

City of Monticello, Iowa

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Final Agenda Posted on February 14, 2020 at 12:00 p.m.

Monticello City Council Regular Meeting February 17, 2020 @ 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:	Gary Feldmann	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	Amb. Dpt. Lead Par.:	Lori Lynch

- 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	February	04, 2020
Approval of Payroll	February	13, 2020
Approval of Bill List		
Approval of Treasurer's Report for January, 2020		
Approval of Monticello Fire Department 2020 Roster		
Approval of Dave Goedken and Doug Herman to serve as City Representatives on Jones County Solid Waste Landfill Commission		

Public Hearing and Resolutions Related Thereto:

1. **Public Hearing** Re: Resolution of Necessity Re: 2020 E. 7th Street project.
2. **Resolution** approving Resolution of Necessity Re: 2020 E. 7th Street project.

Motions: None

Resolutions:

3. **Resolution** to approve investment in Jones County Safe and Healthy Youth Coalition.
4. **Resolution** Scheduling Public Hearing on proposed plans, specifications, form of contract and estimate of cost for the 2020 E. 7th Street Reconstruction Project, approving the form of notice, and the taking of bids therefor.

5. **Resolution** to approve Bill of Sale and Security Agreement, City purchase of two Airport Hangars from Monticello Aviation.
6. **Resolution** to approve Contract between City of Monticello and Crawford Company Re: Berndes Center HVAC project.
7. **Resolution** scheduling Public Hearing on FY '21 City of Monticello Budget for March 16, 2020.
8. **Resolution** to approve location of proposed "Inclusive Playground" and authorization to pursue grants and fundraising for said purpose.
9. **Resolution** acknowledging and approving Letter of Conditions and authorizing Mayor to execute Request for Obligation of Funds and Letter of Intent to Meet Conditions related to USDA Grant, in an amount not to exceed \$73,000 to assist with the cost of purchasing a new ambulance.

Ordinances: None

Reports / Potential Action

- **Park and Recreation Dpt. Report**
- **Police Chief / Ambulance Administrator Report**
- **City Administrator Report**
 - Royal Flush desire to lease space for sale of new trailers. Signage?
 - Catalyst Grant update. (Invitation to submit Full Grant received.)
 - City of Monticello Rules of Order & Procedure for Conduct of City Council Business review / discussion. (Action item on next agenda)

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
February 4, 2020 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Gary Feldmann, Candy Langerman and Chris Lux. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Library Director Michelle Turnis and City Engineer A. J. Barry. Council member Tom Yeoman was absent.

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

Goedken moved to approve the consent agenda, include appointing Butch Pratt to the Board of Adjustment and Nick Sauser to P & Z Board. Langerman seconded, roll call unanimous.

Mayor Wolken opened the public hearing on the proposed Property Tax Levy dollars for Fiscal Year July 1, 2020 through June 30, 2021. Staff received no written comments. Hinrichsen reported the receipt of three Facebook questions to which she replied. Herman explained that the increase in the TIF certification lowered the revenues received by the General Fund. Herman reported that the City's total 384.15A Maximum Tax Levy dollars will decrease by 6.26% from last fiscal year, however the City's overall tax rate as proposed will remain the same as last year. Mayor Wolken closed the hearing on the proposed Property Tax Levy for dollars for Fiscal Year July 1, 2020 through June 30, 2021. Langerman moved to approve Resolution #2020-16 Approval of FY 2021 Maximum Property Tax Dollars, Lux seconded, roll call unanimous.

Herman received a request from Senior Dining for \$5,025.00, which is an increase over last year. Senior Dining uses a formula based on the number of meals served at Monticello Center, which are not all residents of Monticello. Goedken moved to approve Resolution #2020-17 Approving FY '21 Senior Dining Funding request in the amount of \$5,025.00, Hanken seconded, roll call unanimous.

Herman reported the receipt of three bids associated with the Berndes Center HVAC system. Crawford Company, from Dubuque, was the low bidder with a bid in the amount of \$161,084.00. The engineer that designed the plans and specs for the HVAC reported several issues with the manner in which the current HVAC system was installed and also noted various changes in Code requirements since the initial installation. Goedken moved to approve Resolution #2020-18 Accepting Berndes Center HVAC Bids and to review and negotiate contract with low bidder, Langerman seconded, roll call unanimous. Herman will bring proposed contract with low bidder to next Council meeting for consideration.

Herman reviewed the 2020 E. 7th Street Reconstruction Project plans, bidding options and proposed assessment process. Goedken moved to approve Resolution #2020-19 Preliminary resolution pursuant to Section 384.42 of the Iowa Code related to the 2020 E. 7th Street Reconstruction Project, Feldman seconded, roll call unanimous.

Lux moved to approve Resolution #2020-20 to Adopt the Preliminary Plans and Specifications, Preliminary Assessment Plat and Schedule and Estimate of Project Costs related to the 2020 E. 7th Street Reconstruction Project, Langerman seconded, roll call unanimous.

Regular Council Meeting
February 4, 2020

Goedken moved to approve Resolution #2020-21 Scheduling a Public Hearing on Proposed Resolution of Necessity related to the 2020 E. 7th Street Reconstruction Project, Langerman seconded, roll call unanimous. Public Hearing was set for February 17th at 6:00 PM.

Herman updated Council on the Iowa Ride coming to Monticello in July, around 1,000 riders are registered at this time. This number does not include the support drivers or non-registered riders.

Herman reported RAGBRIA will be coming to Anamosa during Fair Week on Thursday evening.

Herman updated the Council on the Hometown Pride plans to order banners to be placed on the light poles.

Herman updated the Council on the Steve Intlekofer property along South Cedar Street, which is currently zoned R-1, not R-2 as it appears is the owner's intended or desired use.

Herman worked with Jones County Economic Development Executive Director, Derek Lumsden to collect estimates from various contractors needed to prepare and submit the State of Iowa Catalyst Grant Pre-application related to the proposed renovation of the City owned building located at 103 West First Street.

Herman reported meeting with the new owner of the former MedPlast building. A portion of the building will reportedly be used for warehousing with options remaining under consideration for the balance of the building.

Herman reported meeting with the owner of a light industrial business owner considering Monticello as the future home for their business. They would employ around 50 people and are currently looking at property along Welter Drive.

Wolken reported receiving a letter from the Iowa League of Cities, who has endorsed Polco, a platform that helps improve how residents and city officials communicate. Polco uses online surveys to bring the voice of everyday residents to the community leaders.

Wolken reported that he has reviewed the Administrator's evaluation with the City Administrator. He suggested that while he and most of the Council stop in to see the Administrator when free to do so, that the Administrator also schedule a couple hours per week that would be available for Council drop ins.

Feldmann moved to adjourn at 7:00 P.M.

Council took a short recess before reconvening in work session to discuss the Budget with specific comments and requests from the Library Board. The Council also reviewed proposed amendments to the City of Monticello Rules of Order and Procedure for Conduct of City Council business, originally adopted in December 2001. The work session concluded at 9:27 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - FEBRUARY 13, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	January 27 - February 9, 2020				
Devin Arduser	\$ 42.64	\$ -	0.00	0.00	\$ 36.56
Brian Bronemann	36.00	-	0.00	0.00	30.87
Dawn Brus	1,153.13	-	0.00	0.00	847.61
Jake Gravel	138.25	-	0.00	0.00	68.54
Drew Haag	118.24	-	0.00	0.00	101.38
Ben Hein	95.04	-	0.00	0.00	81.49
Mary Intlekofer	1,919.53	8.53	0.00	0.00	1,311.71
Brandon Kent	2,047.50	136.50	0.00	0.00	1,343.31
Jim Luensman	693.88	-	0.00	0.00	526.30
Lori Lynch	2,053.88	106.88	0.00	0.00	1,392.80
Dave McNeill	118.56	-	0.00	0.00	101.65
Mandy Norton	98.24	-	0.00	0.00	84.24
Shelly Searles	1,911.00	-	21.00	84.38	1,330.66
Sabrina Strella	48.00	-	0.00	0.00	41.15
Brenda Surom	273.00	-	0.00	0.00	212.02
Chris Szymanowski	1,979.25	68.25	0.00	0.00	1,293.39
Jenna Weih	1,143.75	-	0.00	0.00	861.46
Curtis Wyman	450.00	-	0.00	0.00	303.41
TOTAL AMBULANCE	\$ 14,319.89	\$ 320.16	21.00	84.38	\$ 9,968.55
CEMETERY	January 25 - February 7, 2020				
Dan McDonald	\$ 1,819.01	\$ 163.01	0.00	0.00	\$ 1,311.98
TOTAL CEMETERY	\$ 1,819.01	\$ 163.01	0.00	0.00	\$ 1,311.98
CITY HALL	January 26 - February 8, 2020				
Cheryl Clark	\$ 1,684.00	\$ -	0.00	45.00	\$ 1,137.02
Doug Herman	3,951.46	-	0.00	0.00	2,779.10
Sally Hinrichsen	2,488.06	-	0.00	0.00	1,567.70
Nanci Tuei	1,486.40	-	0.00	0.00	980.11
TOTAL CITY HALL	\$ 9,609.92	\$ -	0.00	45.00	\$ 6,463.93
FIRE					
Joe Bayne	\$ 125.00	\$ -	0.00	0.00	\$ 115.44
David Husmann	120.00	-	0.00	0.00	110.82
Billy Norton	100.00	-	0.00	0.00	85.74
Paul Warner	200.00	-	0.00	0.00	184.70
TOTAL FIRE	\$ 545.00	\$ -	0.00	0.00	\$ 496.70
LIBRARY	January 27 - February 9, 2020				
Molli Hunter	\$ 287.68	\$ -	0.00	0.00	\$ 245.57
Penny Schmit	1,074.40	-	0.00	0.00	589.22
Madonna Thoma-Kremer	988.80	-	0.00	0.00	759.70
Michelle Turnis	1,615.38	-	0.00	0.00	1,007.47
TOTAL LIBRARY	\$ 3,966.26	\$ -	0.00	0.00	\$ 2,601.96
MBC	January 27 - February 9, 2020				
Jacob Oswald	\$ 1,892.31	\$ -	0.00	0.00	\$ 1,426.69
Shannon Poe	1,576.92	-	0.00	0.00	1,078.42
TOTAL MBC	\$ 3,469.23	\$ -	0.00	0.00	\$ 2,505.11

PAYROLL - FEBRUARY 13, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE	January 27 - February 9, 2020				
Zachary Buehler	\$ 1,849.71	\$ -	0.00	0.00	\$ 1,373.76
Peter Fleming	1,881.36	-	0.00	20.00	1,348.62
Dawn Graver	2,056.80	-	0.00	0.00	1,479.81
Erik Honda	2,025.96	-	0.00	8.00	1,515.97
Jordan Koos	2,197.44	-	0.00	26.00	1,606.45
Britt Smith	2,735.42	-	0.00	0.00	2,001.76
Madonna Staner	1,486.40	-	0.00	0.00	1,126.17
Brian Tate	2,161.86	-	0.00	0.00	1,601.81
TOTAL POLICE	\$ 16,394.95	\$ -	0.00	54.00	\$ 12,054.35
ROAD USE	January 25 - February 7, 2020				
Zeb Bowser	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,214.14
Eric Jungling	1,596.00	-	3.00	3.00	1,128.62
TOTAL ROAD USE	\$ 3,252.00	\$ -	0.00	3.00	\$ 2,342.76
SANITATION	January 25 - February 7, 2020				
Michael Boyson	\$ 1,705.66	\$ 61.65	0.00	0.00	\$ 1,196.42
Nick Kahler	2,019.23	-	0.00	0.00	1,386.87
TOTAL SANITATION	\$ 3,724.89	\$ 61.65	0.00	0.00	\$ 2,583.29
SEWER	January 25 - February 7, 2020				
Tim Schultz	\$ 1,780.36	\$ 64.35	3.00	28.00	\$ 1,247.32
Jim Tjaden	2,230.77	-	0.00	0.00	1,615.64
TOTAL SEWER	\$ 4,011.13	\$ 64.35	3.00	28.00	\$ 2,862.96
WATER	January 25 - February 7, 2020				
Daniel Pike	\$ 1,666.81	\$ -	0.00	20.00	\$ 1,209.16
TOTAL WATER	\$ 1,666.81	\$ -	0.00	20.00	\$ 1,209.16
TOTAL - ALL DEPTS.	\$ 62,779.09	\$ 609.17	24.00	234.38	\$ 44,400.75

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	248.73			
ALL TRAFFIC SOLUTIONS INC	PD MINOR EQUIPMENT	4,098.00			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	54.48			
FREESE MOTORS INC	PD VEHICLE OPERATING	197.03			
ERIK HONDA	PD TRAVEL/TRAINING	15.00			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	390.00			
JOHN DEERE FINANCIAL	PD BUILDING SUPPLIES	3.49			
LINDA KAHLER	PD SUPPLIES	216.00			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	56.14			
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING	9.79			
MONTICELLO COMM SCHOOL DISTRCT	PD FUEL	1,259.06			
TCM BANK NA	PD COMPUTER SUPPORT FEES	144.64			
	110 POLICE DEPARTMENT TOTAL		6,692.36		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	292.27			
	230 STREET LIGHTS TOTAL		292.27		
CEMETERY					
MONTICELLO COMM SCHOOL DISTRCT	CEMETERY FUEL	261.12			
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	365.31			
	450 CEMETERY TOTAL		626.43		
SOLDIER'S MEMORIAL BOARD					
MEDIACOM	SLDR MEM TELEPHONE	25.63			
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING	119.70			
	498 SOLDIER'S MEMORIAL BOARD TOTAL		145.33		
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES	456.25			
	620 CLERK/CITY ADMIN TOTAL		456.25		
ATTORNEY					
LEXISNEXIS	ATTORNEY RESEARCH	148.00			
	641 ATTORNEY TOTAL		148.00		
CITY HALL/GENERAL BLDGS					
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	317.70			
IOWA INTERACTIVE LLC	ACH RETURN FEE- TOTM (KEARNEY)	5.00			
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	353.93			
MEDIACOM	CH TELEPHONE	162.30			
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING	239.40			
MONTICELLO EXPRESS INC	CH ADVERTISING	537.75			
MONTICELLO ROTARY CLUB	CH DUES - HERMAN	500.00			
SECRETARY OF STATE OF IOWA	CH NOTARY FEE - HINRICHSEN	30.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	650 CITY HALL/GENERAL BLDGS TOTAL		2,146.08		
	001 GENERAL TOTAL		10,506.72		
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		993.96		
BAKER PAPER CO INC	MBC BUILDING SUPPLIES		127.38		
CENTRAL IOWA DISTRIBUTING INC	MBC EQUIP REPAIR/MAINT		485.53		
MOLLI JENN HUNTER	JANITORIAL SERVICES		350.00		
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES		200.00		
JOHN DEERE FINANCIAL	MBC BUILDING SUPPLIES		21.56		
JONES COUNTY DAIRY BOARD	MBC DAMAGE DEPOSIT REFUND		200.00		
MEP ENGINEERS	MBC CAPITAL PROJECTS - HVAC		3,885.94		
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES		686.60		
TCM BANK NA	MBC SUPPLIES		1,005.18		
	430 PARKS TOTAL		7,956.15		
	005 MONTICELLO BERNDES CENTER TOTAL		7,956.15		
FIRE					
FIRE					
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING - HAAG		705.00		
DEREK D FEUSS	FIRE EQUIP REPAIR/MAINT		1,979.85		
JOHN DEERE FINANCIAL	FIRE SUPPLIES		12.99		
RADIO COMMUNICATIONS CO INC	FIRE RADIOS (5)		1,580.00		
SANDRY FIRE SUPPLY	FIRE MINOR EQUIPMENT		1,388.60		
TCM BANK NA	FIRE POSTAGE		82.85		
	150 FIRE TOTAL		5,749.29		
	015 FIRE TOTAL		5,749.29		
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES		131.10		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES		54.47		
FAREWAY STORES #840-1	AMB SUPPLIES		12.88		
INFRASTRUCTURE TECHNOLOGY	AMB TABLET & PEN		1,845.00		
JOHN DEERE FINANCIAL	AMB BUILDING SUPPLIES		3.49		
LAPORTE MOTOR SUPPLY	AMB VEHICLE OPERATING		5.21		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL		529.87		
	160 AMBULANCE TOTAL		2,582.02		
	016 AMBULANCE TOTAL		2,582.02		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
LIBRARY IMPROVEMENT					
LIBRARY					
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	54.46			
INFRASTRUCTURE TECHNOLOGY	LIB IMP COMPUTERS & NOTEBOOKS	1,055.00			
TCM BANK NA	LIB IMP SUMMER READING	384.89			
	410 LIBRARY TOTAL		1,494.35		
	030 LIBRARY IMPROVEMENT TOTAL		1,494.35		
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS	16.49			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50			
FAREWAY STORES #840-1	LIB BUILDING SUPPLIES	5.99			
MOLLI JENN HUNTER	JANITORIAL SERVICES	375.00			
INFRASTRUCTURE TECHNOLOGY	LIB DATA PROCESSING	910.00			
JOHN DEERE FINANCIAL	LIB BUILDING SUPPLIES	6.49			
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	311.48			
MEDIACOM	LIB TELEPHONE	119.59			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	211.46			
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING	119.70			
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES	3.00			
STATE LIBRARY OF IOWA	LIB CONFERENCE - SCHMIT	125.00			
TCM BANK NA	LIB BOOKS	886.52			
	410 LIBRARY TOTAL		3,096.22		
	041 LIBRARY TOTAL		3,096.22		
AIRPORT					
AIRPORT					
BIECHLER ELECTRIC, INC.	AIRPORT GROUNDS MAINTENANCE	388.96			
IOWA PUBLIC AIRPORTS ASSOC	AIRPORT DUES	175.00			
LAPORTE MOTOR SUPPLY	AIRPORT EQUIP REPAIR/MAINT	214.38			
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	35.00			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	334.07			
	280 AIRPORT TOTAL		1,147.41		
	046 AIRPORT TOTAL		1,147.41		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	145.73			
FREESE MOTORS INC	RU EQUIP REPAIR/MAINT	165.88			
HENDERSON PRODUCTS INC.	RU VEHICLE OPERATING	477.82			
IOWA STATE PRISON INDUSTRIES	RU STREET MAINTENANCE SUPPLIES	527.90			
JOHN DEERE FINANCIAL	RU SUPPLIES	153.33			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	659.70			
DAVID B MCNEILL	RU EQUIP REPAIR/MAINT	.95			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	2,165.89			
MONTICELLO EXPRESS INC	RU SUPPLIES	18.27			
VFW FLAG STORE	RU SUPPLIES	70.00			
	210 STREETS TOTAL	4,385.47			
SNOW REMOVAL					
ALL SEASON'S TRUCKING INC	RU SNOW REMOVAL	2,494.99			
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL	3,051.65			
	250 SNOW REMOVAL TOTAL	5,546.64			
	110 ROAD USE TOTAL	9,932.11			
TIF -SPECIAL REVENUE					
SP REV - TIF TAX COLLECTI					
ROYAL FLUSH TRUCK WASH INC	ROYAL FLUSH DEVELOPMENT	7,392.00			
	599 SP REV - TIF TAX COLLECTI TOTAL	7,392.00			
	125 TIF -SPECIAL REVENUE TOTAL	7,392.00			
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
INFRASTRUCTURE TECHNOLOGY	LIB GEHRET COMPUTERS/NOTEBOOKS	1,843.00			
OVERDRIVE	LIB GEHRET BOOKS	16.53			
TCM BANK NA	LIB GEHRET SUPPLIES	652.96			
	410 LIBRARY TOTAL	2,512.49			
	178 TRUST/SLAVKA GEHRET FUND TOTAL	2,512.49			
TRUST/IOMA MARY BAKER					
LIBRARY					
INFRASTRUCTURE TECHNOLOGY	LIB BAKER TECH SUPPORT FEES	150.00			
	410 LIBRARY TOTAL	150.00			
	503 TRUST/IOMA MARY BAKER TOTAL	150.00			
WATER					
WATER					
B & J HAULING & EXCAVATION INC	OVERPAYMENT REFUND	107.38			
HAWKINS WATER TREATMENT	WATER SYSTEM	5.00			
STATE HYGIENIC LABORATORY	WATER LAB TESTS	52.00			
IOWA ASSN OF MUNICIPAL UTILI	WATER DUES - 2020	837.00			
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	323.42			
MONTICELLO EXPRESS INC	WATER SUPPLIES	69.67			
TCM BANK NA	WATER EDUCATION - PIKE	243.56			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	810 WATER TOTAL		1,638.03		
	600 WATER TOTAL		1,638.03		
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST		3,870.01		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		1,526.50		
JOHN DEERE FINANCIAL	SEWER SUPPLIES		44.98		
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL		323.44		
MONTICELLO EXPRESS INC	SEWER SUPPLIES		86.84		
TCM BANK NA	SEWER EDUCATION - PIKE		245.79		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		2,156.99		
UNITY POINT CLINIC	SEWER EMER MED FEES - SCHULTZ		85.00		
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE		56.07		
	815 SEWER TOTAL		8,395.62		
	610 SEWER TOTAL		8,395.62		
SEWER CAPITAL IMPROVEMENT					
SEWER					
SNYDER & ASSOCIATES, INC	SEWER FACILITY EVALUATION		2,700.00		
	815 SEWER TOTAL		2,700.00		
	613 SEWER CAPITAL IMPROVEMENT TOTAL		2,700.00		
SANITATION					
SANITATION					
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS		115.50		
MONTICELLO EXPRESS INC	SANITATION SUPPLIES		69.66		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS		9,647.97		
	840 SANITATION TOTAL		9,833.13		
	670 SANITATION TOTAL		9,833.13		
	Accounts Payable Total		75,085.54		

CLAIMS REPORT CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	10,506.72
005	MONTICELLO BERNDES CENTER	7,956.15
015	FIRE	5,749.29
016	AMBULANCE	2,582.02
030	LIBRARY IMPROVEMENT	1,494.35
041	LIBRARY	3,096.22
046	AIRPORT	1,147.41
110	ROAD USE	9,932.11
125	TIF -SPECIAL REVENUE	7,392.00
178	TRUST/SLAVKA GEHRET FUND	2,512.49
503	TRUST/IOMA MARY BAKER	150.00
600	WATER	1,638.03
610	SEWER	8,395.62
613	SEWER CAPITAL IMPROVEMENT	2,700.00
670	SANITATION	9,833.13

	TOTAL FUNDS	75,085.54

1 Diana 2/10/2020

City of Monticello - Monthly Summary - January 1st thru 31st, 2020

Reviewed by:

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Investments	Clerk's Cash In Bank	Ending Fund Balance	
														Clerk's Cash In Bank
GENERAL FUNDS:														
	General	628594.04	105476.43	2827.44		97319.33	28958.33	610620.25	775.00	339598.50		271253.75	610620.25	
	Soldiers Memorial Board	11892.56	1050.00			237.00		12695.56					12695.56	
	Monticello Berndes Center	116720.47	2944.00	149.81		17495.69		102318.59	100.00	7591.46		6239.40	102318.59	
	Dare	6944.47		8.84		100.00		6853.31					6853.31	
	Insurance Fund	31977.36		42.43		2858.78		29161.01		10326.36			29161.01	
	Monticello Trees Forever	34441.52		37.53				34479.05					34479.05	
	Fire	341783.40		482.51		1414.58		340851.33		286894.39			340851.33	
	Ambulance Operating	26548.21	20760.80	36.34	18750.00	56071.33		10024.02		9424.37			10024.02	
	Hotel/Motel Tax Fund	23967.41		30.53		1585.92		22412.02					22412.02	
	Earl F Lehmann Trust	238.07						238.07					238.07	
	Street Bond	1200.00						1200.00					1200.00	
	Police Improvement	1138.70	21.00	1.45				1161.15					1161.15	
	Library Improvement	52511.24	-7177.27	73.27		904.03		44503.21		38828.37			44503.21	
	Library	21884.07	432.95	28.60	10208.33	11013.19		21540.76	75.00	5007.19			21540.76	
	Equipment Set-A-Side	82488.64		118.24				82604.88		80240.10			82604.88	
	Super Mac	9727.36		12.39		2235.27		7504.48					7504.48	
	Airport	22700.20	3122.76	26.37		2916.83		22932.50					22932.50	
	Revolving Loan Fund	399227.28	75.00	55.15				40052.93		26171.85			40052.93	
SPECIAL REVENUE FUNDS:														
	Road Use Tax	569822.74	51610.90			46630.46		574803.16		501174.60			574803.16	
	Employee Benefits	410954.93	6525.52	578.28		45091.23		372967.50		333515.96			372967.50	
	TIF Tax Collections	265653.93	153.28	588.57		9897.34		256498.44		21001.09			256498.44	
	Slavika Gehret Trust	203889.26		150.17		-8.27		204047.70		103060.46		100000.00	204047.70	
	Police Forfeiture Acct	849.28		1.03				850.31		850.31			850.31	
DEBT SERVICE FUNDS:														
	Debt Service	273038.97	6378.15	231.41		92.50		278308.53		169169.12			278308.53	
	TIF - Debt Payments	0.00				67.50		67.50					67.50	
Park Improvements														
	Park Improvements	37760.64		38.29				37798.93					37798.93	
	Library Capital Improvements	2025.17	7500.00	2.58				9527.75					9527.75	
	Ambulance Improvements	78231.43	75.00	124.91				78431.34		76218.80			78431.34	
	TIF Projects	261549.97				3565.67		257984.30		218000.00			257984.30	
	Cemetery Improvements	52142.74	80.00	298.56				52521.30		41633.06			52521.30	
	Capital Improvements	318192.29		343.52		10659.12		307876.89		278993.89			307876.89	
	Youth Baseball & Softball	0.00						0.00					0.00	
	Low Income Housing	14990.73		21.56				15012.29		15012.29			15012.29	
	MDC Funds	0.00						0.00					0.00	
	Baty Disc Golf Course	11685.89		14.90				11700.79		175.75			11700.79	
	Mary Maxine Redmond Trust	8432.42		12.06				8444.48		8087.30			8444.48	
	Pocket Park	6780.28		8.61				6768.89					6768.89	
PERMANENT FUNDS:														
	Cemetery Perpetual Care	166227.30	90.00					166317.30		82486.80			166317.30	
	Charles S Bidwell Book Trust	8337.87		48.99		116.33		83270.53		33106.45			83270.53	
	Ioma Mary Baker Trust	39696.21		57.00		103.62		39849.59		39228.05		50000.00	39849.59	
ENTERPRISE FUNDS:														
	Water Operating	70148.45	35163.24	90.70		22841.47		82448.42		28132.77			82448.42	
	Customer Deposits	91420.70	500.00			1210.00		90710.70		81572.56			90710.70	
	Water Capital Improvements	5053.05	428.99	71.69				5551.73		5105.42			5551.73	
	Sewer Operating	149758.13	46071.74	197.61		31130.32		164864.66		96618.55			164864.66	
	Sewer Capital Improvements	98909.69	427.00	200.39				97437.08		96010.17			97437.08	
	Sanitation	73840.76	46801.06	94.07		44667.05		76168.84		76168.84			76168.84	
	Sanitation Capital Improvements	10529.47		17.87				10547.34		601.23			10547.34	
	Storm Water Fund	4046.62	2491.72			159.22		-1731.62					-1731.62	
	Self Funded Insurance	0.00	2962.06			2962.06		0.00					0.00	
AGENCY FUNDS														
	Flex Spending	1043.96	217.91			382.24		879.03		879.03			879.03	
	Enterprise Flex Spending	620.52	138.45			573.36		185.61		185.61			185.61	
TOTAL OF ALL FUNDS														
		4755088.66	333448.09	7123.67	29118.33	414665.69	29118.33	4680994.73	950.00	1308633.20	3208472.90	6482.47	4680994.73	
												0.00	156456.16	0.00

City of Monticello
Cash On Hand By Bank
For January 31st, 2020

[Signature] 2/10/2020

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.07	0.150	N/A		Earl F Lehmann Trust
Total by Bank	\$238.07				
Dutrac Credit Union					
Savings #227064-2	\$5.00		N/A		General Fund Slavka Gehret/Bidwell
CD #227064-2	\$150,000.00	3.100	4/15/2020		
Total by Bank	\$150,005.00				
Regions Banks					
Checking # 0002959379	\$6,239.40		N/A		Soldiers Memorial
Money Market #87688689	\$6,456.16				
Total by Bank	\$12,695.56				
Fidelity Bank & Trust					
	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$1,366,827.34	1.78	N/A		General Checking General Savings
Property Tax & Water #40001992	\$3,208,472.90	1.78	N/A		
Total by Bank	\$4,575,300.24				
Total Cash on Hand- All Banks	\$4,738,238.87				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$131.12				
Less Outstanding Checks	\$58,325.26				
Treasurer's Balance	\$4,680,994.73				

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

City of Monticello
Bank Reconciliation Report
For the Month of January 2020

Bank Balance		
General Checking	\$1,366,827.34	
Property Tax & Water	\$3,208,472.90	
Soldiers Memorial Ckg	\$6,239.40	
Earl F Lehmann Trust	\$238.07	
DuTrac Savings	\$5.00	
Soldier Memorial Money Market	\$6,456.16	
Total Bank Balance		\$4,588,238.87
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$131.12	
Total Outstanding Credit Card Pymts		\$131.12
Less Outstanding Checks:		
Financial/Payroll	\$58,325.26	
Soldiers Memorial	\$0.00	
Total Outstanding Checks		\$58,325.26
Plus Investments:		
Time Certificates	\$150,000.00	
Petty Cash	\$950.00	
Total Investments		\$150,950.00
Treasurer's Balance		\$4,680,994.73

Prepared By: Sally Hinrichsen 2/7/2020
Sally Hinrichsen, City Clerk

Reviewed by: Doug Herman 2/10/2020
Doug Herman, City Administrator

MONTICELLO FIRE DEPT.

ROSTER 2020

Ron Kelchen	1987	**	Haz Ops	DO INSI	CAPTAIN/SAFETY OFFICER
Don McCarthy	1989	**	Haz Ops	DO INSI	CAPTAIN
Joe Bayne	1993	**	Haz Ops	DO	CHIEF
Joe Goetz	1996	**	Haz Ops		
Mike Bader	1997	**	Haz Ops		
Billy Norton	2003	**	Haz Ops	DO	Assistant Chief
Josh Kray	2005	**	Haz Ops		
Nick Kahler	2007	**	Haz Ops		LIEUTENANT
Nathan Spahr	2008	**	Haz Ops		
T J Neelson	2008	**	Haz Ops	INSI	
Dave Husmann	2009	**	Haz Ops	INSI	Assistant Training Officer
Zach Long	2012	*	Haz Ops		
John Snyder	2012	#			
Brian Hinrichs	2012	*	Haz Ops		
Drew Haag	2012	**	Haz Ops	DO INSI	
Tommy Norton	2013	*	Haz Ops		
Travis McNally	2014	**	Haz Ops		
Chris Hinrichs	2014	**	Haz Mat Tech	DO INSI	
Paul Warner	2014	**	Haz Ops	INSI	Training Officer
Josh Kelchen	2015	*	Haz Ops		Secretary/Treasurer
Alex Green	2016				
Kody Miles	2016	#	Haz Ops		
Jackson Snyder	2016	**	Haz Ops		
Brian Wolken	2017	*	Haz Ops		
Devin Arduser	2018	*	Haz Ops		
Johnny Russ	2019	*	Haz Ops		
Reece Norton	2019	**	Haz Ops		
Shannon Poe	2019	**	Haz Ops		
Michael Boysen	2019				
Matt Johnson	2019	*	Haz Ops		
Ron Herman	2019	#			
Ben Hein	2020				
Ray Ramos	2020				
Cory Reyner	2020				
Sam Hunt	2020				

JUNIOR FIREFIGHTERS

Kacie Bayne
Lauren Bader

* - indicates FFI certified

** - indicates FFII certified

- trained to level of firefighter I

Haz Ops – indicates Haz Mat Operations certified

DO – indicates driver operator certified

OFFI – indicates Officer I certified

INSI – indicates Instructor I certified

City Council Meeting
Prep. Date: 02/14/20
Preparer: Doug Herman



Agenda Item: 14Z
Agenda Date: 02/17/2020

Communication Page

Agenda Items Description Public Hearing on proposed Resolution of Necessity. Resolution to approve Resolution of Necessity Re: 2020 E. 7th Street Reconstruction Project.

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:

E. 7th Street Project

See Engineer Cost Estimate

Synopsis: Public Hearing set for tonight on Resolution of Necessity related to 2020 E. 7th Street project.

Background Information: The proposed resolution of necessity was approved at the last meeting and notice of the public hearing was published twice in the Monticello Express and mailed to those property owners that would be assessed if the project moves forward as required by the Iowa Code.

The Resolution of Necessity spells out the project boundaries, intended improvements, the portions of the project to be assessed, and property owner rights.

The only comments I have received were from Mark Stoneking. He expressed the opinion that the street should have been widened if it was going to be re-done. With that said, he acknowledged that it is too late to widen the street based upon the work already done in and around the intersection of N. Sycamore and 7th Street. He also asked how the assessments were calculated and informed me that he had relatively recently replaced his sidewalk. (I explained the credit process followed by the City.)

Staff Recommendation: I recommend that the Mayor open the public hearing, accept public comment if any, and then close the public hearing. Thereafter the Council may consider approval of the Resolution of Necessity, a requirement if this project is to continue forward to bid.

The City of Monticello, Iowa

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

RESOLUTION NO. 20-___

Approving Resolution of Necessity Re: 2020 E. 7th Street Reconstruction Project

WHEREAS, the City Council of the City of Monticello, Iowa, previously adopted a preliminary resolution in accordance with Section 384.42 of the Code of Iowa, pertaining to the 2020 E. 7th Street Reconstruction Project (the “Project”); and

WHEREAS, pursuant thereto, the Project Engineers have prepared preliminary plans and specifications, an estimated total cost of the work and a plat and schedule, including the valuation of each lot as determined to be appropriate by the City Council, and the same have been duly adopted and are now on file with the City Clerk, and

WHEREAS, the City Council scheduled a Public Hearing on the proposed Resolution of Necessity for tonight’s meeting, publishing notice of the Public Hearing in the Monticello Express on February 5th and 12th and mailing notice to all affected property owners on February 12th.

NOW, THEREFORE, It Is Resolved by the City Council of the City of Monticello, Iowa:

Section 1. It is hereby found and determined to be necessary and in the best interest of the City and its inhabitants to proceed with the Project, and to assess a portion of the cost to the property benefitted thereby.

Section 2. The Project shall consist of the reconstruction and surfacing of streets, including the construction of curb and gutter improvements, storm sewer and drainage improvements, water system extensions, improvements and connections, sanitary sewer system extensions, improvements and connections, sidewalk and driveway approach reconstructions, pedestrian ramps, lighting, and other work incidental thereto on and along certain streets in the City of Monticello, Iowa, as follows:

East 7th Street from and including its’ intersection with N. Cedar Street to the west to and including its’ intersection with N. Maple Street to the east.

Section 3. The assessable portion of the 2020 E. 7th Street Reconstruction Project shall consist of 100% of the cost of curb and gutter improvements, 100% of the cost of reconstruction of driveway approaches, and driveways where appropriate, and 100% of the cost of the construction and reconstruction of sidewalks. It is considered that all properties abutting the above described segments of streets to be improved will be specially benefitted from this improvement and should be specially assessed.

The City Council will consider the granting of a credit against proposed assessments if the property owner to be assessed provides evidence found sufficient by the Council that sidewalks or driveway approaches have been replaced within the past ten (10) years and remain in good condition.

Section 4. Unless a property owner filed objections with the City Clerk at the time of the hearing on this resolution of necessity, the property owner shall be deemed to have waived all objections pertaining to the regularity of the proceedings and the legality of using the special assessment procedure.

Section 5. All resolutions, parts of resolutions, or actions of the Council in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved the ____ day of _____, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 02/14/20
Preparer: Doug Herman



Agenda Item: # 3
Agenda Date: 02/17/20

Communication Page

Agenda Items Description: Resolution to approve investment in Jones County Safe & Healthy Youth Coalition.

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

Attachments & Enclosures:

Resolution
Request for Funding

Fiscal Impact:

Budget Line Item:	
Budget Summary:	Admin. County Contrib.
Expenditure:	\$3,000
Revenue:	

Synopsis: Jones County Safe & Healthy Youth Coalition requests funding.

Background Information: the attached letter explains the request for funding from Jennifer Husmann

The Coalition has requested an increase \$3,000, consistent with last year's request and an increase of \$1,000 over the FY '19 request.

Recommendation: I recommend that the Council consider the request and take action deemed appropriate by the City Council.

The City of Monticello, Iowa

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

RESOLUTION #20-__

Approving investment in Jones County Safe & Healthy Youth Coalition in the amount of \$3,000.00

WHEREAS, The City of Monticello has received a request for Jones County Safe & Healthy Youth Coalition to provide funding in the amount of \$3,000.00 to support a youth group (BEASTS, Being Excellent and Staying Totally Safe) with which the Coalition works, and

WHEREAS, The City first provided funding to the Coalition in FY '20 in the amount of \$2,000, the Coalition previously being funded by grants that are reportedly no longer received, and

WHEREAS, Any amount approved by the City Council would be included as a contribution to be paid from the FY '21 General Fund.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the funding request of the Jones County Safe & Healthy Youth Coalition in the amount of \$3,000 for fiscal year 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 17th day of February, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



Jones County Safe and Healthy Youth Coalition

110 S. Williams St.
Anamosa, Iowa 52205
(319) 462-4327 x202

www.jonescountycoalition.org

Sheriff Greg Graver, President

Monticello City Council
200 E. 1st St.
Monticello, IA 52310

December 13, 2019

Dear Monticello City Council,

We would like to say how thankful we are for your continued support of our Coalition efforts. This support makes our county an even healthier and safer place to live. The partnership of so many across the county helps us sustain these outcomes for our youth.

In the past 15 years, tremendous strides have been made in reducing youth substance use in Jones County. **When the Coalition began working on underage drinking in 2004, 52% of our county's 11th graders reported binge drinking, according to the Iowa Youth Survey. The IYS results released this year show only 7% reporting binge drinking!** Since 2008, when we received the Drug Free Community (DFC) grant to include the other drugs most affecting our youth, **marijuana use has also gone down from 16% to 5%. Prescription drug misuse has decreased from 9% to 3%.** These are not just numbers-- they are our kids. These kids quickly become adults with improved family relationships and the ability to provide for their families without substance use disorders. Unfortunately, although youth tobacco smoking has gone down significantly across the country over the past two decades, youth vaping has recently skyrocketed. Our 11th grade use increased from 10% to **23%** between 2016 and 2018. Suicide ideation has also increased drastically for both our middle and high school students combined from 13% to 21% in the same years. The Coalition is prioritizing these issues more now as well.

Help us keep the momentum going. Our primary source of funding we had for over 10 years ended in March.

We need your community's support to sustain our efforts. We are requesting \$3000 at this time to be used to continue our work with the county's youth through our youth advisory committee, BEASTS (Being Excellent and Staying Totally Safe). This group not only advises the Coalition on trends and ideas on what actions to take to meet the needs of youth, but they also create marketing campaigns for youth and participate in many other coalition activities. We also assist the student advocacy group, SODA, at the Monticello High School and each of the schools in the county. We would like to come to one of your budget meetings to explain more about their work, our other Coalition work, and our needs for the future. In the long run, the preventative work of the Coalition saves money in our communities.

As the Coalition's Sustainability Task Force, please join us in supporting this life-saving work. We are striving to protect the most vital resource in our community, our youth. If you would like more information or to have a presentation at an upcoming meeting, please feel free to contact us or Jennifer Husmann at 319-462-4327 x202. We thank you again for your time and support.

Sincerely,

Steve Williams, Retired School Superintendent
Audrey Savage, Citizens State Bank President
Charlie Becker, Executive Director of Camp Courageous
Jon Zirkelbach, Jones County Board of Supervisors
Keith Stamp, Kirkwood Community College

Engaging our communities in efforts to reduce substance abuse through creating and maintaining a safe and healthy environment for youth and adults in Jones County.

110 S. Williams St. Suite A | Anamosa, IA 52205 | 319.462.4327x202 | www.jonescountycoalition.org

City Council Meeting
Prep. Date: 02/14/20
Preparer: Doug Herman



Agenda Item: 4
Agenda Date: 02/17/2020

Agenda Items Description Scheduling Public Hearing on the Proposed Plans and Specs., Proposed Form of Contract and Estimate of Cost for 2020 E. 7th Street Reconstruction Project, approving the Form of Notice, and the taking of bids therefor.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	E 7 th Street Project
Expenditure:	
Revenue:	

Synopsis: Setting Public Hearing as required by Code. Council previously approved preliminary documents.

Background Information: The public hearing being set with this Resolution will give the public an opportunity to comment/object/etc. to the proposed project in general and more specifically with regard to the proposed plans and specifications.

Staff Recommendation: I recommend that the Council approve the Resolution scheduling the Public Hearing on the proposed plans, specifications, form of contract and estimate of cost for the 2019 N. Sycamore Street Reconstruction Project, and the taking of bids therefor.

PROCEEDINGS TO SET DATE FOR
HEARING AND LETTING

2020 E. 7th Street Reconstruction Project

Monticello, Iowa

February 17, 2020

The City Council of the City of Monticello, Iowa, met at the Monticello Renaissance Center, Community Media Room, Monticello, Iowa, on February 17, 2020, at 6:00 o'clock p.m. The Mayor presided and the roll being called, the following named Council Members were present and absent:

Present:

Absent:

The Council took up and considered the proposed 2020 E. 7th Street Reconstruction Project. Council Member _____ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member _____. After due consideration thereof by the Council, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes:

Nays:

Whereupon, the Mayor declared the said motion duly carried and the said resolution adopted, as follows:

The City of Monticello, Iowa

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

RESOLUTION NO. 20-___

Scheduling Public Hearing on proposed plans, specifications, form of contract and estimate of cost for the 2020 E. 7th Street Reconstruction Project, approving the Form of Notice, and the taking of bids therefor

WHEREAS, the City Council (the “Council”) of the City of Monticello, Iowa (the “City”), has determined that it is necessary and desirable that a public improvement be constructed as described in the proposed plans and specifications and form of contract prepared by Snyder & Associates, Inc., the Project Engineers for such public improvement, which may be hereafter referred to as the “2020 E. 7th Street Reconstruction Project” (and is sometimes hereinafter referred to as the “Project”), which proposed plans, specifications and form of contract and estimate of cost are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of public hearing on the proposed plans, specifications and form of contract and estimate of cost for the Project and to advertise for sealed bids for the Project;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Monticello, Iowa, as follows:

Section 1. The detailed plans and specifications, notice of hearing and notice to bidders, form of contract and estimate of cost referred to in the preamble hereof are hereby approved.

Section 2. The Project is necessary and desirable for the City, and it is in the best interests of the City to proceed toward the construction of the Project.

Section 3. The amount of the bid security to accompany each bid is hereby fixed at 100% of the total amount of the proposal.

Section 4. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction of the Project, on the 12th day of March, 2020, at 2:00 o'clock p.m., at the Monticello Renaissance Center, Monticello, Iowa. The 16th day of March, 2020, at 6:00 o'clock p.m., at the Monticello Renaissance Center, Monticello, Iowa, is hereby fixed as the time and place of hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project and also as the time and place of considering bids received by the City Clerk in connection therewith.

Section 5. The City Clerk is hereby authorized and directed to give notice of the hearing and taking of bids by publication of such notice in a newspaper of general circulation in the City, which publication shall be made not less than 4 nor more than 20 days prior to the date

for receipt of bids and the time of the said hearing. The said notice shall be in the form substantially as attached to this resolution.

Section 6. All provisions set out in the following form of notice are hereby recognized and prescribed by this Council and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved February 17, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

NOTICE OF HEARING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR 2020 E. 7th Street Reconstruction Project FOR CITY OF MONTICELLO, JONES COUNTY, IOWA.

Public Notice is hereby given that at 6:00 P.M. on the 16th day of March, 2020, the City of Monticello of Jones County, Iowa will, at Monticello City Hall, 200 East First Street, Monticello, Iowa, hold a hearing whereat said City Council will resolve to adopt plans, specifications, form of contract and estimate of cost for the construction of the **2020 E. 7th Street Reconstruction Project** and, at the time, date and place specified above, or at such time, date and place as then may be fixed, to act upon proposals and enter into contract for the construction of said improvements.

The **2020 EAST 7TH STREET RECONSTRUCTION** project includes the reconstruction of approximately 3,200 SY of pavement, 800 LF of water main and 700 LF of sanitary sewer, and 700 LF of storm sewer along E 7TH Street, from Cedar Street to Maple Street; and the intersection of Gill Street and 6th Street in Monticello, Iowa. The reconstruction project generally includes the roadway improvements, sidewalk reconstruction, water main, sanitary sewer, storm sewer, and subdrain construction. The Engineer's Opinion of Probable Construction cost for Bid Option 3 is \$700,000.

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for said project, the same now being on file in City Hall of the City of Monticello, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said City Council will also receive and consider any comments/objections to said plans, specifications and form of contract or to the estimated cost of said improvements made by any interested party.

This Notice is given by order of the City of Monticello City Council.
Dated this 17th day of February, 2020.

CITY OF MONTICELLO, JONES
COUNTY IOWA

BY _____
Brian Wolken, Mayor

ATTEST

Sally Hinrichsen, City Clerk

Published in the Monticello Express on the 26th day of February, 2020

• • • •

On motion and vote, the meeting adjourned.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

STATE OF IOWA)
COUNTY OF JONES)§
CITY OF MONTICELLO)

I, the undersigned, City Clerk of the City of Monticello, Iowa, do hereby certify that the transcript hereto attached is a true and correct and complete copy of all the records of the City relating to fixing a time and place of hearing on proposed plans, specifications, and form of contract, and estimated cost for the construction of the 2020 E. 7th Street Reconstruction Project and the taking of bids therefor and directing publication of notice of the time and place fixed therefor.

WITNESS MY HAND this ____ day of February, 2020.

Sally Hinrichsen, City Clerk

(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavit and have verified that the notice was published on the date indicated in the affidavit but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA)
COUNTY OF JONES)§
CITY OF MONTICELLO)

I, the undersigned, City Clerk of the City of Monticello, Iowa, do hereby certify that pursuant to the resolution of its Council fixing a date of hearing on the proposed plans, specifications and form of contract and estimated cost for the 2020 E. 7th Street Reconstruction Project, and the taking of bids therefor, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this ____ day of February, 2020

Sally Hinrichsen, City Clerk

(Attach here publisher's affidavit of publication of notice of hearing and letting.)

NOTICE TO BIDDERS

CITY OF MONTICELLO
PUBLIC IMPROVEMENT PROJECT

Notice is hereby given that a public hearing will be held by the City of Monticello City Council on the proposed contract documents (plans, specifications, and form of contract) and estimated cost for the improvement at its meeting at 6:00, P.M. on the 16th day of March, 2020, in the City of Monticello City Council Chambers, for the **2020 E. 7th Street Reconstruction Project**

Sealed bids for the work comprising each improvement as stated below must be filed before 2:00 P.M. according to the clock in the office of the City of Monticello City Hall, Administrative Office on Thursday, March 12, 2020, in the Administrative Office of the City of Monticello City Hall, 200 East First Street, Monticello, Iowa, 52310. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Sealed proposals will be opened and bids tabulated at 2:00 P.M. on Thursday, March 12, 2020, in the City of Monticello City Hall Council Chambers for consideration by the City of Monticello City Council at its meeting on Monday, March 16, 2020.

Work on the improvements may commence in accordance with the written Notice to Proceed following approval of the contract by the City of Monticello City Council, and be completed as stated below. The work shall be performed regularly and diligently throughout the duration of the project.

Contract Documents

The contract documents are available in the City of Monticello City Council, Administrative Office and may be examined at 200 East First Street, Monticello, Iowa. Hard copies of the project documents may be obtained from Snyder & Associates, Inc. 5005 Bowling Street SW, Suite A Cedar Rapids, Iowa upon payment of \$100 deposit. Deposit shall be refundable upon return of the contract documents in a reusable condition within 14 days after the award of the project. Electronic contract documents will become available Tuesday, February 5, 2019 at no cost by clicking on the "Bids" link at www.snyder-associates.com and choosing the **2020 E. 7th Street Reconstruction Project** from the list. Project information, Engineer's cost opinion, and plan holder information is also available at no cost at this website. Downloads require the user to register for a free membership at www.QuestCDN.com.

Contact Sara Blong for document distribution or any questions via phone: (319) 362-9394, fax: (319) 362-9448, or email: sblong@snyder-associates.com.

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

General Nature of the Public Improvement

The **2020 EAST 7TH STREET RECONSTRUCTION** project includes the reconstruction of approximately 3,200 SY of pavement, 800 LF of water main and 700 LF of sanitary sewer, and 700 LF of storm sewer along E 7TH Street, from Cedar Street to Maple Street; and the intersection of Gill Street and 6th Street in Monticello, Iowa. The reconstruction project generally includes the roadway improvements, sidewalk reconstruction, water main, sanitary sewer, storm sewer, and subdrain construction. The Engineer's Opinion of Probable Construction cost for Bid Option 3 is \$700,000.

Each bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful bidder will enter into a contract for the work bid upon and will furnish after the award of contract a corporate surety bond, in a form acceptable to the Jurisdiction, for the faithful performance of the contract, in an amount equal to 100% of the amount of the contract. The bidder's security shall be in the amount fixed in the Instruction to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond on the form provided in the contract documents with corporate surety satisfactory to the Jurisdiction. The bid shall contain no condition except as provided in the specifications.

The *City of Monticello, City Council* reserves the right to defer acceptance of any bid for a period of sixty (60) calendar days after receipt of bids and no bid may be withdrawn during this period.

Each successful bidder will be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bond shall be issued by a responsible surety approved by the *City of Monticello, City Council* and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the *City of Monticello* from claims and damages of any kind caused by the operations of the contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two years from and after acceptance of the contract. The guaranteed maintenance period for new paving shall be four years.

The *City of Monticello*, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of

Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Contractor shall fully complete Bid Option's 1 and/or 2 by July 1, 2020, and Bid Option 3 by September 30, 2020 (if Bid Option 3 is selected, work included in Bid Option 1 and 2 still need to be complete by July 1, 2020) as noted in the written Notice to Proceed. Should the contractor fail to complete the work in this timeframe, liquidated damages of **\$500** per calendar day will be assessed for work not completed within the designated contract term.

The **City of Monticello City Council** does hereby reserve the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the jurisdiction.

This Notice is given by order of the City of Monticello City Council.
Dated this 17th day of February, 2020.

CITY OF MONTICELLO, JONES
COUNTY, IOWA

/s/ Brian Wolken
Mayor, City of Monticello

Posted to <https://www.mbsonline.com> website and <http://ci.monticello.ia.us> and statewide services on the 18th day of February, 2020.

City Council Meeting
Prep. Date: 2/12/20
Preparer: Doug Herman



Agenda Item: 5
Agenda Date: 02/17/20

Communication Page

Agenda Items Description: Resolution to approve purchase of Monticello Aviation Hangars by City of Monticello pursuant to Bill of Sale and Security Agreement.

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

Attachments & Enclosures:

Proposed Resolution
Bill of Sale / Security Agreement
Beacon/Tax Information

Fiscal Impact:

Budget Line Item:	Capital Purchase
Budget Summary:	n/a
Expenditure:	\$75,000 + Interest
Revenue:	Annual Revenue described below.

Synopsis: Airport Board proposed to purchase two Monticello Aviation hangars for \$75,000 on contract.

Background Information: The Airport Board and Wanda Elmegreen have negotiated the purchase, by the City, of two hangars owned by Monticello Aviation. The agreed upon purchase price of \$75,000 is right at assessed value. The purchase price would be paid over six years, with \$15,000 down and annual payments of \$12,000 plus 5% interest on or about March 1, 2021, 2022, 2023, 2024, and 2025. The hangars are currently occupied by airplanes that will continue to pay rent with the City receiving rent from March 1 forward. Due to the high demand for hangar space it is anticipated that the hangars will remain at or near full occupancy moving forward. Monthly rental of the two hangars is right at \$1,200 at full occupancy. (Eight planes right now: Two twin engines at \$300 per month and 6 singles at \$100 per month. Three of the singles are owned by Monticello Aviation and may be sold moving forward. One of the single engines is here on a temporary basis but may choose to stay.) Annual rent, at full capacity, would be right at \$14,400 which would cover our annual payment.

When the City does not own the hangars, we receive lot rent at .10 per square foot. (Current annual rent on these hangars is \$972.10 combined per year.) The hangar owners also pay property taxes. Clearly, owning the hangars adds maintenance and repair and insurance responsibilities but the rent will easily offset that. Owning the hangars will also allow us to take advantage of State DOT Vertical Infrastructure Grants that may be used to maintain the hangars. (Roofs, siding, doors, concrete, etc.)

Having the ability to rent the hangars at a higher monthly rental rate and to utilize grants to maintain the hangars will be a great benefit to the City long term.

The Airport has funds on hand to make the down payment and will budget for annual payments moving forward.

Staff Recommendation: I recommend that the Council approve of the purchase of the proposed hangars according to the terms set forth within the Bill of Sale and Security Agreement.



BILL OF SALE AND SECURITY AGREEMENT

Monticello Aviation, Inc., ("Seller") in consideration of the promises herein made by City of Monticello, Iowa, ("Buyer") hereby sells to Buyer the following ("the Property"):

Two Hangars located at the Monticello Regional Airport on land owned by the City of Monticello that is currently leased to Monticello Aviation, identified as Lot IX and X, Lot XI, and the East one-half of Lot XII. (The Hangars are further identified by Jones County Tax Parcel Id's: 0226300906 and 0226300904.)

The Property is sold AS IS and with ALL FAULTS.

See "Other Provisions" section of this document for additional details.

Buyer promises to pay to Seller at the address listed below the purchase price of \$75,000 as follows:

The City shall pay \$15,000 (less unpaid taxes on the Hangars and a tax proration through February 29, 2020) on or before March 1, 2020 and \$12,000 on March 1, 2021, 2022, 2023, 2024, and 2025 plus interest at the rate of 5% per annum on the unpaid purchase price. Payments shall be allocated first to interest and the balance to the purchase price.

As security for the payment of such purchase price and interest payable on the purchase price, Buyer grants to Seller a security interest in and to the Property. Upon default hereunder, Seller shall have all of the rights of a secured party under the Iowa Uniform Commercial Code - Secured Transactions.

It shall be a default should payment as aforesaid not be made when due, or should Buyer permit the Property to be and remain out of repair. In the event of any such default, or should Seller arrive at the good faith and reasonable conclusion that Seller is insecure, then Seller may declare the entire balance due. All sums of money not paid when due as provided in this Bill of Sale and Security Agreement shall bear interest at the rate of 10% per annum.

In the event of any default, Buyer shall, upon demand of Seller, transfer the Property to Seller, free and clear of any encumbrance by a Bill of Sale delivered to Seller's place of business.

CERTIFICATION. Buyers and Sellers each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such

person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to my breach of the foregoing certification.

OTHER PROVISIONS. Buyer and Seller agree to the following:

1. Seller shall be responsible for all taxes that have accrued on the hangars through February 29, 2020.
2. Buyer shall take over utilities as of March 1, 2020.
3. Buyer shall be considered the owner of any propane remaining in the propane tank(s) associated with the Hangars that remains on March 1, 2020 without additional compensation to the Seller.
 - a. If Seller rents the propane tank(s) the Buyer shall be entitled to use the remainder of the lease term without additional compensation to the Seller.
 - b. If Seller owns the propane tank(s), this Bill of Sale and Security Agreement shall be deemed to include the propane tank(s).
4. Seller has paid rent to Buyer on the land on which the hangars are located through June 30, 2019. The parties agree that Buyer shall be entitled to keep said rent, that there will be no proration or reimbursement to the Seller.
5. Any leases between Seller and tenants in the Hangars will be assigned to the Buyer with Buyer entitled to all rent due and accruing from March 1, 2020 forward.
6. The Parties agree that should Seller want to store Seller's aircraft in Hangar space purchased by the City that Seller will pay market rent for the storage space consistent with other rentals at the airport.
7. Any personal property of the Seller left in the Hangars shall as of the day of closing be considered the property of the Buyer unless there is a written agreement to the contrary.

The addresses of the principal place of business of the respective parties are as follows:

The Buyer: 200 E. 1st Street, Monticello, Iowa 52310

The Seller: 20373 Hwy. 38 South, Monticello, Iowa 52310

Signed and dated this _____ day of _____, 2020.

City of Monticello, Iowa, BUYER

Monticello Aviation, Inc., SELLER

THE CITY OF MONTICELLO, IOWA

RESOLUTION #20-__

Resolution to approve of the proposed Bill of Sale and Security Agreement between the City of Monticello and Monticello Aviation, Inc.

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

WHEREAS, Monticello Aviation has agreed to sell two Airplane Hangars owned by Monticello Aviation, Inc. for the sum of \$75,000, the details of the purchase being set out more fully in a "Bill of Sale and Security Agreement", a copy of same being appended hereto, and

WHEREAS, The Airport Board reviewed the proposed purchase and finds that City Airport ownership of the hangars is beneficial to the Airport and the City and voted to recommend the purchase of said hangars to the City Council, and

WHEREAS, the City Council finds that the purchase of the Monticello Aviation hangars is in the best interests of the Airport and the City and should, therefore, be approved consistent with the terms and provisions of the Bill of Sale and Security Agreement referenced previously herein.

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 17th day of February, 2020, that the purchase of two Monticello Aviation, Inc. Hangars described within the attached Bill of Sale and Security Agreement, for the sum of \$75,000, under the terms and conditions of the Bill of Sale and Security Agreement as proposed, is hereby approved, and authorizes the Mayor to execute said Bill of Sale and Security Agreement on behalf of the City Council.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 17th day of February, 2020.

Attest:

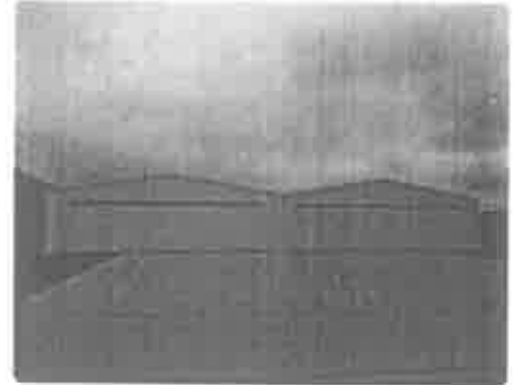
Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

Beacon™ Jones County, IA

Summary

Parcel ID 0226300906
Property Address 20373 HIGHWAY 38
 MONTICELLO IA 52310
Sec/Twp/Rng N/A
Brief Tax Description BLDG. ON LEASED LAND AT AIRPORT - CITY OF MONTICELLO
 (Note: Not to be used on legal documents)
 193-667 (11/23/1977)
Deed Book/Page
Contract Book/Page
Gross Acres 0.00
Net Acres 1.00
Class C - Commercial
 (Note: This is for tax purposes only. Not to be used for zoning.)
District MONCO - MONTICELLO CITY/MONTICELLO SCH
School District MONTICELLO SCHOOL



Owner

Deed Holder
 Monticello Aviation Inc Municipal Airport
 PO Box 168
 Monticello IA 52310

Contract Holder

Mailing Address
 Monticello Aviation Inc Municipal Airport
 PO Box 168
 Monticello IA 52310

Commercial

Type	Base Area	Year Built
Meta! Warehouse - Steel Frame	6262	1971

Sales

Date	Seller	Buyer	Recording	Sale Condition - NUTC	Type	Multi Parcel	Amount
11/23/1977		MONTICELLO AVIATION INC	193 667	No consideration	Deed		\$0.00

Valuation

	2019	2018	2017	2016	2015	2014
Classification	Commercial	Commercial	Commercial	Commercial	Commercial	Commercial
+ Assessed Land Value	\$0	\$0	\$0	\$0	\$0	\$0
+ Assessed Building Value	\$33,900	\$33,900	\$33,900	\$33,900	\$33,900	\$33,900
+ Assessed Dwelling Value	\$0	\$0	\$0	\$0	\$0	\$0
= Gross Assessed Value	\$33,900	\$33,900	\$33,900	\$33,900	\$33,900	\$33,900
- Exempt Value	\$0	\$0	\$0	\$0	\$0	\$0
= Net Assessed Value	\$33,900	\$33,900	\$33,900	\$33,900	\$33,900	\$33,900

Taxation

	2018	2017	2016	2015	2014
	Pay 2019-2020	Pay 2018-2019	Pay 2017-2018	Pay 2016-2017	Pay 2015-2016
+ Taxable Land Value	\$0	\$0	\$0	\$0	\$0
+ Taxable Building Value	\$30,510	\$30,510	\$30,510	\$30,510	\$30,510
+ Taxable Dwelling Value	\$0	\$0	\$0	\$0	\$0
= Gross Taxable Value	\$30,510	\$30,510	\$30,510	\$30,510	\$30,510
- Military Credit	\$0	\$0	\$0	\$0	\$0
= Net Taxable Value	\$30,510	\$30,510	\$30,510	\$30,510	\$30,510
x Levy Rate (per \$1000 of value)	35.93577	31.05254	35.18460	36.01338	36.37817

	2018 Pay 2019-2020	2017 Pay 2018-2019	2016 Pay 2017-2018	2015 Pay 2016-2017	2014 Pay 2015-2016
= Gross Taxes Due	\$1,096.40	\$1,038.94	\$1,073.48	\$1,098.77	\$1,109.90
- Ag Land Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Family Farm Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Disabled and Senior Citizens Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Business Property Credit	(\$403.01)	(\$396.87)	(\$394.34)	(\$419.66)	(\$422.58)
= Net Taxes Due	\$694.00	\$642.00	\$680.00	\$680.00	\$688.00

Tax History

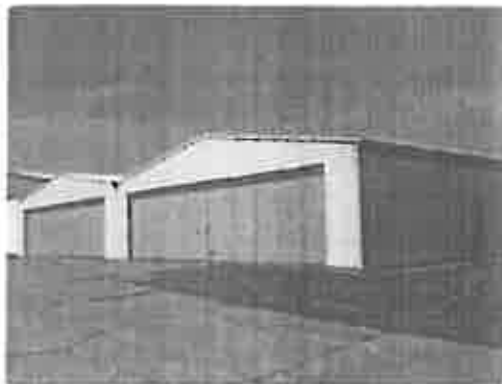
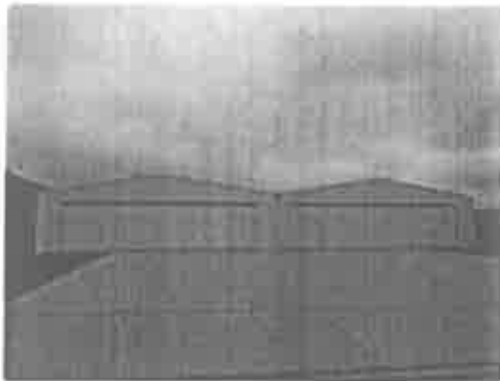
Year	Due Date	Amount	Paid	Date Paid	Receipt
2018	March 2020	\$347	No		
	September 2019	\$347	Yes	8/30/2019	517807
2017	March 2019	\$321	Yes	1/25/2019	
	September 2018	\$321	Yes	10/8/2018	417878
2016	March 2018	\$340	Yes	2/27/2018	
	September 2017	\$340	Yes	8/30/2017	310416
2015	March 2017	\$340	Yes	2/27/2017	
	September 2016	\$340	Yes	8/29/2016	213066
2014	March 2016	\$344	Yes	2/22/2016	
	September 2015	\$344	Yes	8/28/2015	113724
2013	March 2015	\$610	Yes	3/23/2015	
	September 2014	\$610	Yes	9/22/2014	913697

Iowa Land Records

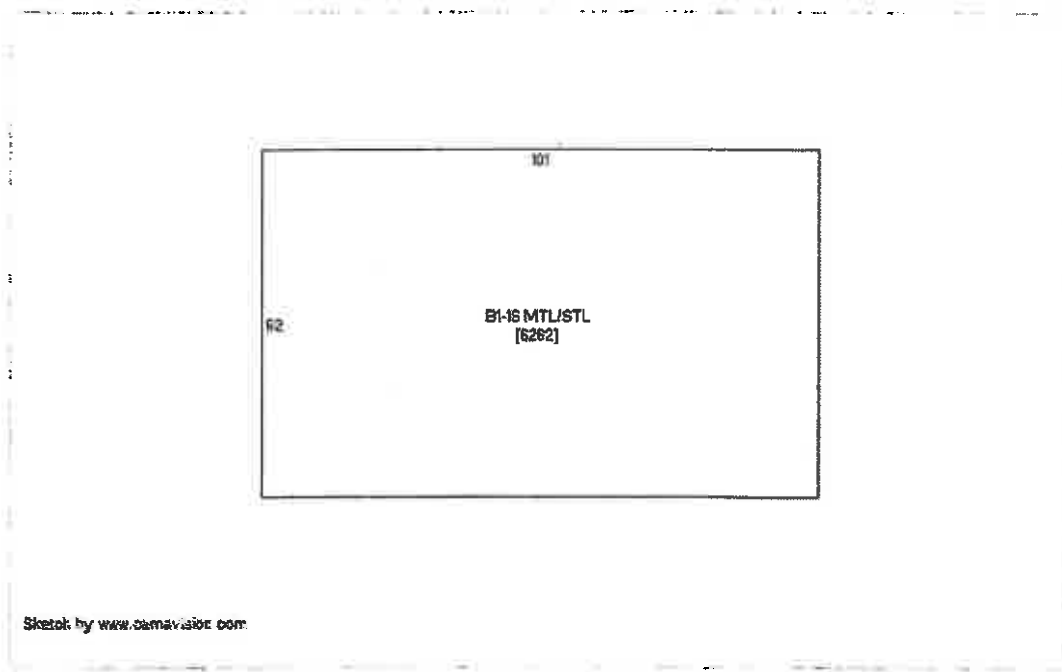
[View Deed \(193-667\)](#)

Data for Jones County between Beacon and Iowa Land Records is available on the Iowa Land Records site beginning in 1997. For records prior to 1997, contact the County Recorder or Customer Support at www.iowaLandRecords.org.

Photos



Sketches



No data available for the following modules: Land, Yard Extras, Residential Dwelling, Agricultural Buildings, Tax Sale Certificates.

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Last Data Upload: 1/15/2020, 4:38:31 PM



Version 2.3.33

Beacon™ Jones County, IA

Summary

Parcel ID 0226300904
Property Address 20373 HIGHWAY 38
 MONTICELLO IA 52310
Sec/Twp/Rng N/A
Brief Tax Description BLDG ON LEASED LAND AT MONTICELLO AIRPORT
 (Note: Not to be used on legal documents)
Deed Book/Page 285-166 (3/16/1990)
Contract Book/Page
Gross Acres 0.00
Net Acres 0.00
Class C - Commercial
 (Note: This is for tax purposes only. Not to be used for zoning.)
District MONCO - MONTICELLO CITY/MONTICELLO SCH
School District MONTICELLO SCHOOL



Owner

Deed Holder
 Monticello Aviation Inc Municipal Airport
 PO Box 168
 Monticello IA 52310

Contract Holder

Mailing Address
 Monticello Aviation Inc Municipal Airport
 PO Box 168
 Monticello IA 52310

Commercial

Type	Base Area	Year Built
Metal Warehouse - Steel Frame	3600	1979

Sales

Date	Seller	Buyer	Recording	Sale Condition - NUTC	Type	Mult: Parcel	Amount
3/16/1990		MONTICELLO AVIATION INC	285 166	Sale of leased building without land	Deed		\$30,000.00

Valuation

	2019	2018	2017	2016	2015	2014
Classification	Commercial	Commercial	Commercial	Commercial	Commercial	Commercial
+ Assessed Land Value	\$0	\$0	\$0	\$0	\$0	\$0
+ Assessed Building value	\$39,440	\$39,440	\$39,440	\$39,440	\$39,440	\$39,440
+ Assessed Dwelling Value	\$0	\$0	\$0	\$0	\$0	\$0
= Gross Assessed Value	\$39,440	\$39,440	\$39,440	\$39,440	\$39,440	\$39,440
+ Exempt Value	\$0	\$0	\$0	\$0	\$0	\$0
= Net Assessed Value	\$39,440	\$39,440	\$39,440	\$39,440	\$39,440	\$39,440

Taxation

	2018 Pay 2019-2020	2017 Pay 2018-2018	2016 Pay 2017-2018	2015 Pay 2016-2017	2014 Pay 2015-2016
+ Taxable Land Value	\$0	\$0	\$0	\$0	\$0
+ Taxable Building Value	\$35,496	\$35,496	\$35,496	\$35,496	\$35,496
+ Taxable Dwelling Value	\$0	\$0	\$0	\$0	\$0
= Gross Taxable Value	\$35,496	\$35,496	\$35,496	\$35,496	\$35,496
+ Military Credit	\$0	\$0	\$0	\$0	\$0
= Net Taxable Value	\$35,496	\$35,496	\$35,496	\$35,496	\$35,496
x Levy Rate (per \$1000 of value)	35.93577	34.05254	35.18460	36.01338	36.37817

	2018 Pay 2019-2020	2017 Pay 2018-2019	2016 Pay 2017-2018	2015 Pay 2016-2017	2014 Pay 2015-2016
= Gross Taxes Due	\$1,275.58	\$1,208.73	\$1,248.91	\$1,278.33	\$1,291.28
- Ag Land Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Family Farm Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Disabled and Senior Citizens Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Business Property Credit	(\$468.87)	(\$461.72)	(\$458.78)	(\$488.24)	(\$491.64)
= Net Taxes Due	\$806.00	\$748.00	\$790.00	\$790.00	\$800.00

Tax History

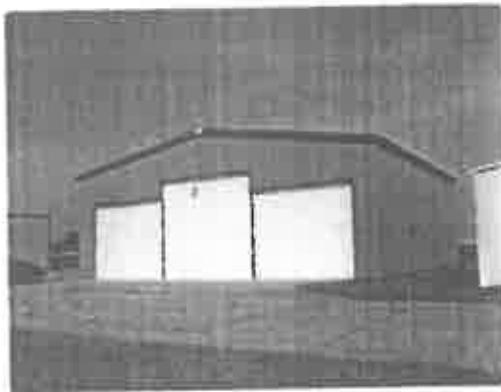
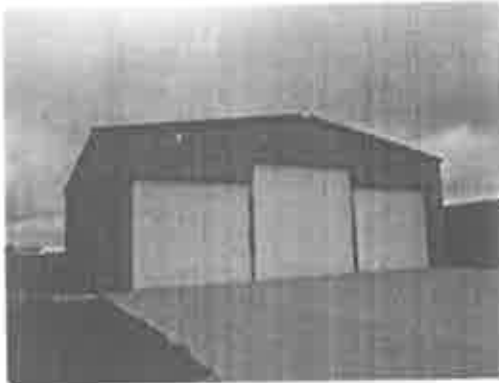
Year	Due Date	Amount	Paid	Date Paid	Receipt
2018	March 2020	\$400	No		501766
	September 2019	\$403	Yes	8/30/2019	
2017	March 2019	\$374	Yes	2/25/2019	401775
	September 2018	\$374	Yes	10/15/2018	
2016	March 2018	\$395	Yes	2/27/2018	310417
	September 2017	\$395	Yes	8/30/2017	
2015	March 2017	\$395	Yes	2/27/2017	213065
	September 2016	\$395	Yes	8/29/2016	
2014	March 2016	\$400	Yes	2/22/2016	113723
	September 2015	\$400	Yes	8/28/2015	
2013	March 2015	\$490	Yes	3/23/2015	913696
	September 2014	\$490	Yes	9/22/2014	

Iowa Land Records

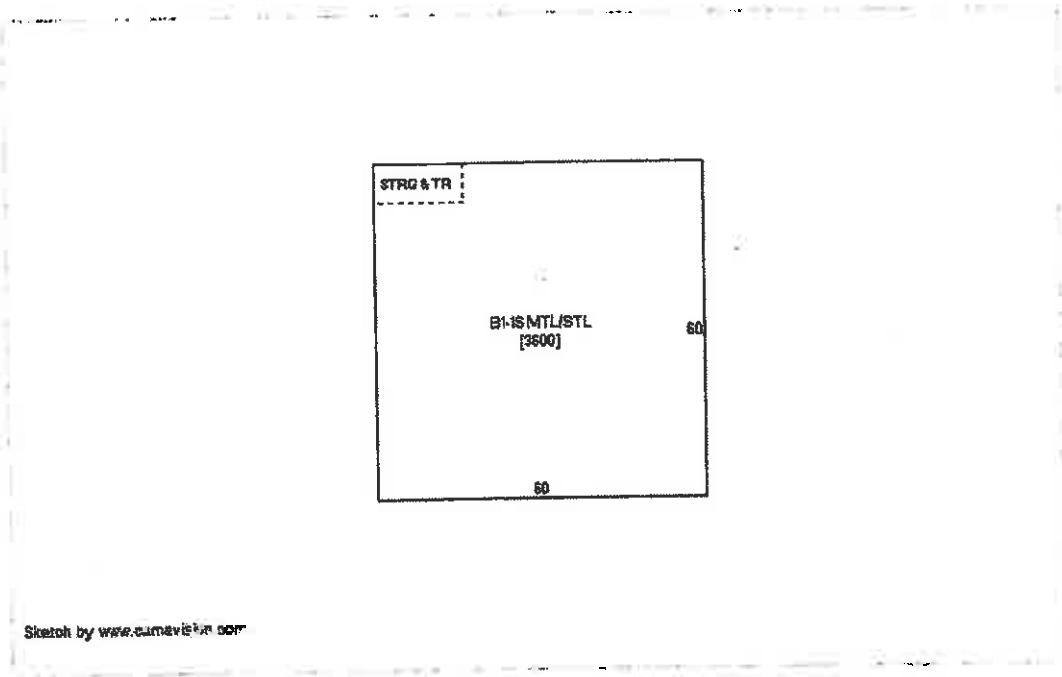
[View Deed \(285-166\)](#)

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Photos



Sketches



No data available for the following modules: Land, Yard Extras, Residential Dwelling, Agricultural Buildings, Tax Sale Certificates.

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Last Data Upload: 1/15/2020 4:38:31 PM



Version 2 3.33

City Council Meeting
Prep. Date: 02/12/20
Preparer: Doug Herman



Agenda Item: # 6
Agenda Date: 02/17/20

Communication Page

Agenda Items Description: Resolution to approve contract between the City of Monticello and Crawford Company Re: Berndes Center HVAC project.

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

Attachments & Enclosures:

Resolution
Contract

Fiscal Impact:

Budget Line Item:	
Budget Summary:	Parks Dpt.
Expenditure:	\$155,000 to \$160,000 +/-
Revenue:	

Synopsis: The City hired an engineer to put together plans and specs for Berndes Center HVAC system upgrades, put the project out to bid, and received three bids. The Council accepted bids and directed City Administrator to work with low bidder on contract prior to this meeting.

Background Information: Crawford Company, out of Dubuque, was the low bidder at \$161,084. I have had contact with Crawford Company and the Engineer hired to design the project since the last Council meeting and some cost savings items have been identified. The following was received from Crawford Company after those conversations:

Doug,

As we discussed earlier Dieter and I have come up with a couple of ideas to cut the cost of the Berndes Center HVAC Replacement.

#1: Flush and reuse existing refrigeration lines. Reconnect to new air conditioning systems and perform pressure test on system. **Deduct: \$1500.00**

#2: Omit 18" round duct through mezzanine to west mechanical room. Cap 20" round duct and provide two supply registers to mezzanine/ multi-purpose room. **Deduct: \$2700.00**

If you have any questions feel free to contact me. Thank you, Austin Cahill

There are options with regard to the payment of these expenses. Additional G.F. appropriation, use of funds currently budgeted for capital expenses or other purposes within Berndes Center budget (Approximately \$40,000 in Building Repair/Maintenance; \$5,000 in Contributions line; \$9,000 to \$11,000 in "Other Capital Equipment Line"(\$56,000)), or a loan between City and local lender to be paid back from Berndes Budget over the course of 3-5 years. A good portion, if not all, of the cost will

likely be payable in FY '20 so a budget amendment will be required. In the event the additional expense reduces the City General Fund cash more than desired the Council can choose to reduce more discretionary line items from the Park and Rec. budget. (Capital Expenses for example) This determination can be made after the current FY is closed out. (Sometime in July, 2020)

Repairs/Upgrades are required, the plans were designed by an expert, and formal bids were accepted.

Recommendation: I recommend that the Council consider approval of the proposed contract. (We struggled to get apples to apples bids and for that reason hired an engineer to put engineered plans together. Unfortunately, it appears that the expense to do it right is much higher than was initially anticipated.)

The City of Monticello, Iowa

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

RESOLUTION #2020-__

Resolution to approve contract between the City of Monticello and Crawford Company Re: Berndes Center HVAC project

WHEREAS, The City of Monticello City Council previously accepted bids related to updating and replacement of the existing HVAC systems at the Berndes Center as set out in a professionally prepared set of bid specifications, and

WHEREAS, The City Administrator was directed to work with the low bidder, Crawford Company, to negotiate the terms of a contract and to review the project to see if there was a means to reduce the overall costs, and

WHEREAS, The original Crawford Bid was approximately \$161,000 and Crawford has identified approximately \$4,200 in potential cost savings, reducing the estimated total project cost to \$156,800, and

WHEREAS, The Council finds that the HVAC system has not been functioning for some time, partially due to age and partially due to installation issues, and that the passage of time has also seen changes to Code requirements, all playing a part in the design and project cost.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the proposed contract between the City of Monticello and Crawford Company Re: the Berndes Center HVAC project at the estimated cost of \$156,800

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 17th day of February, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 02/14/20
Preparer: Doug Herman



Agenda Item: # 7
Agenda Date: 02/17/20

Communication Page

Agenda Item Description: Resolution scheduling Public Hearing on City of Monticello FY '21 Budget.

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

Attachments & Enclosures:

Resolution / Notice

Fiscal Impact:

Budget Line Item:

Various

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

Synopsis: Scheduling Public Hearing on FY '21 Budget approval for March 16, 2020.

Background Information: Public hearing required prior to approval of annual budget. Notice will be published in the Express as required by the Iowa Code.

Staff Recommendation: I recommend that the Council approve the proposed resolution scheduling public hearing on the proposed FY '21 budget for March 16, 2020 at 6:00 p.m.

The City of Monticello, Iowa

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

RESOLUTION #20-__

Scheduling Public Hearing on the City of Monticello 2020/2021 Fiscal Year budget for March 16, 2020 at 6:00 p.m.

WHEREAS, The Iowa Code requires that that the City of Monticello hold a Public Hearing on the proposed budget for the coming fiscal year, prior to the final approval of same, and

WHEREAS, The budget must be submitted to the County Auditor by no later than March 31, 2020, and

WHEREAS, Notice of the Public Hearing must be published at least ten but no more than twenty days prior to the Public Hearing, and

WHEREAS, Notice shall be published in the Monticello Express on the 26th day of February, 2020, scheduling Public Hearing for the 16th day of March 2020 at 6:00 P.M. at the Community Media Center, City Council Chambers, Monticello, Iowa, and

WHEREAS, The City Clerk is instructed to see to the publication of the appropriate Notice in the Monticello Express, consistent with the above dates, so that the Public Hearing may be held as scheduled herein.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby schedule Public Hearing on the proposed 2020/2021 budget for the 16th day of March 2020 at 6:00 p.m. to be held in the City Council Chambers at the Mary Lovell LeVan Renaissance Center in Monticello, Iowa.

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 17th day of March, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 02/14/20
Preparer: Jacob Oswald



Agenda Item: 8
Agenda Date: 02/17/2020

Communication Page

Agenda Items Description: Resolution to approve location of proposed "Inclusive Playground" and authorization to pursue grants and fundraising for said purpose.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:

n/a

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

Synopsis: Park and Rec. Dpt. requests approval of proposed location of "Inclusive Playground" and authorization to pursue grants and fundraising for said purpose.

Background Information: The Parks and Rec Department has looked into updating our playgrounds and are looking at options to install an Inclusive Playground located near the pavilion outside of the aquatic center. The area to be taken up would be approximately 5,000 sq. feet and would provide a variety of free-standing play structures (i.e. swing set, musical equipment) to enjoy. The parks department has met with one company and plans to meet with at least one more to develop potential plans/layouts. There are many grant opportunities that the department plans to seek, and would also like to create a fundraising campaign to use as match money for the grants awarded. The Parks and Rec board is in support of this project.

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

The City of Monticello, Iowa

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

RESOLUTION #2020-__

Resolution to approve location of proposed "Inclusive Playground" and authorization to pursue grants and fundraising for said purpose.

WHEREAS, The City of Monticello Park and Recreation Department, with the approval of the Park and Recreation Board, requests City Council approval to pursue fundraising and grants to build an Inclusive Playground near the shelter by the Monticello Aquatic Center, and

WHEREAS, The proposed site is owned by the City and there is room for the playground equipment currently under consideration.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the location of the proposed "Inclusive Playground" and authorizes the pursuit of grants and fundraising for said purpose.

