum of \$79,342.00 to the actual amount of \$50,703.16.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

The City of Monticello, Iowa

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

RESOLUTION

Resolution Appropriating funds necessary to meet the City's Obligation to Mercy Care Management, Inc per Development Agreement, dated July 7, 2019

WHEREAS, The Council approved a Development Agreement with Mercy Care Management, Inc with Resolution #19-100 dated July 15, 2019.

WHEREAS, The agreement provided for two (2) Grant payments of \$20,000 each, in addition to property tax rebates on the improvements over a period of ten (10) years, at percentages set forth in the agreement, and

WHEREAS, The City did not appropriate or make any rebates to the Developer during FY '19 due to the fact that the property was not substantially completed or assessed at that time. Council finds that funds should be appropriated in the amount necessary to make the first grant payments for FY '21 due to Mercy Care Management, Inc., in the amount of \$20,000.

WHEREAS, The City has not, prior hereto, appropriated any sums or made any payments to the developer pursuant to the terms of the Development Agreement, and

WHEREAS, The Council finds that funds should be appropriated in the amount necessary to make the first grant payments of \$20,000, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monticello does hereby formally appropriate funds necessary to meet the City's obligation to pay the first grant payment that will be due under the Development Agreement in the amount of \$20, 000.

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 21st day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 11/14/19
Preparer: Doug Herman



Agenda Item: # 16
Agenda Date: 11/18/19

Communication Page

Agenda Items Description: Resolution to approve TIF certification for FY 2021.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Sally files TIF Certification annually with County Auditor. Council should discuss and give direction on amount of TIF to certify.

Background Information: For a number of years the maximum amount of increment was collected by the County on our behalf and deposited into our TIF fund. The City may collect the maximum every year so long as the total City collections do not exceed the total City obligations. We have only certified the TIF necessary to meet our obligations over the last number of years, usually certifying approximately \$700,000 to \$750,000. (The certification took a dip last year to just over \$200,000)

When TIF is de-certified one year, it can be certified the next, etc., it is an annual decision.

When TIF is "certified" the dollars go into our TIF fund, not our general fund. This is good for the TIF fund, as those funds can be used for eligible TIF projects, however, if we continually deposit all TIF, or "increment", into the TIF fund the General Fund deposits will not grow, and it will be difficult to meet inflationary increases without looking at deductions to staff or services. For example, if a house in a TIF district was worth \$100,000 when it went into the TIF district and is now worth \$250,000, the taxes on the original \$100,000 will get divided amongst all the taxing entities normally, with the City, County, School, Kirkwood, etc. getting their piece. The taxes on the new value or "Increment" of \$150,000 will, IF CERTIFIED, go to the City TIF fund. The taxes on the new value or "Increment" will, IF DE-CERTIFIED, be divided just like the pre-TIF value of \$100,000, amongst all the various taxing entities, which includes the City of Monticello General Fund.

TIF increment does not affect certain protected levies, such as the City and School Debt Service levies and the school PPEL (Physical Plant and Equipment Levy). These levies are applied and collected against all assessed value and will not change whether we certify or de-certify a portion of the "Increment". The Certification / De-Certification decision only has a direct impact on our general fund.

In the last five years the Council has certified \$210,385 (FY '20) \$750,000 (FY '19) and \$700,000 (FY '16, '17, and '18). This year's certification is proposed to be \$600,000. Total increment available for collection is in the neighborhood of \$2 million.

The increase in the certification from last year to this year is tied to the obligations to the following TIF projects/agreements: N. Sycamore Street project, Royal Flush Truck Wash, Orbis, Brian Monk, Lauren Welter, Nancy Jesenovec, and MercyCare.

Staff Recommendation: Sally and I recommend that the Council approve a TIF certification of \$600,000 for FY 2021.

The City of Monticello, Iowa

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

RESOLUTION #

Approving FY 2021 TIF Certification

WHEREAS, The City of Monticello is required to prepare and file a TIF certification with the County Auditor on an annual basis, and

WHEREAS, The purpose of the TIF certification is to identify the sums that need to be collected for deposit into the City TIF fund so that the TIF fund can meet its' debt obligations, with the caveat that the funds collected and on hand by the City cannot exceed the total outstanding balance of TIF related debt and obligations, and

WHEREAS, The City Council has reviewed the proposal of the City Administrator and City Clerk with regard to a proposed TIF certification, and finds that the City should certify the intent to collect \$600,000.00 in increment, de-certifying for FY 2021 the balance of increment that could be collected.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the City Clerk to request the certification of TIF in such an amount as to bring about the collection and deposit into the City TIF fund the sum of \$600,000.00 for FY 2021.

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 11/14/19
Preparer: Doug Herman



Agenda Item: # 17
Agenda Date: 11/18/19

Communication Page

Agenda Items Description: Resolution approving the use of Tax Increment Financing receipts to cover a portion of the Professional Fees invoiced by PFM, the City's financial advisor, in relation to the N. Sycamore Street Reconstruction Bond Issue

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

TIF – Capital Improv.

\$9,776.66

Synopsis: The City incurs fees from both our Financial Advisor (PFM) and Bond Counsel (Dorsey & Whitney) when money is borrowed. The N. Sycamore Street is partially a TIF project and partially a General Obligation Debt Service project, therefore, some fees should be paid from TIF and some from Debt Service.

Background Information: The N. Sycamore Street project debt is being repaid with TIF and Debt Service revenues. The split is 60% TIF and 40% Debt Service. The invoice from PFM, the City Financial Advisor who prepares and processes the bond issue, totaled \$16,294.44. The purpose of this Resolution is to approve the payment of 60% of that expense from TIF revenues, or \$9,776.66, with the balance to be paid from debt service. (Note: We haven't received a final invoice from Dorsey & Whitney which will likely come this spring as we finalize the final assessments. When that is received, I will propose a similar resolution for consideration and approval.)

Staff Recommendation: I recommend that the proposed Resolution be approved.

The City of Monticello, Iowa

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

RESOLUTION

Resolution approving the use of Tax Increment Financing receipts to cover a portion of the Professional Fees invoiced by PFM, the City's financial advisor, in relation to the N. Sycamore Street Reconstruction Bond Issue.

WHEREAS, The City of Monticello previously established the Original Urban Renewal Area and Urban Renewal Plan for the City which has been amended from time to time, and

WHEREAS, The Monticello City Council chose to proceed with the reconstruction of North Sycamore Street and determined that borrowing funds for that purpose would be necessary and in the best interest of the City, and

WHEREAS, The costs and expenses of the N. Sycamore Street reconstruction project were approved to be paid with both Tax Increment Financing and the Debt Service levy, with 60% to be repaid with TIF and 40% to be repaid via the Debt Service Levy, and

WHEREAS, The professional fees invoiced by PFM in relation to the N. Sycamore Street financing totaled \$16,294.44, therefore, 60% or \$9,776.66 is payable from TIF and 40% or \$6,517.78 is payable from the Debt Service Levy.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Monticello, Iowa does hereby approve of the use of Tax Increment Financing collections to pay 60% of the total fees invoiced by PFM Financial Services related to N. Sycamore Street Reconstruction financing in the amount of \$ 9,776.66

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 18th day of November, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk