

City of Monticello, Iowa

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Final Agenda Posted on May 15, 2020 at 3:30 p.m.
Monticello City Council Meeting May 18, 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	May	04, 2020
Approval of Payroll	May	07, 2020
Approval of Bill List		
Approval of Treasurer's Report for April, 2020		

Public Hearing and Resolutions Related Thereto: None

Motions: None

Resolutions:

1. **Resolution** to approve Agreement for Communication Services with the Jones County Sheriff's Department for FY '21.
2. **Resolution** to support Application for Rural Innovation Grant in the amount of \$20,000.
3. **Resolution** to approve plan to move forward with Highway 38 Sewer Main Project
4. **Resolution** to authorize entry into contract with Midwest Concrete to install the Hwy. 38 Trail, Base Quote and/or Alternate #1
5. **Resolution** to approve standard Residential Tax Abatement related to property located at 703 N. Birch Street.

6. **Resolution** direction action related to Aquatic Center usage during the 2020 season.

Ordinances: None

Reports / Potential Action:

1. City Administrator
 - a. City Code
 - b. Employee handbook
 - c. Letter from Nick Strittmatter Re: Sidewalk from Gill to Walnut Street
2. Police Chief
 - a. PD Report
 - b. Ambulance Report

Discussion and Mayoral Proclamation: Continued Covid-19 Response:
Public Buildings Closures

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.

Meeting Instructions for the Public

Due to the Covid-19 Virus the City Council will not be allowing the Public access into the Council Chambers. However, the Council will be meeting in the Chambers.

The City Administrator will be on the Zoom Meeting app and you may participate by joining the meeting via zoom, the information being set forth below.

Time: May 18, 2020 05:55 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87816073323?pwd=SWR6bVFyUVVONjhXa3NaRUhOanpNZz09>

Meeting ID: 878 1607 3323

Password: 793118

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 878 1607 3323

Password: 793118

The meeting will also be broadcast live via Mediacom.

Regular Council Meeting
May 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, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler and Police Chief Britt Smith. The public was invited to participate in the meeting, which was held electronically due to the heightened public health risks of the Coronavirus Pandemic (COVID-19), via "Zoom Meetings" and were encouraged to communicate during the meeting via chat. The meeting did have public attendance and some active participation.

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

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

Mayor Wolken opened the public hearing on the proposed Amendment of Fiscal Year 2019/2020 City Budget. Staff received no written comments and there were no oral comments. Mayor Wolken closed the hearing on the proposed Amendment of Fiscal Year 2019/2020 City Budget. Yeoman moved to approve Resolution #2020-58 City Budget Amendment and Certification FY2020- Amendment #2, Langerman seconded, roll call unanimous.

Goedken moved to approve Resolution #2020-59 Reporting all Employees' Wages for calendar year ending December 31, 2019, Hanken seconded, roll call unanimous.

Herman reviewed the three bids received for final grading, seeding, fertilizing and mulching of North Sycamore Street. The low bidder, Emerald Green Lawncare from Lisbon, has been in business for over 20 years and submitted a bid in the amount of \$5,450.00. Langerman moved to approve Resolution #2020-60 to approve North Sycamore Street Seeding Contract between the City of Monticello and Emerald Green Lawncare, Lux seconded, roll call unanimous.

Herman reported the City's Engineer, Dieter Muhlack, has reviewed and recommended approval of the 2nd Pay request submitted by Crawford Company in the amount of \$24,594.55. Goedken moved to approve Resolution #2020-61 Approving Pay Request #2 from Crawford Company, related to Berndes Center HVAC Project, Langerman seconded, roll call unanimous.

Herman reported the Welter Family has agreed to transfer ownership of the former Dollar General/Dime Store as a gift to the City of Monticello to facilitate the transfer of the property to the Creative Adventure Lab, Inc who will repurpose the building as a "Creative Adventure Lab" and "Innovation Lab" with office space for the proposed "Main Street Monticello". Jordan DeGree, Executive Director of Creative Adventure Lab, Inc. played a short video featuring the Dubuque Creative Adventure Lab to show what would be possible in Monticello. Deb Bowman, Lisa Stadtmueller and Cammie Greif all spoke via Zoom in support of the Innovation Lab. DeGree stated they could use both the main and lower levels of the building and would be open for all ages. They would look to for unique activities and connections to the community, not just copy the Creative Adventure Lab in Dubuque. They would be open for families, school field trips, childcare /daycare visits and private events. Chief Smith responded to questions related to parking, indicating that he did not see a problem, that Dollar General successfully operated at that location for years with many trucks in and out of there. Goedken questioned whether

the City would be investing money in the building. Herman explained that the City was eligible for certain grants that could be used to cover some early renovation costs. If there were costs to be incurred, those costs would be reimbursed by the Creative Adventure Lab so long as they were pre-approved by Creative Adventure Lab. Herman explained that a Phase I Environmental study was underway with the costs to be covered by the IDNR. This must be done prior to the City taking ownership of the building if the City desires to have an asbestos inspection that is also covered by the IDNR Brownfields Program. Goedken moved to approve Resolution #2020-62 Approving transfer of building located at 101 East 1st Street from the Welter family to the City of Monticello and plan to transfer building from City to the Creative Adventure Lab, Inc. Hanken seconded, roll call unanimous.

Herman reported that he is working with the Cobblestone Inn's lenders who are looking at options to improve the finances of the hotel moving forward and they suggested that the City not take action on any amendments to the Development Agreement until they had a plan in place to present to the City.

Herman distributed final Hwy 38 trail plans to contractors.

Herman advised that Iowa Codification is working on the final draft of the City Code update. The proposed code amendment related to a second meter for filling swimming pools will be included in the final code for Council consideration.

Herman completed his review of the new City Handbook and will review with the City Attorney before presenting to the City Council for approval.

Herman advised that the Sewer Plant grant has been submitted. Jones County Economic Development, Executive Director Derek Lumsden, stated that the City should know in June if the application was successful, with potential grant funds between \$1 and \$1.5 million. Overall project costs are estimated to be around \$8 million. Lumsden reported that the size of the potential grant has been lowered due to a re-allocation of funds at the federal level due to the COVID-19 outbreak.

Herman reported the grant related to the Airport grading and paving project has been submitted.

Herman indicated that he planned to apply for the Rural Innovation Grant for funding to improve the storefront at 101 East First Street based upon the Council's support of this project. Herman will work on an agreement with Creative Adventure Lab.

Herman reported that the Fair agreed to pay for the additional \$1,300 to make the Maple Street sidewalk 5' wide, if it can be done without damaging the trees, with the understanding that their payment would not be due until the fall of 2021.

Herman received plans from Snyder & Associates to bring the pedestrian ramps at the intersection of Sycamore and East First Street, that were not re-done as part of the N. Sycamore Street project, into compliance with the ADA.

Herman reviewed a letter mailed to Norm Zimmerman, Sid Schatz and Lisa Winch related to the possible extension of a sewer main to serve their properties, all located along North Cedar

Regular Council Meeting
May 4, 2020

Street, and proposing a \$10,000 assessment against each property over a 10-year period. Herman reported visiting with Schatz who advised that his septic works fine and is pumped regularly. Herman reported that the Schoon Addition residents were assessed \$7,500 at 0% interest for 10 years, when City extended the sewer into that neighborhood. After much discussion, Goedken moved to direct Herman to offer Zimmerman a \$9,000 assessment, which includes the \$500 for each neighbor to connect to the sewer and \$5,000 assessment for both Schatz and Winch. The assessments would be payable over a 10-year period at 0% interest, with the understanding that this offer would be a final offer, and if not accepted the property owners would need to install or maintain legal septic systems moving forward, Hanken seconded, roll call unanimous.

Smith reported that the P.D. completed the re-inspection of the sidewalks in Ward 1 and that 31 of the 54 properties notified of deficiencies last year had been repaired. Smith sent a courtesy letter to the remaining property owners, giving them 60 days to make the required repairs and informing them that the City would make the repairs and assess the property if the property owner did not see to the repairs. The Ward 2 inspection resulted in sixteen letters being sent to property owners directing repairs to be made within sixty days.

Council discussed the possibility of reopening City facilities on May 15th. Goedken advised if facilities were opened, City would need to hire someone to clean public areas every hour. Library Director Turnis indicated that their Board does not recommend re-opening at this time and is looking into a phased opening, starting with curb side pickup on May 11th and opening to the public sometime after May 15th. Goedken moved to extend the closing of City facilities through May 18th with more discussion at the next Council meeting, Lux seconded, roll call unanimous.

Feldmann moved to adjourn at 8:01 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

City of Monticello - Monthly Summary - April 1st thru 30th, 2020

Reviewed by *AS* 5/16/2020

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments Bank	Ending Fund Balance	
GENERAL FUNDS:	General	52089.26	451501.39	1680.68		77826.43	28858.33	867286.57	775.00	891205.05	275306.52	6112.41	6456.32		867286.57	
	Soldiers Memorial Board	12845.73	975.00	83.79		277.00		12568.73	100.00	27496.65					12568.73	
	Monticello Bermdes Center	89275.03		7.05		62737.17		27598.65		6678.43	10366.53				27598.65	
	Dare	6871.38		28.13		3518.89		6878.43		13541.19					6878.43	
	Insurance Fund	27398.48		31.40				23907.72		34600.54					23907.72	
	Monticello Trees Forever	34589.14		327.38		3712.22		34600.54		47374.67					34600.54	
	Fire	318684.66	20106.00	17.74	18750.00	32871.21		335385.82		24255.62	286011.15				335385.82	
	Ambulance Operating	17269.65	30550.49	29.22		21.70		33716.67		28448.76	9461.05				33716.67	
	Hotel/Motel Tax Fund	28441.24						28448.76							28448.76	
	Earl F Lehmann Trust	238.14						238.14					238.14		238.14	
	Street Bond	1200.00						1200.00		1200.00					1200.00	
	Police Improvement	1255.33		1.28				1256.61		1256.61					1256.61	
	Library Improvement	43183.19		44.35		316.17		42911.37		3931.87	38979.50				42911.37	
	Library	14319.22	155.95	14.62	10208.33	9083.58		15614.54	75.00	10512.63	5026.91				15614.54	
	Equipment Set-A-Side	82845.22	65.00	85.10				82995.32		2438.93	80556.39				82995.32	
	Super Mac	4550.80		4.67		1645.22		2910.25		2910.25					2910.25	
	Airport	972.15	2680.74	0.99		3538.51		115.37		115.37					115.37	
	Revolving Loan Fund	40318.14	75.00	41.41				40434.55		14159.55	26275.00				40434.55	
	SPECIAL REVENUE FUNDS:	Road Use Tax	578838.04	44208.69			24860.16		598186.57		97011.97	501174.60				598186.57
		Employee Benefits	327920.26	143630.77	343.65		33046.96		438847.72		104017.42	334630.30				438847.72
TIF Tax Collections		245472.83	61138.54	298.13				306909.50		153593.24	153316.26				306909.50	
Slavka Gehret Trust		201575.02		4746.17		680.30		205640.89		106178.28	99462.61				205640.89	
Police Forfeiture Acct		852.47		0.87				853.34		853.34					853.34	
Debt Service		298476.81	123750.30	304.59				420631.70		230727.82	189804.08				420631.70	
TIF - Debt Payments		0.00						0.00							0.00	
Park Improvements		42580.07	3250.00	43.23		8869.65		37003.65		37003.65					37003.65	
Library Capital Improvements		8552.96		8.78				8561.74		8561.74					8561.74	
Ambulance Improvements		79229.39	9590.00	81.39				88900.78		12381.53	76519.25				88900.78	
DEBT SERVICE FUNDS:	TIF Projects	150232.62				20471.08		129761.54		1761.54	128000.00				129761.54	
	Cemetery Improvements	53342.14	20.20	225.87				53588.21		11465.90	42122.31				53588.21	
	Capital Improvements	278002.29	48834.02	287.22		15304.38		311819.15		31960.99	279858.16				311819.15	
	Youth Baseball & Softball	0.00						0.00							0.00	
	Low Income Housing	15055.99		15.46				15071.45		15071.45					15071.45	
	MDC Funds	0.00						0.00							0.00	
	Baty Disc Golf Course	11731.20		11.88				11743.08		11566.82	176.26				11743.08	
	Mary Maxine Redmond Trust	8383.06		8.60		174.00		8217.68		98.52	8119.16				8217.68	
	Pocket Park	6786.57		6.97				6793.54		6793.54					6793.54	
	PERMANENT FUNDS:	Cemetery Perpetual Care	166527.30	20.20					166547.50		84060.70	82486.80				166547.50
Charles S Bicknell Book Trust		82620.23		2354.54		1372.49		83602.28		54371.07	29231.21				83602.28	
Iona Mary Baker Trust		39159.44		39.39		150.00		39048.83		669.12	38379.71				39048.83	
Water Operating		112454.43	32413.81	115.52		16767.91		128215.85		99873.58	28242.27				128215.85	
Customer Deposits		91115.70	620.00			661.62		91074.08		9501.52	81572.56				91074.08	
ENTERPRISE FUNDS:	Water Capital Improvements	6538.58	529.06	53.51				7121.15		1834.85	5286.30				7121.15	
	Sewer Operating	192518.52	46706.61	197.78		27127.95		212294.96		115285.99	97008.97				212294.96	
	Sewer Capital Improvements	95988.66	529.06	145.84				96663.56		114.16	96549.40				96663.56	
	Sanitation	76850.39	46390.56	72.79		41648.59		80665.15		80665.15					80665.15	
	Sanitation Capital Improvements	10577.94		0.61				8399.15		8399.15					8399.15	
AGENCY FUNDS	Storm Water fund	2883.89	2507.03	2.96		159.31		5234.57		5234.57					5234.57	
	Self Funded Insurance	0.00	3581.83			3581.83		0.00							0.00	
	Flex Spending	336.11	61.54					397.65		397.65					397.65	
TOTAL OF ALL FUNDS	Enterprise Flex Spending	370.21	92.30			462.51		462.51		462.51					462.51	
		4428079.90	1072984.09	11763.56	28958.33	392603.73	28958.33	5120223.82	950.00	2085272.24	3021194.71	6112.41	6694.46	0.00	5120223.82	

City of Monticello
Cash On Hand By Bank
For April 30, 2020

ADman 5/6/2020

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.14	0.150	N/A		Earl F Lehmann Trust
Total by Bank	\$238.14				
Dutrac Credit Union					
Savings #227064-2	\$0.00		N/A		General Fund Slavka Gehret/Bidwell
CD #227064-2	\$0.00				
Total by Bank	\$0.00				
Regions Banks					
Checking # 0002959379	\$6,112.41	0.01	N/A		Soldiers Memorial Soldiers Memorial
Money Market #87688689	\$6,456.32				
Total by Bank	\$12,568.73				
Fidelity Bank & Trust					
	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$2,106,648.42	2.44	N/A		General Checking General Savings
Property Tax & Water #40001992	\$3,021,194.71	2.44	N/A		
Total by Bank	\$5,127,843.13				
Total Cash on Hand- All Banks	\$5,140,650.00				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$138.52				
Less Outstanding Checks	\$21,514.70				
Treasurer's Balance	\$5,120,223.82				

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 April 2020

Bank Balance		
General Checking	\$2,106,648.42	
Property Tax & Water	\$3,021,194.71	
Soldiers Memorial Ckg	\$6,112.41	
Earl F Lehmann Trust	\$238.14	
DuTrac Savings	\$0.00	
Soldier Memorial Money Market	\$6,456.32	
Total Bank Balance		<u>\$5,140,650.00</u>
Plus (Minus) Adjustment:		
Bank Charge/Error	<u>\$0.00</u>	
Total Adjustment		<u>\$0.00</u>
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	<u>\$138.52</u>	
Total Outstanding Credit Card Pymts		<u>\$138.52</u>
Less Outstanding Checks:		
Financial/Payroll	\$21,514.70	
Soldiers Memorial	<u>\$0.00</u>	
Total Outstanding Checks		<u>\$21,514.70</u>
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	<u>\$950.00</u>	
Total Investments		<u>\$950.00</u>
Treasurer's Balance		<u><u>\$5,120,223.82</u></u>