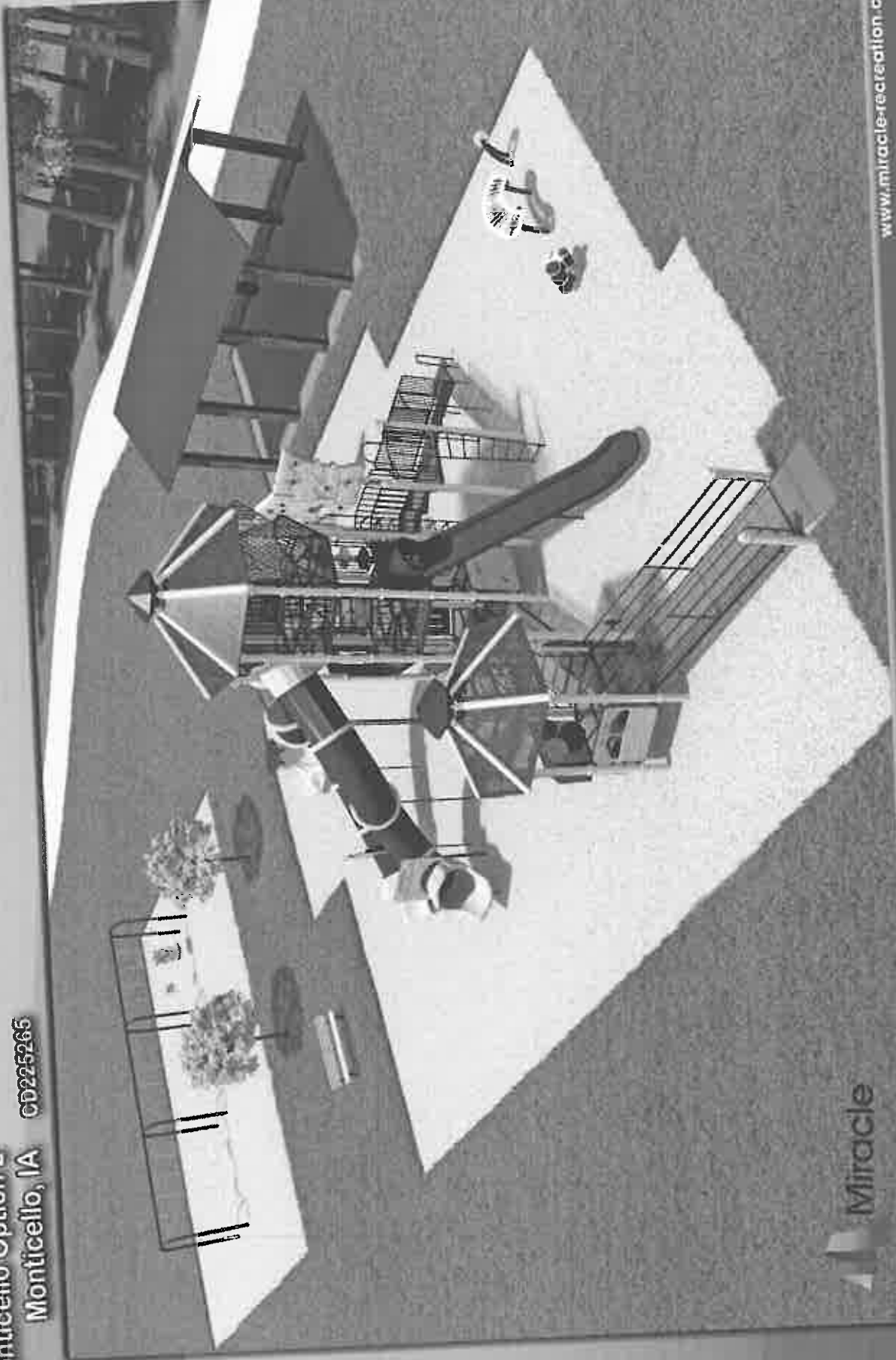
IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 17th day of February, 2020.

Brian Wolken, Mayor

Attest:

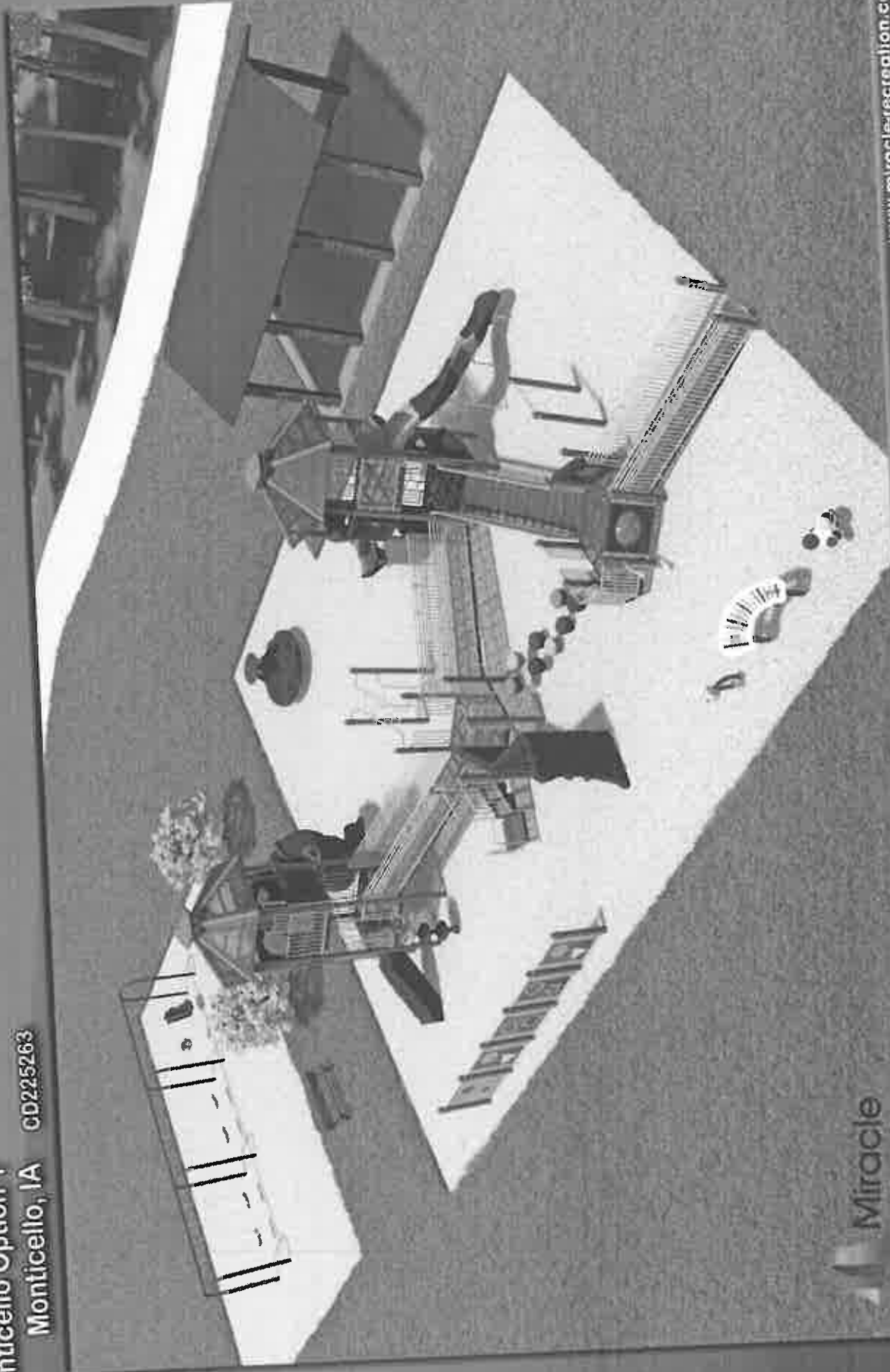
Sally Hinrichsen, Monticello City Clerk

Monticello Option 2
Monticello, IA CD225265



www.miracle-recreation.com

Monticello Option 1
Monticello, IA CD225263



Miracle

www.miracle-recreation.com

Mark Boland
Owner, Sales
Jordan Judkins
Sales, Iowa
Blake Judkins
Sales, Iowa



www.bolandrecreation.com

2347 Oak Park Road
Marshalltown, IA 50158
1-800-798-7589
641-752-7589

**Monticello Proposal
Monticello, IA
1/20/2020**

Option 1 (CD225263)

Playground Equipment

List Price: \$140,039
Discount: \$ 42,011
Freight: \$ 3,866
Total: \$101,894

Surfacing (Protective Area= 5,065 sq. ft.)

Poured-In-Place Rubber (meets fall ht. requirement)
Bonded Rubber (meets fall ht. requirement)

\$81,040 (installed)
\$86,105 (installed)

Installation

Certified Installation Crew
Installation Supervisor (w/ 12-15 volunteers)

\$42,012
*No Cost

Option 2 (CD225265)

Playground Equipment

List Price: \$150,771
Discount: \$ 45,231
Freight: \$ 3,866
Total: \$109,406

Surfacing (Protective Area= 4,749 sq. ft.)

Poured-In-Place Rubber (meets fall ht. requirement)
Bonded Rubber (meets fall ht. requirement)

\$75,984 (installed)
\$80,733 (installed)

Installation

Certified Installation Crew (Required for 14' decks)

\$45,232

Benches (SG303P) 6' Perforated Bench w/ Back (Qty: 2)

\$999 (delivered)

*4" thick concrete or compacted stone sub base underneath poured-in-place rubber.

*Compacted soil required below bonded rubber.

Prepared by: Blake Judkins

Prices are good for 30 days.

Prices include delivery to your job site

*Prices **DO NOT** include sales tax, if applicable*

Payment for materials is due by 30 days after delivery.

Payment for installation services is due by 15 days after completion of work.

Boland Recreation reserves the right to charge a 1.5% fee on past due invoices.

*Delivery time is **four-six weeks** after the order has been placed, unless agreed upon differently*

NOTE: Boland Recreation, Inc. is **NOT RESPONSIBLE** for unloading of equipment, storage, permits, fees, ground preparation, pea gravel, borders, disposal of trash, sales tax, or anything in addition to what is listed above.

City Council Meeting
Prep. Date: 02/13/20
Preparer: Doug Herman



Agenda Item: # 9
Agenda Date: 02/17/20

Communication Page

Agenda Items Description: Resolution Acknowledging and approving Letter of Conditions and authorizing Mayor to execute Request for Obligation of Funds and Letter of Intent to Meet Conditions related to USDA Grant, in an amount not to exceed \$73,000 to assist with the cost of purchasing a new ambulance.

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

Attachments & Enclosures:

Resolution
USDA Letters and Attachments

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: As part of the USDA Grant process the City is required to execute and/or approve certain USDA forms.

Background Information: The attached letter from the USDA sets forth the requirements associated with a proposed grant to assist with the purchase of an ambulance in the amount of \$73,000. To move forward with final grant authorization the City must approve and execute two documents, the "Letter of Intent to Meet Conditions" and the "Request for Obligation of Funds". Those forms have both been attached and are similar, if not identical, to forms approved and executed by the City in past circumstances where USDA Grant funds were successfully applied for and received.

Recommendation: I recommend that the Council approve the proposed Resolution authorizing the Mayor to execute the Letter of Intent to Meet Conditions and Request for Obligation of Funds.

The City of Monticello, Iowa

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

RESOLUTION #20-__

Acknowledging and approving Letter of Conditions and authorizing Mayor to execute Request for Obligation of Funds and Letter of Intent to Meet Conditions related to USDA Grant, in an amount not to exceed \$73,000 to assist with the cost of purchasing a new ambulance.

WHEREAS, The City of Monticello applied for financial assistance through the USDA to cover a portion of the costs associated with the purchase of a new ambulance, and

WHEREAS, The City of Monticello has been approved for a USDA Grant not to exceed \$73,000 for this purpose, and

WHEREAS, The grant award is based upon the application previously submitted by the City wherein it was noted that the City and MEMT would cover the costs of the purchase not covered by the USDA Grant, and the City finds that sums are available to make said purchase, and

WHEREAS, To finalize the Grant the City is required to execute the "Letter of Intent to Meet Conditions" and the "Request for Obligation of Funds" documents provided by the USDA, and

WHEREAS, The Council has reviewed the correspondence received from the USDA, specifically the Letter of Intent to Meet Conditions and Request for Obligation of Funds and finds that the grant as proposed in in the best interests of and beneficial to the City of Monticello and the Mayor should be authorized to execute the same.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Monticello, Iowa does hereby approve and authorize the Mayor to execute the "Letter of Intent to Meet Conditions" and "Request for Obligation of Funds" provided by the USDA as outlined immediately above herein.

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 17th day of February, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



Rural Development

February 13, 2020

Mt. Pleasant
Area Office

709 South Iris St.
Suite 103
Mt. Pleasant, IA
52641

City of Monticello
200 E. 1st Street
Monticello, IA 52310

Voice 319-986-5800

SUBJECT: Letter of Conditions
Grant \$73,000

Dear May and City Council:

This letter establishes conditions which must be understood and agreed to by you before further consideration may be given to the Application for Federal Assistance. The funding will be administered on behalf of the Rural Housing Service/Community Facilities (RHS-CF) programs by the State and Area Staff of USDA Rural Development (Agency). Any changes in project cost, source of funds, scope of services or any other significant changes in the project or applicant must be reported to and approved by the Agency by written amendment to this letter. This includes significant changes in the Applicant's financial condition, operation, organizational structure or executive leadership. Any changes not approved by the Agency shall be cause for discontinuing processing of the application.

This letter does not constitute grant approval, nor does it ensure that funds are or will be available for the project. The funding is being processed on the basis of a grant not to exceed \$73,000.00. The grant will be considered approved on the date a signed copy of Form RD 1940-1, "Request for Obligation of Funds," is sent to you.

If you do not meet the conditions of this letter, the Agency reserves the right to withdraw Agency funding. The applicant will ensure projects are completed in a timely, efficient, and economical manner. You must meet all conditions set forth under Section III - Conditions Required Prior to Advertising for Bids within 12 months of this letter. All projects must be completed, and funds disbursed within 5 years of obligation.

If you agree to meet the conditions set forth in this letter and desire further consideration be given to your application, please complete and return the following forms within 15 days:

Form RD 1942-46, "Letter of Intent to Meet Conditions"
Form RD 1940-1, "Request for Obligation of Funds"

Information and regulations referenced in the letter may be accessed on our website located at <http://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program>.

Conditions are as follows:

SECTION I - SCOPE OF PROJECT

1. **Project Description** – Funds will be used to purchase an ambulance and related apparatus.
2. **Project Funds** - The Agency is offering the following funding for your project:
Community Facilities Grant: \$73,000

This offer is based upon the following additional funding being obtained:

Applicant Contribution:	\$112,000
Monticello EMT:	<u>\$ 25,000</u>
TOTAL	\$210,000

Any changes in funding sources following obligation of Agency funds must be reported to the Agency. All rebates or refunds associated with the project shall be considered project funds.

3. **Project Budget** – Funding from all sources has been budgeted for the estimated expenditures as follows:

<u>Project Costs:</u>	<u>Total Budgeted:</u>
Ambulance	\$210,000
TOTAL	\$210,000

Project feasibility and funding will be reassessed if there is a significant change in project costs after bids are received. Obligated grant funds not needed to complete the proposed project will be deobligated. Any reduction will be applied to Agency grant funds first. An “Amended Letter of Conditions” will be issued for any changes to the total project budget.

SECTION II – GRANT REQUIREMENTS

4. **Community Facilities Grant Agreement** - Attached is a copy of Form RD 3570-3, “Community Facilities Grant Agreement,” for your review. You will be required to execute this agreement before grant funds are advanced.

The applicant contribution shall be considered as the first funds expended and then the funds from the Monticello EMT. After providing for all authorized costs, any remaining Rural Housing Service-Community Facilities (RHS-CF) project funds will be considered RHS-CF grant funds and refunded to RHS-CF.

The grantee understands that any property acquired or improved with Federal grant funds may have use and disposition conditions which apply to the property as provided by 2 CFR Part 200 in effect at this time and as may be subsequently modified.

The grantee understands that any sale or transfer of property is subject to the interest of the United States Government in the market value in proportion to its participation in the project as provided by 2 CFR Part 200 in effect at this time and as may be subsequently modified.