Prepared By: Sally Hinrichsen 5/6/2020
Sally Hinrichsen, City Clerk

Reviewed by: [Signature] 5/6/2020
Doug Herman, City Administrator

PAYROLL - MAY 7, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	April 20 - May 3, 2020				
Devin Arduser	\$ 19.15	\$ -	0.00	0.00	\$ 16.41
Brian Bronemann	262.56	-	0.00	0.00	223.11
Drew Haag	349.92	-	0.00	0.00	296.02
Ben Hein	50.40	-	0.00	0.00	43.22
Mary Intlekofer	1,911.00	-	0.00	0.00	1,305.77
Brandon Kent	1,911.00	-	0.00	0.00	1,243.69
Lori Lynch	2,101.88	106.88	0.00	0.00	1,421.11
Dave McNeill	352.80	-	0.00	0.00	298.49
Mandy Norton	134.40	-	0.00	0.00	115.24
Shelly Searles	1,911.00	-	0.00	20.38	1,300.91
Sabrina Strella	79.68	-	0.00	0.00	68.31
Chris Szymanowski	1,911.00	-	0.00	6.00	1,246.52
Jenna Weih	1,603.13	28.13	0.00	0.00	1,180.84
Curtis Wyman	534.38	-	0.00	0.00	364.89
TOTAL AMBULANCE	\$ 13,132.30	\$ 135.01	0.00	26.38	\$ 9,124.53
CEMETERY	April 18 - May 1, 2020				
Dan McDonald	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,196.99
TOTAL CEMETERY	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,196.99
CITY HALL	April 19 - May 2, 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 Tuel	1,486.40	-	0.00	0.13	975.53
TOTAL CITY HALL	\$ 9,609.92	\$ -	0.00	45.13	\$ 6,459.35
FIRE					
Joe Bayne	\$ 125.00	\$ -	0.00	0.00	\$ 115.44
David Husmann	60.00	-	0.00	0.00	55.41
Billy Norton	100.00	-	0.00	0.00	85.74
Paul Warner	100.00	-	0.00	0.00	92.35
TOTAL FIRE	\$ 385.00	\$ -	0.00	0.00	\$ 348.94
LIBRARY	April 20 - May 3, 2020				
Molli Hunter	\$ 525.50	\$ -	0.00	0.00	\$ 437.77
Penny Schmit	1,074.40	-	0.00	0.00	584.57
Michelle Turnis	1,615.38	-	0.00	0.00	1,001.75
TOTAL LIBRARY	\$ 3,215.28	\$ -	0.00	0.00	\$ 2,024.09
MBC	April 20 - May 3, 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
POLICE	April 20 - May 3, 2020				
Zachary Euehler	\$ 1,838.76	\$ -	0.00	0.00	\$ 1,366.61
Peter Fleming	1,884.11	-	0.00	20.00	1,350.41
Dawn Graver	2,056.80	-	0.00	0.00	1,478.77

PAYROLL - MAY 7, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE (cont.)					
Erik Honda	2,031.96	-	0.00	8.00	1,520.45
Jordan Koos	2,191.44	-	0.00	23.00	1,602.54
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	2,155.45	-	0.00	0.00	1,596.00
TOTAL POLICE	\$ 16,380.34	\$ -	0.00	51.00	\$ 12,042.71
ROAD USE					
April 18 - May 1, 2020					
Zeb Bowser	\$ 1,671.53	\$ 15.53	0.00	0.00	\$ 1,225.04
Eric Jungling	1,596.01	-	0.00	0.50	1,128.63
TOTAL ROAD USE	\$ 3,267.54	\$ 15.53	0.00	0.50	\$ 2,353.67
SANITATION					
April 18 - May 1, 2020					
Michael Boyson	\$ 1,690.24	\$ 46.24	0.00	0.00	\$ 1,184.89
Nick Kahler	2,019.23	-	0.00	0.00	1,386.87
TOTAL SANITATION	\$ 3,709.47	\$ 46.24	0.00	0.00	\$ 2,571.76
SEWER					
April 18 - May 1, 2020					
Tim Schultz	\$ 1,716.00	\$ -	0.00	28.00	\$ 1,188.65
Jim Tjaden	2,230.77	-	0.00	0.00	1,615.64
TOTAL SEWER	\$ 3,946.77	\$ -	0.00	28.00	\$ 2,804.29
WATER					
April 18 - May 1, 2020					
Daniel Pike	\$ 1,668.00	\$ -	0.00	0.00	\$ 1,210.04
TOTAL WATER	\$ 1,668.00	\$ -	0.00	0.00	\$ 1,210.04
TOTAL - ALL DEPTS.	\$ 60,439.85	\$ 196.78	0.00	151.01	\$ 42,641.48