5. **Environmental Requirements** – The project as proposed has been evaluated to be consistent with all applicable environmental requirements. If the project or any project element deviates from or is modified from the original approved project, additional environmental review may be required. NONE

6. **Organization** - As a public entity, you must have the legal authority necessary to own, construct, operate, and maintain the proposed facility.

SECTION III – CONDITIONS REQUIRED PRIOR TO OBTAINING BIDS

7. **Other Funding** – Prior to advertising for bids, you must provide evidence of applicant contributions and approval of other funding sources. This evidence should include a copy of the commitment letter from each source.

8. **Vehicle/Equipment Purchases** - Vehicles and equipment will be purchased through proposals or competitive negotiations. Documentation will be provided to USDA Rural Development documenting the search for vehicles or equipment following Rural Development Instruction 1942.18 (k). Rural Development shall review and approve the specifications prior to solicitations for proposals. At least three proposals for the vehicles or equipment and your recommendations for purchase shall be submitted to the Agency for review and concurrence prior to the purchase of any vehicles or equipment.

SECTION IV – CONDITIONS REQUIRED PRIOR TO GRANT CLOSING

9. **Insurance & Bonding Requirements** - It is the responsibility of the applicant to assure that adequate insurance and fidelity/employee dishonesty bond coverage is maintained. We advise you to consult with your attorney or insurance provider for appropriate coverage.

10. **Other Closing Requirements** – All requirements contained in the Agency’s closing instructions, as well as any requirements of your bond counsel and/or attorney, must be met prior to grant closing.

a. **Additional Financing** - If project costs exceed the project funding of all sources shown under Items #2 and 3, the applicant will make every effort to find deductions in the project costs or demonstrate its ability to support the additional financing.

b. **System for Award Management** - You will be required to obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number and maintain current registration in the SAM database. Registration can be done on-line at: <http://sam.gov>. This registration will need to be renewed and revalidated every twelve (12) months for as long as there are project funds to be expended.

11. **Use of Remaining Funds** – Applicant contribution will be the first funds expended in the project, followed by non-Agency sources of funds. Remaining funds may be used for eligible grant purposes, provided the use will not result in major changes to the original scope of work and the purpose of the grant remains the same.

Grant funds not expended for authorized purposes will be cancelled (de-obligated) within 90 days of final completion of project. Prior to actual cancellation, you will be notified of the Agency's intent to cancel the remaining funds and given appropriate appeal rights.

12. Closing Instructions - The closing will be within the requirements of state statute and Agency Instruction 3570-B. Funds will be disbursed through the Electronic Funds Transfer system. Agency concurrence will be obtained prior to payment of any bills or vouchers for authorized project expenses. Grant funds will not be disbursed until they are actually needed by the applicant and all other funds are expended.

SECTION V – CONDITIONS REQUIRED AFTER GRANT CLOSING

13. Records Requirements - The grantee shall retain all records, books, and supporting material for three years after the issuance of the reports.

The grantee is required to provide a financial statement within 60 days following the end of the fiscal year in which grant funds were expended. You may utilize Form RD 442-2, "Statement of Budget, Income and Equity," and Form RD 442-3, "Balance Sheet," for this requirement or the applicant may provide their own balance sheet and statement of income and expense report signed by an appropriate official of the organization.

An annual audit under the Single Audit Act is required if you expend \$750,000 or more in Federal financial assistance per fiscal year. The total Federal funds expended from all sources shall be used to determine Federal financial assistance expended. Expenditures of interim financing are considered Federal expenditures. All audits are to be performed in accordance with 2 CFR Part 200, as adopted by USDA through 2 CFR Part 400. Further guidance on preparing an acceptable audit can be obtained from the Agency. It is not intended that audits required by this part be separate and apart from audits performed in accordance with State and local laws. The audit must be prepared by an independent licensed Certified Public Accountant, or a State or Federal auditor if allowed by State law and must be submitted within 9 months of your fiscal year end.

14. Other Federal, State, and Local Requirements - Proposals for facilities financed in whole or in part with Community Facilities funds will be coordinated with appropriate Federal, State and local agencies. If there are conflicts between this part and State or local laws or regulatory commission regulations, the provisions of this part will control. Applicants will be required to comply with Federal, State, and local laws and any regulatory commission rules and regulations including but not limited to:

- a. Organizational authorities to own, construct, operate, and maintain the proposed facility; borrowing money, giving security and raising revenues; land use and zoning; and health and sanitation standards and design and installation standards unless an exception is granted by the Agency.
- b. Certifications - Lobbying Restrictions (RD Instruction 1940-Q, Exhibit A), Executive Order 12549 (Form AD-1047, "Certifications Regarding Debarment, Suspension, and Other Responsibilities Matters"), the Drug-free Workplace Act of 1988 (Form AD-1049,

“Certification Regarding Drug Free Workplace Requirements”), Nondiscrimination Requirements (Form RD 400-1, “Equal Opportunity Agreement,” Form RD 400-4, “Assurance Agreement”), and Corporate Felony Convictions and Corporate Federal Tax Delinquencies Restrictions (AD 3030, “Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants” and AD 3031, “Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Applicants,”) need to be completed and requirements complied with.

c. Section 504 of the Rehabilitation Act of 1973 - Under section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), no handicapped individual in the United States shall, solely by reason of their handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Community Facilities financial assistance.

d. Civil Rights Act of 1964 - All borrowers are subject to, and facilities must be operating in accordance with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) and subpart E of part 1901 of this title, particularly as it relates to conducting and reporting of compliance reviews. Instruments of conveyance for loans and/or grants subject to the Act must contain the covenant required by paragraph 1901.202(e) of this title.

e. The Americans with Disabilities Act (ADA) of 1990 - This Act (42 U.S.C. 12101 et seq.) prohibits discrimination on the basis of disability in employment, State and local government services, public transportation, public accommodations, facilities, and telecommunications. Title II of the Act applies to facilities operated by State and local public entities which provides services, programs and activities. Title III of the Act applies to facilities owned, leased, or operated by private entities which accommodate the public.

f. Age Discrimination Act of 1975 - This Act (42 U.S.C. 6101 et seq.) provides that no person in the United States shall on the basis of age, be excluded from participation, be denied the benefits of or be subjected to discrimination under any program or activity receiving Federal financial assistance.

g. Architectural barriers - All facilities intended for or accessible to the public or in which physically handicapped persons may be employed must be developed in compliance with the Architectural Barriers Act of 1968 (42 U.S.C. 4151 et seq.) as implemented by 41 CFR 101-19.6, section 504 of the Rehabilitation Act of 1973 (42 U.S.C. 1471 et seq.) as implemented by 7 CFR parts 15 and 15b, and Titles II and III of the Americans with Disabilities Act of 1990

h. Nondiscrimination - Agency financial programs must be extended without regard to race, color, religion, sex, national origin, marital status, age, or physical or mental handicap. You must display posters informing users of these requirements. As a recipient of funding, you are also required to post a copy of the Non-Discrimination Statement listed below in your office and include in full, on all materials produced for public information, public education and public distribution both print and non-print.

Non-Discrimination Statement

“This institution is an equal opportunity provider and employer.”

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call

(866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

If the material is too small to permit the full statement to be included (the paper is smaller than 8.5x11, folded or not), the material at a minimum will include the statement in print size no smaller than the text that **“This institution is an equal opportunity provider and employer.”**

The Agency will monitor your compliance with these requirements during a pre-award and post grant compliance review.

- i. Data Collection - If beneficiaries (users) are required to complete an application or screening for the use of the facility or service that you provide, you must collect data by Race (American Indian or Alaska Native, Asian, Black or African American, White); Ethnicity (Hispanic or Latino, Not Hispanic or Latino); and by Sex. The Agency will collect this data as part of the required compliance review described under paragraph 15. A sample format is attached.

We look forward in continuing to work with you to complete this project and if you have any questions please contact Sheri Rice at 319-201-3064 or by e-mail at sheryl.rice@usda.gov.

Sincerely,



Sheryl L. Rice
Area Specialist

SAMPLE DATA COLLECTION FORM

All USDA Rural Development funded organizations must collect, maintain and provide data on race, ethnicity, gender and other information necessary to determine compliance with civil rights laws. The organizations may be public bodies, non-profit corporations, or for-profit corporations, such as, partnerships, limited liability corporations and proprietorships. This sample form may be used to collect the data.

	PARTICIPANTS (collect data only if application or other screening is done for services)		EMPLOYEES		BOARD of DIRECTORS	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
ETHNICITY						
Hispanic or Latino						
Not Hispanic or Latino						
TOTAL						
RACE						
American Indian, Alaska Native						
Asian						
Black or African American						
Native Hawaiian or other Pacific Islander						
White						
TOTAL						

Dates of data collection _____

Collected by _____

LETTER OF INTENT TO MEET CONDITIONS

Date _____

TO: United States Department of Agriculture

Rural Development

(Name of USDA Agency)

127 W. South St.
Tipton IA 52772

(USDA Agency Office Address)

We have reviewed and understand the conditions set forth in your letter dated 02-13-2020. It is our intent to meet all of them not later than 02-13-2021.

Monticello, City Of

(Name of Association)

BY X

X

(Title)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a persons is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0570-0062. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data. needed, and completing and reviewing the collection of information.

REQUEST FOR OBLIGATION OF FUNDS

INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED ()					
Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.					
1. CASE NUMBER ST CO BORROWER ID 16-053-478711462		LOAN NUMBER		FISCAL YEAR	
2. BORROWER NAME Monticello, City Of			3. NUMBER NAME FIELDS (1, 2, or 3 from Item 2)		
			4. STATE NAME Iowa		
			5. COUNTY NAME Jones		
GENERAL BORROWER/LOAN INFORMATION					
6. RACE/ETHNIC CLASSIFICATION 1 - WHITE 2 - BLACK 3 - AIAN 4 - HISPANIC 5 - API		7. TYPE OF APPLICANT 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC. OF FARMERS 6 - ORG. OF FARMERS 7 - NONPROFIT-SECULAR 8 - NONPROFIT-FAITH BASED 9 - INDIAN TRIBE 10 - PUBLIC COLLEGE/UNIVERSITY 11 - OTHER		8. COLLATERAL CODE 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	
9. EMPLOYEE RELATIONSHIP CODE 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC.		10. SEX CODE 1 - MALE 2 - FEMALE 3 - FAMILY UNIT 4 - ORGAN. MALE OWNED 5 - ORGAN FEMALE OWNED 6 - PUBLIC BODY		11. MARITAL STATUS 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)	
12. VETERAN CODE 1 - YES 2 - NO		13. CREDIT REPORT 1 - YES 2 - NO			
14. DIRECT PAYMENT (See FMI)		15. TYPE OF PAYMENT 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY		16. FEE INSPECTION 1 - YES 2 - NO	
17. COMMUNITY SIZE 1 - 10 000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000		18. USE OF FUNDS CODE (See FMI)			
COMPLETE FOR OBLIGATION OF FUNDS					
19. TYPE OF ASSISTANCE 850 (See FMI)		20. PURPOSE CODE 8		21. SOURCE OF FUNDS	
22. TYPE OF ACTION 1 - OBLIGATION ONLY 2 - OBLIGATION/CHECK REQUEST 3 - CORRECTION OF OBLIGATION		23. TYPE OF SUBMISSION 1 - INITIAL 2 - SUBSEQUENT		24. AMOUNT OF LOAN	
25. AMOUNT OF GRANT \$73,000.00		26. AMOUNT OF IMMEDIATE ADVANCE		27. DATE OF APPROVAL MO DAY YR	
28. INTEREST RATE 0 %		29. REPAYMENT TERMS			
COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS					
30. PROFIT TYPE 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT					
COMPLETE FOR EM LOANS ONLY			COMPLETE FOR CREDIT SALE-ASSUMPTION		
31. DISASTER DESIGNATION NUMBER (See FMI)			32. TYPE OF SALE 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN		
FINANCE OFFICE USE ONLY			COMPLETE FOR FP LOANS ONLY		
33. OBLIGATION DATE MO DA YR			34. BEGINNING FARMER/RANCHER (See FMI)		

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

ORIGINAL - Borrower's Case Folder

COPY 1 - Finance Office

COPY 2 - Applicant/Lender

COPY 3 - State Office

CERTIFICATION APPROVAL

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

35. **COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL**

Per Letter of Conditions.

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. _____ YES _____ NO

WARNING: Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date X _____, 20 20 _____ X _____
X
(Signature of Applicant)

Date _____, 20 _____ _____
(Signature of Co-Applicant)

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.

(Signature of Approving Official)

Typed or Printed Name: _____

Date Approved: _____ Title: _____

38. TO THE APPLICANT: As of this date _____, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.

City Council Meeting
Prep. Date: 02/14/2020
Preparer: Doug Herman



Agenda Item:
Agenda Date: 02/17/2020

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

Park and Rec Report Equipment Docs.
PD Report
Ambulance Report

Fiscal Impact:

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

- **Park and Recreation Dpt. Report**
 - Proposed Equipment Purchase update (Caterpillar Toolcat)
- **Police Chief / Ambulance Administrator Report**
 - PD Report
 - Ambulance Report
- **City Administrator Report**
 - Royal Flush desire to lease space for sale of new trailers. Signage? Gravel?
 - Royal Flush desires to rent space on their property, between their building and Kardes 151, to display approx. ten trailers. They are proposed to be displayed on gravel. Technically any signage should be on the building, on a monument sign, or an approved pole sign. I think their preference was a sign on 4 x 4 wood posts and/or a sign that would be located on one of the trailers. Due to some uncertainty on these issues in our Code I wanted to bring this to you for discussion.
 - Catalyst Grant update. (Invitation to submit Full Grant received.)
 - City of Monticello Rules of Order & Procedure for Conduct of City Council Business review / discussion. (Questions? Action item on next agenda?)



Bobcat

Product Quotation

Quotation Number: HMM-19868

Date: 2020-02-06 09:45:23

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH:
CITY OF MONTICELLO Attn: JACOB 766 N MAPLE ST MONTICELLO, IA 52310	J P Scherrman, Inc, Farley, IA 1350 FIRST AVENUE NW FARLEY IA 52046-0309 Phone: (563) 744-3393 Fax: (563) 744-3606	Contract Holder/Manufacturer Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 701-280-7860 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
Bobcat 5600 Adjustable Vinyl Seats All-Wheel Steer Automatically Activated Glow Plugs Auxiliary Hydraulics <ul style="list-style-type: none"> Variable Flow with dual direction detent Beverage Holders Bob-Tach Boom Float Cargo Box Support Cruise Control Deluxe Operator Canopy includes: <ul style="list-style-type: none"> Front Window, Rear Window , Front Wipers, and Electrical Power Port Lower Engine Guard Limited Slip Transaxle Engine and Hydraulic Monitor with Shutdown Front Work Lights Full-time Four-Wheel Drive Horsepower Management <ul style="list-style-type: none"> Roll Over Protective Structure (ROPS) . Meets Requirements of SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) . Meets Requirements of SAE-J1043 & ISO3449, Level I Dome Light	M1221	1	\$45,393.40	\$45,393.40
Hydraulic Dump Box Instrumentation: <ul style="list-style-type: none"> Hour meter, Job Hours, Speedometer, Tachometer, Fuel Gauge, Engine Temperature Gauge, and Warning Lights Joystick, Manually Controlled with Lift Arm Float Lift Arm Support Parking Brake, automatic Power Steering with Tilt Steering Wheel Radiator Screen Rear Receiver Hitch Seat Belts, Shoulder Harness Spark Arrestor Muffler Suspension, 4-wheel independent Tires: 27 x 10.5-15 (8 ply), Lug Tread Toolcat Interlock Control System (TICS) Two-Speed Transmission Machine Warranty: 12 Months, unlimited hours Bobcat Engine Warranty: Additional 12 Months or total of 2000 hours after initial 12 month warranty				
Deluxe Road Package Backup Alarm Turn Signals Flashers Tail Lights Brake Lights Rear View Mirror	M1221-P01-C01	1	\$1,973.70	\$1,973.70
Cab Enclosure with Heater & Air Conditioning	M1221-R02-C03	1	\$4,134.40	\$4,134.40
High Flow Package	M1221-R03-C02	1	\$1,475.60	\$1,475.60
29 X 12.5 Turf Tires	M1221-R05-C05	1	\$668.10	\$668.10
Attachment Control	M1221-R08-C02	1	\$200.60	\$200.60
Power Bob-Tach	M1221-R12-C02	1	\$934.15	\$934.15
Traction Control	M1221-R16-C02	1	\$463.25	\$463.25
Interior Trim	M1221-A01-C05	1	\$174.25	\$174.25
84" Angle Broom	7337715	1	\$4,578.24	\$4,578.24
Snow Pusher, 8 ft (94 in).	7113767	1	\$2,484.44	\$2,484.44

Total of Items Quoted
Dealer Assembly Charges
Quote Total - US dollars

\$62,480.13
\$0.00
\$62,480.13

Notes:

**Prices per the Iowa State Contract #MA 005 – 17312C
*Terms Net 30 Days. Credit cards accepted.
*FOB Destination within the 48 Contiguous States.
*Delivery: 60 to 90 days from ARO.
*State Sales Taxes apply. IF Tax Exempt, please include a Tax Exempt Certificate with order placed.
*TID# 38-0425350
Orders Must be Placed With: Clark Equipment dba Bobcat Company, Govt Sales, 250 E Beaton Drive, PO Box 5000, West Fargo, ND 58078.