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING		54.08		
BAKER PAPER CO INC	PD BUILDING SUPPLIES		27.17		
DAWN GRAVER	PD FUEL		12.68		
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES		230.00		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES		44.90		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL		1,930.49		
	110 POLICE DEPARTMENT TOTAL		2,299.32		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS		229.40		
	230 STREET LIGHTS TOTAL		229.40		
AQUATIC CENTER					
FAREWAY STORES #840-1	POOL BUILDING SUPPLIES		6.98		
JOHN DEERE FINANCIAL	POOL EQUIP REPAIR/MAINT		23.12		
	440 AQUATIC CENTER TOTAL		30.10		
CEMETERY					
INNOVATIVE AG SERVICES CO	CEMETERY GROUNDS SUPPLIES		76.30		
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES		59.95		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL		417.15		
	450 CEMETERY TOTAL		553.40		
SOLDIER'S MEMORIAL BOARD					
LADCO	SLDR MEM BLDG REPAIR/MAINT		1,061.37		
MEDIACOM	SLDR MEM TELEPHONE		25.53		
	498 SOLDIER'S MEMORIAL BOARD TOTAL		1,086.90		
ENGINEER					
SNYDER & ASSOCIATES, INC	ENGINEERING FEES- HWY 38 TRAIL		9,642.60		
	640 ENGINEER TOTAL		9,642.60		
CITY HALL/GENERAL BLDGS					
GEOSOURCE INC	PHASE I ESA-FORMER DOLLAR GEN		2,100.00		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK		317.70		
IOWA INTERACTIVE LLC	CREDIT CARD PROCESSING FEES		451.26		
IOWA STATE PRISON INDUSTRIES	CH BUILDING SUPPLIES		122.40		
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES		9.99		
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE		353.93		
LADCO	CH BLDG REPAIR/MAINT		3,184.11		
MEDIACOM	CH TELEPHONE		161.67		
MONTICELLO EXPRESS INC	CH ADVERTISING		1,238.02		
	650 CITY HALL/GENERAL BLDGS TOTAL		7,939.08		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	001 GENERAL TOTAL		21,780.80		
MONTICELLO BERNDES CENTER					
PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		690.61		
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		7.99		
STEVE MONK CONSTRUCTION, LTD.	MBC MOWING CONTRACT		5,850.00		
THEODORE KRAUS	MBC BLDG REPAIR/MAINT		138.55		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL		55.32		
NAYLOR SEED COMPANY	MBC GROUNDS SUPPLIES		390.00		
REXCO EQUIPMENT INC	MBC 2020 BOBCAT DOWN PAYMENT		9,825.00		
TCM BANK NA	MBC GROUNDS SUPPLIES		217.94		
	430 PARKS TOTAL		17,175.41		
	005 MONTICELLO BERNDES CENTER TOTAL		17,175.41		
FIRE					
FIRE					
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL		761.51		
UNITY POINT HEALTH HOSPITALS	FIRE PHYSICAL - HEIN		4,211.08		
	150 FIRE TOTAL		4,972.59		
	015 FIRE TOTAL		4,972.59		
AMBULANCE					
AMBULANCE					
AARON'S AUTOMOTIVE LLC	AMB VEHICLE REPAIR/MAINT		276.84		
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES		224.38		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES		27.17		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES		256.49		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL		801.10		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES		1,527.94		
TCM BANK NA	AMB MEDICAL SUPPLIES		150.00		
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES		359.83		
	160 AMBULANCE TOTAL		3,623.75		
	016 AMBULANCE TOTAL		3,623.75		
LIBRARY IMPROVEMENT					
LIBRARY					
MICRO MARKETING LLC	LIB IMP BOOKS		50.89		
TCM BANK NA	LIB IMP VIDEO/DVD RECORDINGS		190.21		
	410 LIBRARY TOTAL		241.10		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	030 LIBRARY IMPROVEMENT TOTAL		241.10		
LIBRARY					
LIBRARY					
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50			
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	348.67			
LADCO	LIB BLDG REPAIR/MAINT	1,061.37			
MEDIACOM	LIB TELEPHONE	119.12			
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES	4.50			
OVERDRIVE	LIB BOOKS	85.86			
SYSTEMS TECHNOLOGY GROUP INC	LIB IMP OFFICE SUPPLIES	495.00			
TCM BANK NA	LIB POSTAGE	46.29			
	410 LIBRARY TOTAL		2,166.31		
	041 LIBRARY TOTAL		2,166.31		
SUPER MAC FUND					
SUPER MAC FUND					
TCM BANK NA	SUPER MAC SUPPLIES	162.63			
	499 SUPER MAC FUND TOTAL		162.63		
	045 SUPER MAC FUND TOTAL		162.63		
AIRPORT					
AIRPORT					
LASLEY ELECTRIC LLC	AIRPORT BLDG REPAIR/MAINT	434.94			
	280 AIRPORT TOTAL		434.94		
	046 AIRPORT TOTAL		434.94		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	140.22			
CNH CAPITAL	RU TREE REMOVAL & PLANTING	100.00			
BRIAN CROWLEY	RU POWER WASHER, HOSE, ETC.	5,129.50			
DEMMEER OIL COMPANY	RU VEHICLE OPERATING	1,612.03			
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	284.10			
MID-IOWA SOLID WASTE EQUIP CO	RU EQUIP REPAIR/MAINT	3,447.01			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	1,556.63			
MONTICELLO EXPRESS INC	RU SUPPLIES	11.99			
NAYLOR SEED COMPANY	RU TREE REMOVAL & PLANTING	390.00			
SUPERIOR WELDING SUPPLY CO	RU SUPPLIES	45.00			
TCM BANK NA	RU SUPPLIES	57.93			
	210 STREETS TOTAL		12,774.41		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	110 ROAD USE TOTAL		12,774.41		
TRUST/SLAVKA GEHRET FUND LIBRARY					
TCM BANK NA	LIB GEHRET SUPPLIES		79.00		
	410 LIBRARY TOTAL		79.00		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		79.00		
LIB CAPITAL IMPROVEMENTS LIBRARY					
KERRY DAVIS	LIB CAP IMP BLDG REP/MAINT		1,790.93		
	410 LIBRARY TOTAL		1,790.93		
	316 LIB CAPITAL IMPROVEMENTS TOTAL		1,790.93		
TIF PROJECT STREETS					
MONTICELLO EXPRESS INC	N SYCAMORE ST RECONSTRUCTION		10.60		
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION		12,500.99		
	210 STREETS TOTAL		12,511.59		
	325 TIF PROJECT TOTAL		12,511.59		
CAPITAL IMPROVEMENT STREETS					
MONTICELLO EXPRESS INC	N SYCAMORE ST RECONSTRUCTION		7.07		
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION		8,333.99		
	210 STREETS TOTAL		8,341.06		
	332 CAPITAL IMPROVEMENT TOTAL		8,341.06		
BATY DISC GOLF COURSE PARKS					
STEVE MONK CONSTRUCTION, LTD.	BATY DG MOWING		176.00		
TCM BANK NA	BATY DG GROUNDS SUPPLIES		314.29		
	430 PARKS TOTAL		490.29		
	338 BATY DISC GOLF COURSE TOTAL		490.29		
C.C. BIDWELL LIBRARY BOOK					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BIDWELL BOOKS	27.79			
MICRO MARKETING LLC	LIB BIDWELL BOOKS	20.29			
	410 LIBRARY TOTAL	48.08			
	502 C.C. BIDWELL LIBRARY BOOK TOTAL	48.08			
WATER					
STATE HYGIENIC LABORATORY	WATER LAB TESTS	52.00			
JOHN DEERE FINANCIAL	WATER SYSTEM	12.09			
MIDLAND GIS SOLUTIONS	GIS WEBSITE HOSTING	1,800.00			
MONTICELLO COMM SCHOOL DISTRCT	WATER FUEL	514.89			
MONTICELLO EXPRESS INC	WATER ADVERTISING	169.36			
TCM BANK NA	WATER POSTAGE	28.36			
USA BLUE BOOK	WATER SYSTEM	340.65			
	810 WATER TOTAL	2,917.35			
	600 WATER TOTAL	2,917.35			
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST	3,308.99			
AMERICAN BANKERS INSURANCE CO	SEWER FLOOD INSURANCE	4,198.00			
DEMNER OIL COMPANY	SEWER UTILITIES	244.36			
STATE HYGIENIC LABORATORY	SEWER LAB TESTS	1,863.00			
JOHN DEERE FINANCIAL	SEWER EQUIP REPAIR/MAINT	57.92			
MIDLAND GIS SOLUTIONS	GIS WEBSITE HOSTING	1,800.00			
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL	514.90			
MONTICELLO EXPRESS INC	SEWER ADVERTISING	157.80			
TCM BANK NA	SEWER POSTAGE	193.93			
TRI COUNTY PROPANE LLC	SEWER UTILITIES	1,232.11			
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE	55.76			
	815 SEWER TOTAL	13,626.77			
	610 SEWER TOTAL	13,626.77			
SEWER CAPITAL IMPROVEMENT					
SNYDER & ASSOCIATES, INC	SEWER FACILITY EVALUATION	9,014.00			
	815 SEWER TOTAL	9,014.00			
	613 SEWER CAPITAL IMPROVEMENT TOTAL	9,014.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SANITATION					
SANITATION					
MONTECELLO EXPRESS INC	SANITATION ADVERTISING	174.40			
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	10,640.88			
	840 SANITATION TOTAL		10,815.28		
	670 SANITATION TOTAL		10,815.28		
STORM WATER					
STORM WATER FUND					
STEVE MONK CONSTRUCTION, LTD.	STORMWATER MAINTENANCE	90.00			
	865 STORM WATER FUND TOTAL		90.00		
	740 STORM WATER TOTAL		90.00		
	Accounts Payable Total		123,056.29		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	21,780.80
005	MONTICELLO BERNDES CENTER	17,175.41
015	FIRE	4,972.59
016	AMBULANCE	3,623.75
030	LIBRARY IMPROVEMENT	241.10
041	LIBRARY	2,166.31
045	SUPER MAC FUND	162.63
046	AIRPORT	434.94
110	ROAD USE	12,774.41
178	TRUST/SLAVKA GEHRET FUND	79.00
316	LIB CAPITAL IMPROVEMENTS	1,790.93
325	TIF PROJECT	12,511.59
332	CAPITAL IMPROVEMENT	8,341.06
338	BATY DISC GOLF COURSE	490.29
502	C.C. BIDWELL LIBRARY BOOK	48.08
600	WATER	2,917.35
610	SEWER	13,626.77
613	SEWER CAPITAL IMPROVEMENT	9,014.00
670	SANITATION	10,815.28
740	STORM WATER	90.00

	TOTAL FUNDS	123,056.29

City Council Meeting
 Prep. Date: 05/15/2020
 Preparer: Britt Smith



Agenda Item: # 1
 Agenda Date: 05/18/2020

Communication Page

Agenda Items Description: Resolution to approve Agreement for Communication Services with the Jones County Sheriff's Dpt. For FY '21

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

Attachments & Enclosures:

- Proposed Resolution
- Proposed Agreement with Cover Letter

Fiscal Impact:

Budget Line Item:
 Budget Summary:
 Expenditure:
 Revenue:

Synopsis: Agreement with Sheriff to handle dispatch services for City of Monticello.

Background Information: For background please see Chief Smith's Cover Letter attached.

	FY '20/21	FY '19/20	FY '18/19	FY '17/18	FY '16/17	FY '15/16
Annual Fees	\$24,017	\$21,834.00	\$21,198.00	\$20,188.61	\$19,659.00	19,076.00

The communication fee for FY '21 reflects a 3% increase.

Staff Recommendation: I recommend that the Council consider approval of the Resolution to approve Agreement for Communication Services for FY '21 with Jones County Sheriff's Dpt.

The City of Monticello, Iowa

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

RESOLUTION 20-

Approving Agreement for Communication Services Between Jones County, Jones County Sheriff, and City of Monticello

- WHEREAS,*** The City of Monticello, Iowa is an incorporated City within Jones County, Iowa, and
- WHEREAS,*** The Monticello City Council has previously entered into agreements with Jones County and the Jones County Sheriff Department to provide communication services to the City, and
- WHEREAS,*** The Agreement with the above entities is subject to renewal annually, with the agreement for FY '21 being presented for approval at the rate of \$24,017, a 3.0% increase over last year, and
- WHEREAS,*** The City Council finds that said agreement should be approved.

NOW THEREFORE, BE IT RESOLVED that this City Council of Monticello, Iowa does hereby approve the agreement for Communication Services previously mentioned herein, and does hereby authorize the Mayor to execute the same 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 18th day of May, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk



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

From the Office of:

Chief of Police

Britt D. Smith

4/20/2020

Dear Mayor and City Council;

Attached is the proposed 20-21 dispatch agreement with the Jones County Sheriff's Office. I wanted to provide you a quick summary of the newest dispatch agreement and the determination for the contract amount. For the last 3 years we, the City, have been requesting that the dispatch contract rate be set by using an agreed upon formula with consideration for our population and existing tax contribution by city residents, instead of an annually increasing rate set by ambiguous reasons. Initially it was presented that the City of Monticello would be expected to contribute nearly \$80,000 toward dispatch based upon their newest proposed formula. We were finally able to create a committee with member of the council and the board of supervisors. Over the last year we were presented with the proposed formula that the county desired to use to calculate our dispatch rate. I contested the formula and presented a new option that provided us a significant savings to what the County was proposing. This new formula had been reviewed by the Auditor and it was agreed that it was a fair formula. We had not since been able to get the committee gather together to make our presentations for which formula was the most reasonable. With Covid-19 our ability to gather to discuss was put on hold and from a county budgeting standpoint, they decided to maintain the current formula, which was simply an increase of 3% from the previous year. Our 20-21 rate will be \$24,017. Once we are in a position to gather the committee again, I will see that our proposed formula is selected for our future contributions so that there is a fair and equitable contribution by the City of Monticello.

It is my recommendation that the Council approve the Agreement for Communication Services between the Jones County Sheriff and the City of Monticello, Iowa.

Britt



Jones County Sheriff's Office
500 West Main Street
PO Box 167
Anamosa, Iowa 52205

Sheriff Greg A. Graver
Phone 319-462-4371
Civil 319-462-5305
Fax 319-462-4766
Jail 319-462-2720

AGREEMENT FOR COMMUNICATION SERVICES BETWEEN THE JONES COUNTY SHERIFF AND THE CITY OF MONTICELLO, IOWA

2020-2021

Prepared by Sheriff Greg A Graver
500 West Main Street
Po Box 167
Anamosa, Iowa 52205
319-462-4371

This agreement is entered into this ___ day of ___, 2020, by and between Jones County, hereinafter referred to as the County: The County Sheriff, hereinafter referred to as the Sheriff: and the City of MONTICELLO hereinafter referred to as the City.

I

STATEMENT OF AGREEMENT. The County and its Sheriff agree to provide communication services and TAC 10 Data Management to the City and the City agrees to engage the County, through its Sheriff, to provide such services in accordance with and subject to the terms of this agreement.

II

LEGAL BASIS. This agreement is authorized by the provisions of Chapter 28E of the Code of Iowa.

III

COMMUNICATION SERVICES DEFINED. General Communication Services consist of 24-hour communication (365 days per year) for all E911 and dispatch calls and technical service to be provided for the City, City Police, Fire and Ambulance Departments and the City Residents.

TAC 10 DATA MANAGEMENT DEFINED. TAC 10 Data management consists of the custody, control and maintenance of a TAC 10 database for the collection, security and retrieval of TAC 10 captured data accumulated through local law enforcement who are parties to this agreement.

IV

DELIVERY OF SERVICES. Delivery of services shall be provided as follows:

1. **SERVICE AREA:** The Sheriff shall provide general communication services within the corporate limits of the City.
2. **ENFORCEMENT RESPONSIBILITIES:** The Sheriff shall provide communication services for the City. The Sheriff shall not be required to assume any other communication services or function not consistent with those customarily performed by the Sheriff and under the Charter of the County and Statutes of the State.
3. **DELIVERY OF SERVICE:** The Sheriff shall deliver 24-hour service of communication services. This agreement shall commence July 1, 2020 and shall terminate on June 30, 2021.
4. **SERVICE MANAGEMENT:** The planning, organization, scheduling, directions and supervision of the Sheriff's personnel and all other matters incident to the delivery of general communication services to the City shall be determined by the Sheriff. The Sheriff shall retain exclusive authority over the activities of the personnel working in the Dispatch Center.
5. **RESPONSIVENESS:** The Sheriff shall give prompt consideration to all requests of the City regarding the delivery of general communication services. The Sheriff shall make every effort to comply with these requests if they are consistent with good communication service practices.
6. The City shall fully assist in the migration and merger of all TAC 10 related data onto a County owned and controlled database.
7. The City shall fully assist the County, at the County's request, in the ongoing management of said software and data to ensure database and software compatibility.
8. The City shall be responsible for the purchase of any and all hardware and software required for TAC 10 data collection.
9. The County shall be responsible for the purchase of any and all hardware and software required for TAC 10 data storage.
10. The County shall host all the City's TAC 10 related software and data and agrees, to the best of its ability, to secure and manage said data on behalf of the City.

11. The County agrees to seek the counsel of the City regarding the management of said software and data; however, the County shall have ultimate authority and decision making power over the County database, software, data, and all policies related.

V

RESOURCES. Resources shall be provided as follows:

1. **COUNTY RESPONSIBILITY:** Unless specifically agreed to in another part of this agreement, the County shall furnish all labor, equipment, facilities and supplies required to provide communication and TAC 10 Data Management services to the City.

2. **INDIVIDUAL OWNERSHIP OF PROPERTY:** The County and City shall retain title to the property each may require to fulfill its obligation under this agreement and, upon termination of this agreement, each party may dispose of its property as it sees fit. All data that is integrated, merged or collected pursuant to this agreement shall remain the sole property of Jones County and shall not be disintegrated from County owned and controlled database.

3. In the event there are additional costs associated with the City's request to separate from the County controlled TAC 10 Data Management, the City shall be responsible for all costs, with no expense to the County.

VI

LIABILITY. Liability shall be assumed as follows:

1. **COUNTY:** The County shall assume liability for, defend against, indemnify and hold harmless the City from all costs or damages for injury to persons or property caused by the County in providing or failing to provide general communication services to the City, including attorney fees for defense against such claims.