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS: _____

BILL TO ADDRESS (if different than Ship To): _____





Product Quotation

Quotation Number: 32832D032835

Date: 2020-02-14 08:38:05

Ship to	Bobcat Dealer	Bill To
City of Monticello Attn: Jacob Oswald Monticello, IA Phone: (319) 465-6640	Bobcat of Cedar Rapids, Cedar Rapids, IA 1925 BLAIRS FERRY ROAD NE CEDAR RAPIDS IA 52402-5811 Phone: (319) 393-2820 Fax: (319) 393-3517	City of Monticello Attn: Jacob Oswald Monticello, IA Phone: (319) 465-6640

Description	Part No	Qty	Price Ea.	Total
Bobcat 5600	M1221	1	\$54,267.00	\$54,267.00
Adjustable Vinyl Seats	Hydraulic Dump Box			
All-Wheel Steer	Instrumentation:			
Automatically Activated Glow Plugs	Hour meter, Job Hours, Speedometer,			
Auxiliary Hydraulics	Tachometer, Fuel Gauge, Engine			
Variable Flow with dual direction detent	Temperature Gauge, and Warning Lights			
Beverage Holders	Joystick, Manually Controlled with Lift Arm Float			
Bob-Tach	Lift Arm Support			
Boom Float	Parking Brake, automatic			
Cargo Box Support	Power Steering with Tilt Steering Wheel			
Cruise Control	Radiator Screen			
Deluxe Operator Canopy includes:	Rear Receiver Hitch			
Front Window, Rear Window ,	Seat Belts, Shoulder Harness			
Front Wipers, and Electrical Power Port	Spark Arrestor Muffler			
Lower Engine Guard	Suspension, 4-wheel independent			
Limited Slip Transaxle	Tires: 27 x 10.5-15 (8 ply), Lug Tread			
Engine and Hydraulic Monitor with Shutdown	Toolcat Interlock Control System (TICS)			
Front Work Lights	Two-Speed Transmission			
Full-time Four-Wheel Drive	Machine Warranty: 12 Months, unlimited hours			
Horsepower Management	Bobcat Engine Warranty: Additional 12 Months or total			
Roll Over Protective Structure (ROPS) . Meets Requirements	of 2000 hours after initial 12 month warranty			
of SAE-J1040 & ISO 3471				
Falling Object Protective Structure (FOPS) . Meets				
Requirements of SAE-J1043 & ISO3449, Level I				
Dome Light				
Deluxe Road Package	M1221-P01-C01	1	\$2,322.00	\$2,322.00
Backup Alarm	Side Mirrors			
Turn Signals	Horn			
Flashers	Lower Engine Guard			
Tail Lights	Rear Work Lights			
Brake Lights	Headlights			
Rear View Mirror				
Cab Enclosure with Heater & Air Conditioning	M1221-R02-C03	1	\$4,864.00	\$4,864.00
High Flow Package	M1221-R03-C02	1	\$1,736.00	\$1,736.00
Keyless Ignition	M1221-R06-C02	1	\$336.00	\$336.00
Heavy Duty Battery	M1221-R07-C02	1	\$97.00	\$97.00
Attachment Control	M1221-R08-C02	1	\$236.00	\$236.00
Power Bob-Tach	M1221-R12-C02	1	\$1,099.00	\$1,099.00
Radio Option	M1221-R15-C02	1	\$533.00	\$533.00
Traction Control	M1221-R16-C02	1	\$545.00	\$545.00
Interior Trim	M1221-A01-C05	1	\$205.00	\$205.00
62" Standard Duty Bucket	7272769	1	\$785.00	\$785.00

Total of Items Quoted
Discount City of Monticello
Quote Total - US dollars

\$67,025.00
(\$11,125.00)
\$55,900.00

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____ Date: _____

City of Granger

Between Public Works, Streets Department, Water Department, Sewer Department and Parks & Recreation the City of Granger's Bobcat Toolcat 5600 is used every day of the year. The main use for our Toolcat is directly related to Parks & Recreation activities with use by other departments as needed and when Parks & Recreation does not have it in use. During the winter months an angled broom is attached to make quick and efficient work of snow removal from City maintained sidewalks and trails as well as parking lot areas. The broom works extremely well and is usually able to get down to bare pavement in one pass unless ice exists underneath the snow. We have a winter truck tire typeset of tires we put on the machine for better traction on snow and ice. Last year a SnowEx drop spreader was purchased to be able to spread ice melt. The addition of the spreader to our Toolcat has led to much better ice control on sidewalks and trails than we were able to obtain previously with little to no waste as you can place the ice melt directly where it is needed and not wasted by being thrown passed the width of the sidewalk and on to grass or sensitive areas. Once spring arrives and the snow has thawed, we then use the broom to remove rock out of grass.

From spring through fall the Toolcat is used for numerous activities. A list of most frequently used for activities is listed below:

- Hauling and distribution of supplies to City buildings and parks
- Trash removal from City parks
- Moving bleachers, trash cans, picnic tables
- Weed spraying (spot spraying & with a 50-gallon 12 ft boom sprayer)
- Tree pruning
- Mulching trees and landscape beds
- Planting bushes, trees and flowers
- Dirt/rock grading
- Baseball field infield material spreading
- Set up and tear down of Granger Days City Celebration
- Watering bushes, trees and flowers
- Moving pallets
- Pulling posts
- Patching pot holes

Attachments that we use with our Toolcat:

- Buckets (smooth and tooth edge)
- Pallet forks
- Auger with bit sizes from 6" - 30"
- Angled Broom
- Street Broom
- Snow Blade
- Snow Blower
- Pulls a 200-gallon water tank trailer that we made to water bushes, trees and flowers
- 50-gallon 12 ft boom Sprayer

As the main and daily operator of our Toolcat this machine is my extra set of hands and allows me to perform numerous tasks by myself quickly and efficiently. It is a very nimble machine and allows me to perform work in tight or restricted clearance areas with ease. While it cannot lift as much as a skid loader with the bucket, the speed of the machine makes up for it and you have a small pickup like type bed to haul other items in. Last year I purchased a 4 ft bed rail mounted tool box and stocked it with

the most frequently used tools I use, i.e.; hand tools, pruners, marking paint and flags, chain, stump killer, chemical gloves and still have room for additional items for task or project specific needs. I drive this machine throughout our parks and greenspaces as well as all over town. This machine is my "daily driver." With the small foot print it allows me to get right in to the parks and up to where the work needs done saving time of having to bring tools/supplies in to the park by hand and from a far distance. The machine also has turf type tires on it from spring through fall that allow me to drive on grass without leaving ruts even after smaller amounts of rain. The small foot print along with the nimbleness and turf tires allows me to use a 50-gallon with a 12 ft boom to apply turf pesticides on approximately 16 acres of city parks, fields, green spaces and facility grounds. Routine maintenance of the machine is quick and easy as well as some of the more repair type activities we have done to it. We have had only a handful of repairs done to the machine but approximately 95% of those have been done by myself or in house with only a few having to be done at the dealer saving us as much as possible on repair bills. The current hour meter reading is 1558 and the machine is approximately 6 years old.

City of Clive

Hello Jacob, We have and use daily the 5600 series multi-purpose Toolcat and love it. We have the broom attachment which we use a lot on our trails and for snow. Also have the snow blower attachment, auger attachments, and of course bucket attachments. So yes it's worth the money to have one wish we had two of them. We also have a Kubota RTV-900 and a 1100 RTV which we use a lot on our trails for trash and trail maintenance.

Yes the durability of the Toolcat is impressive. We have a 2013 with 2,800 hrs on it and have had little or no problems with it. We pretty much do everything with ours from hauling mulch to playgrounds, dirt work, concrete work, The guys use it a lot on our trails for tree maintenance. Just about anything you can think of it will do. For snow removal it depends on the snow. Light and fluffy we use the broom, deep snow the blower. We also have a Kubota 1547 loader it's a smaller tractor which we put a blade on the front of it and that works very well for parking lots and trail snow removal.

City of Johnston

We utilize a Toolcat and also have two John Deere gators. We have areas that are fairly remote. It's easier to use than other pieces of equipment. It's also used a lot for snow removal...put a brush on it to do 4-5' sidewalks.

City of Grimes

We have the Bobcat 3650 UTV with the bucket, forks, and snow blade for our attachments. It does have far less power than what the Toolcat has. We use it for snow on our trails and then let our softball/baseball clubs use them on the weekends for their tournaments. I'm not impressed with the power that it has and it will sometimes struggle in the heavier snows. If I had the option on what one to buy, I personally would go with the Toolcat but it also is a higher priced machine but also has many more attachments that can be used with it.

City of Ames

We have a Toolcat, and I have found it to be a very useful machine, I would actually like to have another one in our fleet given our tasks and how many times we could have it working on multiple things at the same time.

The toolcat can function like a skid steer, tractor, and haul cart, but it is not a direct or complete replacement for any of these items. By blending all the functions into the one machine the performance of each compared the replaced machine is middle of the road, not cutting edge for all features. What I mean by this is the toolcat front lift is like a skid steer but does not have the weight capacity or the height max reach of a skid. It will do the job within the specs given and is very functional for most tasks, but it can't replace a skid steer for everything we need a skid steer to complete. I'm not trying to discount what it can do, it is a very functional and versatile machine, one I love use and have but I don't want to not point out the fact to be sure it can do the tasks you are going to ask of it. Lift capacity is I believe 1,500 pounds, so unloading pallets of salt or fertilizer at 2,500 pounds or more is asking it to work outside of the range it should be in.

Where the toolcat shines is flexibility and especially for us in snow removal. We have implements that the skid and toolcat share: buckets, forks, stumpgrinder, vplow, snowblower, power angle broom, post hole auger with bits 9 to 36 inches, 90 inch finish mower, brush grapple bucket. The transport speed and cab on the toolcat make it great for getting around town and to a job site easily with any of these items in all conditions.

For maintenance, I have had the unit overheat alarm, but both times I found a very clogged pre-cleaner screen on the radiator. Likely not cleaned after mowing prairie or other heavy debris work. We did damage ours in the beginning by not thinking through the capacity limitations of it vs the skid in lifting logs with the grapple bucket. Both of these are more operator or training issues, not the machines fault.

If the working ranges and capacities of the toolcat are what you need, or if you have the other units and just want to be able to do more with flexibility, I fully recommend the Toolcat as an addition to your fleet.







Parks Department		Streets Department
<u>Vehicles</u>		<u>Vehicles</u>
2006 GMC	Handed down from Streets	Van
Ford Ranger	Handed down from Police	Ford 250
Polaris Ranger	Purchased in 2006	Ford 350 w/ Plow
		Skid Loader
		Backhoe
		Dump Truck (+1 PW Driver)
		Bucket Truck
<u>Misc</u>		<u>Misc</u>
Floor Scrubber		Rakes
Push Mower (broken)		Brooms
Pump Sprayer (3)		Shovels
Shovels (2)		Trailer
Rakes (1)		Dump Trailer
Snow Shovels (2)		Power Tools
Portable Power Washer	Purchased in 2017	Chain Saws
Pole Saw	Purchased in 2019	Water Wagon
Weed Trimmer	Purchased in 2019	Edger
Leaf Blower	Purchased in 2019	Pole Saw
		Weed Trimmer
		Chipper (jointly purchased)
		Power Washer
		Electrical Cords
<u>Storage</u>		
6' x 15'	to store all Misc items + cleaning supplies	
Trucks	sit outside year round	
Ranger	city shop	
Water Department		Cemetery
<u>Vehicles</u>		<u>Vehicles</u>
Ford Tractor (bush hog, blade, gill)		John Deere Tractor
Zero turn mower		Wheel Barrow
		Sprayer
Other		
<u>Rented/Borrowed</u>	<u>Notes</u>	
Grass Seeder	borrowed from Fair	
Auger	rented from Kromminga Motors	
Field Groomer	borrowed from MYBSA	
Dethatcher	rented from A1 Rentals	



201 E. South Street
Monticello, IA 52310
(319) 465-3526
Fax (319) 465-4681

From the Office of:

Chief of Police

Britt D. Smith

POLICE DEPARTMENT ACTIVITY

For the month of:

JANUARY 2020

Total Calls for Service: 242 (242 for 2020)

Traffic Stops: 66

Citations: 14

Parking Citations: 14

Arrests: 6; (9 total criminal charges)

2-Operating While Intoxicated

1-Domestic Assault

1-Possession Drug Paraphernalia

1-Harassment 3rd

1-Public Intoxication

1-Assault on Persons in Certain Occupations

1-Interference with Official Acts

1-Warrant.

Accidents Investigated: 7

EMS Assists: 24

Nuisance Warnings: 12

Use of Force: 0

Public Complaints: 0

Information:

I have completed a grant application through the Dubuque Racing Association to assist with expenses associated with the upcoming replacement of our portable and mobile radios. The

201 E. South Street
Monticello, IA 52310
(319) 465-3526
Fax (319) 465-4681

application request is for just under \$7,000. We will receive word in May if we were awarded the grant.

As always, if you have any questions feel free to contact me.

Britt



201 East South Street
Monticello, IA 52310
319-465-3526

From the Office of:

Chief of Police

Britt D. Smith

Ambulance Service Activity

For the month of:

January, 2020

Total EMS Calls for Service: 42

Adam 27 (Primary Unit) 40

15-City of Monticello Addresses
7-Monticello Nursing/Rehab
8-County Addresses within our Service Area
5-Jones Regional Medical Center Transfers
4-Anamosa City Addresses (Anamosa Unavailable)
1-Mutual Aid with Anamosa Ambulance

Adam 28 (Secondary Unit) 2

1-Monticello Nursing/Rehab
1-County Address within Service Area

I am currently working on a grant application with the Assistance to Fire Fighters Grant to cover the costs of upgrading our current ambulance to a power load assist stretcher. This power load assist will allow ambulance personnel the ability to push the stretcher to the rear of the ambulance, lock it into place and the power load will raise the wheels without requiring the ambulance personnel to physically lift the stretcher and bear the full weight of the patient on the arms and back while loading the stretcher into the ambulance.

New Ambulance Funding

We were awarded funding through USDA towards the purchase of a new Ambulance. The MEMT organization also did a significant amount of fundraising. We additionally had money that had been placed into an ambulance improvement fund which consisted of some township contributions, and general fund contributions.

\$73,000	USDA Grant
\$78,000	Ambulance Improvement Fund
\$34,000	MEMT Fundraising
\$186,000	

\$22,000	Request to City for Difference (Cash Reserves)
\$208,000	Ambulance Total Purchase Price

*201 East South Street
Monticello, IA 52310
319-465-3526*

MEMT currently has approximately \$54,000 within their available funds. \$34,000 of this was specifically raised for the purchase of the new ambulance. The additional \$20,000 was money already on hand that was ear marked for the purchase of the power load stretcher. Since we are applying for a grant to cover the purchase of this, it is my recommendation that the \$20,000 be retained until the grant status is known. If we are awarded the grant, I would recommend to MEMT that this \$20,000 be ear marked as a set-a-side for the future purchases of a new ambulance.

I anticipate implementing the new schedule around April 1st. I have begun a recruitment campaign to generate more volunteers to join and serve with the service. Increasing the number of volunteer hours and reducing the number of hours covered by paramedics will be the only significant way to reduce our daily operating costs. As a way to recruit local volunteers, we will be increasing the "on-call" rate of pay from \$2.00/hr to \$8.00/hr. This creates more incentive for local members to sign up for "on-call" time, while still providing a cost savings to the service. As soon as we have secured the necessary number of local volunteers we will move forward with the implementation of the new schedule.

If you have any questions, please contact me.

Britt