2. **CITY:** The City shall assume liability for, defend against, indemnify and hold harmless the County from all costs and damages for injury to persons or property caused by the City, including attorney fees for defense against such claims.

VII

PERSONNEL.

1. **EMPLOYEE STATUS:** All persons employed by the Sheriff and providing general communication and TAC 10 Data Management services to the City shall be County Employees and shall not have any benefit, status or right of City employment.

2. PAYMENT: The City shall not be liable for direct payments of salaries, wages or other compensation to County Employees providing general communication and TAC 10 Data Management services to the City.

3. INDEMNITY: The City shall not be liable for, or indemnity to any County Employee for injury or sickness arising out of his/her employment providing general communication and TAC 10 Data Management services to the City.

VIII

FEEES. Fees and payments shall be as follows:

1. The total sum the City shall pay the County is **\$24,017** for the period of July 1, 2020 through June 30, 2021 for general communication and TAC 10 Data Management services delivered during the term of this agreement.
2. BILLING: The County shall receive from the City **\$24,017** per year for Dispatch services. This payment shall be made by check payable to the Jones County Sheriff, and be delivered to the Sheriff's Office in Anamosa, Iowa 52205. Payments may be made during the term of this agreement as long as the entire balance is paid by May 15, 2021.
3. DELINQUENCY: In the event the County does not receive the entire balance due by May 15, 2021, a 5% penalty based on the delinquent amount will be added to the unpaid balance amount owed. If the City does not make full payment of the amount owed within 60 days of the expiration of this contract, the County will terminate this agreement and any current agreement until the balance due is paid in full. The City shall be liable for general communication and TAC 10 Data Management services rendered to the time of termination.

IX

TERM. This agreement shall take effect on July 1, 2020 and shall continue through June 30, 2021. This agreement shall automatically renew on an annual basis unless either the Sheriff, the County or the City provide written notice of termination to all other parties at least sixty days prior to termination of this agreement. This agreement can also be terminated at any time by mutual consent of all parties.

Dated this _____ day of _____, 2020

By: _____, Chairperson, Board of Supervisors, Jones County

Dated this _____ day of _____, 2020

By: _____, Mayor, City of Monticello

Dated this _____ day of _____, 2020

By: _____, Sheriff, Jones County

City Council Meeting
Prep. Date: 05/15/2020
Preparer: Doug Herman



Agenda Item: # **Z**
Agenda Date: 05/18/2020

Communication Page

Agenda Items Description: Resolution to support Application for Rural Innovation Grant in the amount of \$20,000 for façade and entryway improvements at 101 E. 1st Street.

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

Attachments & Enclosures:

Proposed Resolution
Creative Adventure Lab Letter
Grant Flier / Information

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The proposed Grant to be submitted to the State by the City would fund up to \$30,000 in façade and entryway improvements to the 101 E. 1st Street building. (Old Dollar General Building)

Background Information: The Rural Innovation Grant that we desire to apply for has a cap of \$20,000 and would require a \$10,000 match. Jordan (Creative Adventure Lab) and I continue to stay in touch with regard to the building and planning for renovations/improvements. This grant is coming due and is the one mentioned at our last Council meeting that we did not want to miss. Jordan has submitted a letter committing the Creative Adventure Lab to reimburse the City for the proposed cost share which would be a max of \$10,000 if the Grant Application is funded in the full amount of \$20,000.

The three "Focus Areas" of the grant seem to fit this project well "Growing Rural Iowa", "Investing in Rural Iowa", and "Connecting Rural Iowa". (To apply community must be under 20,000 in population, with extra consideration given to communities of 5,000 or less.)

Staff Recommendation: I recommend that the Council support the proposed Application for funding in the amount of \$20,000.

The City of Monticello, Iowa

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

RESOLUTION #2020-

Approving to support Application for Rural Innovation Grant in the amount of \$20,000 for façade and entryway improvements at 101 E. 1st Street.

- WHEREAS,** The City Council has agreed to accept the donation of the property located at 101 E. 1st Street, Monticello, Iowa from Ron, Dave, Bob, and Dean Welter, current owners of the property, and
- WHEREAS,** The City Council's acceptance of this generous gift was based upon the plan to transfer ownership of the building to the Creative Adventure Lab, Inc., of Dubuque who intends to renovate the building to house both the previously Council supported Innovation Lab and the first branch of the Dubuque Creative Adventure Lab, and
- WHEREAS,** Prior to the transfer of the property City staff proposed to seek grants that would help cover costs of renovation, as most renovation costs will be covered by a fundraising and grant writing campaign, and
- WHEREAS,** City staff, County Economic Development Director Derek Lumsden, and Jordan Degree, Creative Adventure Lab, have been working together on the Rural Innovation Grant available through the Iowa Economic Development Authority, and are prepared to seek a grant in the maximum amount of \$20,000, with a \$10,000 match being required, the grant proceeds proposed to be used for façade, windows, and entryway improvements, and
- WHEREAS,** The Council finds that the grant funds would be of benefit to the City and the Innovation Lab / Creative Adventure Lab project and supports the completion and submission of the grant for the purposes set forth herein.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the transfer of the building located at 101 East 1st Street from the Welter Family to the City of Monticello and the plan to transfer the building from City to the Creative Adventure Lab, Inc., further authorizing the City Administrator to pursue grants that will improve the building in advance of the transfer with the preapproval of the Creative Adventure Lab and the agreement of the Creative Adventure Lab to reimburse the City for any such costs incurred by the City prior to transfer.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 18th day of May, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

05/12/2020

Monticello City Council
200 East 1st St
Monticello, IA 52310

Re: 101 East 1st St

Dear City of Monticello,

I'm writing today to commit funding support of up to \$10,000, to be used as match toward grant-funded facility improvement projects for the property located at 101 East 1st St in Monticello, IA. This funding support is contingent on all of the following conditions being met:

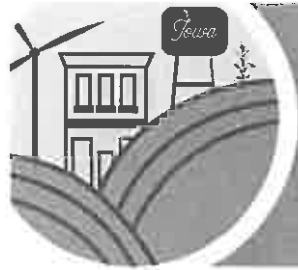
1. The City of Monticello receives grant funds to improve the property located at 101 East 1st St in Monticello, IA,
2. The actual expenses incurred to improve the property located at 101 East 1st St in Monticello, IA align with the proposed uses identified in the grant application, and
3. Ownership of the property is transferred to Creative Adventure Lab, Inc. (under the previously discussed terms) following completion of all city-facilitated projects.

We look forward to partnering with you to secure grant funds to improve the curb appeal of this property, as part of our project to re-activate this building and contribute to the positive development of the community.

Sincerely,

A handwritten signature in black ink, appearing to read "Jordan DeGree". The signature is fluid and cursive, with the first name "Jordan" and last name "DeGree" clearly distinguishable.

Jordan DeGree
Executive Director
Creative Adventure Lab, Inc.



RURAL INNOVATION GRANT PROGRAM

PROGRAM DESCRIPTION

The Rural Innovation Grant program supports creative, non-traditional ideas that focus on current issues and challenges faced by rural communities associated with the themes of community investment, growth and connection. This program is a result of the Governor's Empower Rural Iowa Initiative's 2018 Recommendations.

FOCUS AREAS

- **Growing Rural Iowa** - Supports community leaders as they think holistically and act collaboratively to inform and connect leaders to rural issues; grow vibrant community gathering places; and develop tools to train and educate the next generation of leaders
- **Investing in Rural Iowa** - Projects that develop creative, scalable development solutions, including but not limited to projects addressing rural housing solutions; infill and reuse strategies; and affordable, sustainable designs
- **Connecting Rural Iowa** - Projects that improve and expand opportunities for diverse members of Iowa's rural communities to utilize high-speed broadband service

The program is administered by the Iowa Economic Development Authority's Center for Rural Revitalization in consultation with the Governor's Empower Rural Iowa Initiative Task Forces.



PROGRAM DETAILS

- Funding based on annual availability
- Minimum request: \$1,000
- Maximum request: \$20,000
- Minimum 1:1/2 cash match requirement
- Disbursements made on a reimbursement basis
- Iowa businesses, colleges and universities; city or county government; and private 501(c)3 nonprofit agencies and foundations are eligible to apply
- Applicants that are not a local government must include a letter of support from the mayor or resolution from the city council
- Projects/programs must exist in and benefit a community in Iowa with a population of 20,000 or fewer and not contiguous to a city with a population of 40,000 or greater
- Applications shall describe how the project will be a replicable model across rural Iowa
- Applications reviewed by a panel including: Governor's Empower Rural Iowa Initiative Task Force members; Iowa Economic Development Authority staff; and expert professionals
- Extra consideration is provided to projects endorsed by the Iowa Great Places Citizen's Advisory Board, as well as those located in a community of 5,000 or fewer

ELIGIBLE PROJECT EXAMPLES

The program supports innovative ideas that address challenges faced by rural communities associated with the themes of community investment, growth and connection and can serve as a model for other rural communities across Iowa. The following are examples of eligible projects. (Please note: this list is not exhaustive but reflects the variety of ways the funding can be utilized.)

Focus: Growing Rural Iowa

- Entrepreneurship Leadership Program – funding to support the development and implementation of a leadership program within a small town focused on facilitating new business relationships for entrepreneurs, encourage cross-collaboration opportunities and provide business training for local entrepreneurs
- Community Welcome Wagon – funding to implement a community program targeting new residents or recruiting potential residents through community activities and informational resources

Focus: Investing in Rural Iowa

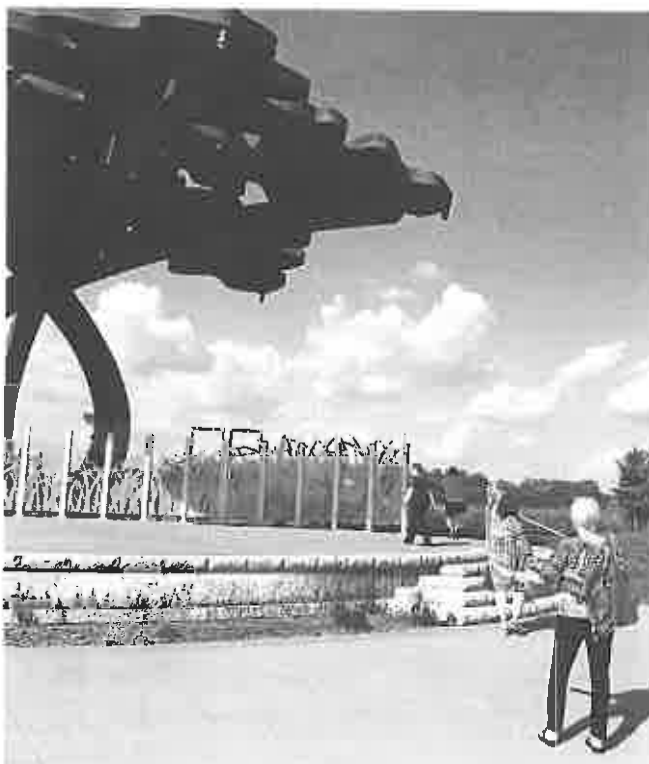
- Neighborhood Façade Beautification Program – funding to improve a curb appeal initiative along a downtown community street with costs that might include paint, landscaping, new fence, shutters, etc.
- Community Clean-Up – funding for the purchase of equipment and logistical costs for organizing a community-wide volunteer clean-up event

Focus: Connecting Rural Iowa

- Main Street Wi-Fi – funding for a feasibility study and implementation of Wi-Fi within the downtown corridor of a community, ideally where there is a combination of outside seating and indoor coffee shop or restaurant as a free amenity
- School Bus Hotspot Project – funding to install the technology necessary to outfit a school bus as a hotspot for students

SCORING CRITERIA

- Innovation and replication
- Implementation
- Evaluation and public value
- Partnerships
- Budget/local support



CONTACT

To learn more, contact Liesl Seabert at 515.348.6154 or email rural@iowaeda.com.

City Council Meeting
Prep. Date: 05/15/20
Preparer: Doug Herman



Agenda Item: 3
Agenda Date: 05/18/20

Communication Page

Agenda Items Description: Resolution to approve plan to move forward with Highway 38 Sanitary Sewer Main 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:

Synopsis: Council directed me to propose voluntary assessments to property owners on Hwy. 38 N. / Cedar Street related to proposed installation of Sanitary Sewer to serve three currently unserved homes.

Background Information: At the direction of the City Council I proposed that Norm Zimmerman agree to a voluntary assessment in the amount of \$9,000 and that Sid Schatz and Lisa Winch each agree to a \$5,000 assessment, informing them that this would be their total investment to be connected to the City sewer. On the Tuesday following the meeting I sent letters to all three as directed and after some conversations all three agreed to the proposal. With that said, the Mayor had further conversations with Norm Zimmerman with regard to the project and after their conversation Norm agreed to a \$12,000 investment. I have also had communications with the County (Paula Hart) updating her as to where we were at. I think it safe to say that they prefer sanitary sewer connection to septic tanks in this general location.

At this point the Council needs to decide, based upon the agreement of the parties, whether or not to move forward.

If the Council wishes to move forward the Resolution would confirm that position and I would draft assessment agreements for the three parties to sign and work with Snyder to get the project plans and specs finalized and out to bid.

Staff Recommendation: I recommend that the Council consider the proposed Resolution and take action deemed appropriate.

The City of Monticello, Iowa

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

RESOLUTION #20-__

To Approve Plan to move forward with Highway 38 Sanitary Sewer Main Project

WHEREAS, The Council has been considering the installation of a City Sanitary Sewer main to serve three properties on N. Cedar Street over the last few years, taking steps to have plans put together and easements drawn up, and

WHEREAS, The Council directed the City Administrator to seek voluntary assessment agreements with the three impacted property owners, Norm Zimmerman, Sidney Schatz, and Lisa Winch, to cover a share of the project costs, and

WHEREAS, The three impacted property owners have agreed to the following assessments:

- | | | |
|-------------------|----------|-------|
| 1. Norm Zimmerman | \$12,000 | |
| 2. Lisa Winch | \$ 5,000 | |
| 3. Sidney Schatz | \$ 5,000 | -and- |

WHEREAS, The property owners would all give the City necessary easements and would be given ten years to pay the assessment amount at 0% interest, and

WHEREAS, The Council finds that the installation of the proposed Sanitary Sewer Main connection is in the best interests of the City and should, therefore, be approved.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby direct the City Administrator to draft voluntary assessment agreements for the property owners to execute consistent herewith, to work with the City Engineer to finalize plans and specs., to obtain fully executed easement agreements from the remaining property owners, and to generally proceed to take this project to bid.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 18th day of May, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 05/15/20
Preparer: Doug Herman



Agenda Item: 4
Agenda Date: 05/18/20

Communication Page

Agenda Items Description: Resolution authorizing the hiring of Midwest Concrete, Inc. to complete the Highway 38 Trail project.

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

Attachments & Enclosures:

Proposed Resolution
Bids

Fiscal Impact:

Budget Line Item:	Park Improvement
Budget Summary:	n/a
Expenditure:	\$78,945.55
Revenue:	n/a

Synopsis: Competitive Quotation process resulted in the receipt of two quotations, one from Eastern Iowa Excavation and the other from Midwest Concrete, Inc.

Background Information: At the direction of the City Council competitive quotations were sought from contractors in regard to the Hwy. 38 Trail extension with a base quotation from the Highway 38 bridge to the High School crossing and an alternate quote from the high school crossing to the first cemetery entrance.

The engineer's estimate for the trail, from the Hwy. 38 Bridge to the High School Crossing, not including crossing beacons which will be purchased and installed separately, was \$76,000 with the alternate coming in at an estimated additional cost of \$10,000, for a total of \$86,000

The Quotes were as follows:

	Base Quote	Alternate	Total
Midwest Concrete	\$69,657.30	\$9,288.55	\$78,945.55
Eastern Iowa	\$78,910.40	\$12,429.30	\$91,339.70

Midwest tells me that their work would commence in late June or early July with completion prior to August 20th. The School is working on plans to install a connective trail on their side of Hwy. 38, outside of the Right-of-way. City staff will remove existing concrete in advance of project and will arrange for the purchase and installation of crossing beacons outside of the contract with Midwest. (Estimated cost of \$8,827.37 not installed) We have worked with Midwest in the past and have no reason to not move forward with them on this project.

Staff Recommendation: I recommend that the Council consider the base and alternate and approve the proposed Resolution as deemed appropriate. (The base and alternate both came in under engineer's estimate.)

The City of Monticello, Iowa

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

RESOLUTION #2020-

Resolution authorizing the hiring of Midwest Concrete, Inc. to complete the Highway 38 Trail Project

WHEREAS, The City Council has considered various trail extension options on the north side of Hwy. 38 / Oak Street to improve pedestrian travel to and from the High School and now Middle School campus, and

WHEREAS, The Council directed the City Administrator to seek competitive quotations to extend the trail from the Highway 38 bridge on the East to the current high school crossing at El Camino Real with a quotation alternate to extend the trail from the highway crossing to the first Oakwood Cemetery drive, and

WHEREAS, The Council finds that two quotations were received as follows:

	Base Quote	Alternate	Total
Midwest Concrete	\$69,657.30	\$9,288.55	\$78,945.55
Eastern Iowa	\$78,910.40	\$12,429.30	\$91,339.70

and

WHEREAS, The Council finds that both the base and alternate quote received from Midwest Concrete came in under the City Engineer's estimate, and

WHEREAS, The Council finds that the project should proceed with Midwest Concrete, Inc. being hired to complete the project based upon their submission of the lowest quotation and further finds that the base quote (and alternate?) should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby direct the City Administrator to enter into an agreement with Midwest Concrete, Inc. to install the trail as specified by the City Engineer, (the base and/or bid alternate), consistent with their quotation.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto.
Done this 18th Day of May, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

COMPETITIVE QUOTE						
2020 HIGHWAY 38 TRAIL						
MONTICELLO, IA						
119.0022.08						
MIDWEST CONCRETE, INC						
BASE OPTION						
ITEM NO.	ITEM CODE	ITEM	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1	2010-103-D-3	TOPSOIL, OFF-SITE	64	CY	30.00	1920.00
2	2010-103-E-0	EXCAVATION, CLASS 10	111	CY	20.00	2220.00
3	2010-103-L-0	COMPACTION TESTING	1	LS	500.00	500.00
4	7030-103-C-0	SHARED USE PATH, PCC, 6"	1235	SY	33.00	40755.00
5	7030-103-D-0	SPECIAL SUBGRADE PREPARATION FOR SHARED USE PATH	1482	SY	1.75	1111.50
6	7030-103-G-0	DETECTABLE WARNINGS, CAST IRON	90	SF	40.00	3600.00
7	8020-103-C-0	PAINTED PAVEMENT MARKINGS, DURABLE	5.7	STA	412.00	2348.40
8	8020-103-K-0	PAVEMENT MARKINGS REMOVED	1.6	STA	231.75	370.80
9	8030-103-A-0	TEMPORARY TRAFFIC CONTROL	1	LS	1000.00	1000.00
10	8940-103-B-0	SIGN POSTS	86	LF	20.60	1771.60
11	8940-103-D-0	REMOVAL AND REINSTALLATION OF SIGN	6	EA	335.00	2010.00
12	8940-103-F-0	REMOVAL AND REINSTALLATION OF SIGN WITH BEACON	1	LS	1500.00	1500.00
13	9040-103-D-1	FILTER SOCK, 8"	1300	LF	3.00	3900.00
14	9040-103-D-2	FILTER SOCK, REMOVAL	1300	LF	.50	650.00
15	11020-108-A	MOBILIZATION	1	LS	6000.00	6000.00
BASE TOTAL:					\$69,657.30	
ALTERNATE OPTION						
ITEM NO.	ITEM CODE	ITEM	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1A	2010-103-D-3	TOPSOIL, OFF-SITE	18	CY	30.00	540.00
2A	2010-103-E-0	EXCAVATION, CLASS 10	38	CY	20.00	760.00
4A	7030-103-C-0	SHARED USE PATH, PCC, 6"	222	SY	33.00	7326.00
5A	7030-103-D-0	SPECIAL SUBGRADE PREPARATION FOR SHARED USE PATH	267	SY	1.75	200.25
13A	9040-103-D-1	FILTER SOCK, 8"	132	LF	3.00	396.00
14A	9040-103-D-2	FILTER SOCK, REMOVAL	132	LF	.50	66.00
ALTERNATE TOTAL:					\$9,288.25	
TOTAL (BASE + ALTERNATE):					\$78,945.55	

Midwest Concrete, Inc
 9835 Cottingham Rd
 Peosta IA 52068
 563-845-0947
 estimator@midwest-concrete.net
 Ryan Winkelman, project estimator

COMPETITIVE QUOTE
2020 HIGHWAY 38 TRAIL
MONTICELLO, IA
119.0022.08

BASE OPTION

ITEM NO.	ITEM CODE	ITEM	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1	2010-108-D-3	TOPSOIL, OFF-SITE	64	CY	49.85	3,190.40
2	2010-108-E-0	EXCAVATION, CLASS 10	111	CY	74.25	8,241.75
3	2010-108-L-0	COMPACTION TESTING	1	LS	2,875.00	2,875.00
4	7030-108-C-0	SHARED USE PATH, PCC, 6"	1235	SY	36.25	44,768.75
5	7030-108-D-0	SPECIAL SUBGRADE PREPARATION FOR SHARED USE PATH	1482	SY	1.00	1,482.00
6	7030-108-G-0	DETECTABLE WARNINGS, CAST IRON	90	SF	37.50	3,375.00
7	8020-108-C-0	PAINTED PAVEMENT MARKINGS, DURABLE	5.7	STA	425.00	2,422.50
8	8020-108-K-0	PAVEMENT MARKINGS REMOVED	1.6	STA	240.00	384.00
9	8030-108-A-0	TEMPORARY TRAFFIC CONTROL	1	LS	1,850.00	1,850.00
10	8940-108-B-0	SIGN POSTS	86	LF	26.00	2,236.00
11	8940-108-D-0	REMOVAL AND REINSTALLATION OF SIGN	6	EA	110.00	660.00
12	8940-108-F-0	REMOVAL AND REINSTALLATION OF SIGN WITH BEACON	1	LS	525.00	525.00
13	9040-108-D-1	FILTER SOCK, 8"	1300	LF	2.25	2,925.00
14	9040-108-D-2	FILTER SOCK, REMOVAL	1300	LF	.75	975.00
15	11020-108-A	MOBILIZATION	1	LS	3,000.00	3,000.00

BASE TOTAL: \$78,910.40

ALTERNATE OPTION

ITEM NO.	ITEM CODE	ITEM	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1A	2010-108-D-3	TOPSOIL, OFF-SITE	18	CY	49.85	897.30
2A	2010-108-E-0	EXCAVATION, CLASS 10	38	CY	74.25	2,821.50
4A	7030-108-C-0	SHARED USE PATH, PCC, 6"	222	SY	36.25	8,047.50
5A	7030-108-D-0	SPECIAL SUBGRADE PREPARATION FOR SHARED USE PATH	267	SY	1.00	267.00
13A	9040-108-D-1	FILTER SOCK, 8"	132	LF	2.25	297.00
14A	9040-108-D-2	FILTER SOCK, REMOVAL	132	LF	.75	99.00

ALTERNATE TOTAL: \$12,429.30

TOTAL (BASE + ALTERNATE): \$91,339.70

Eastern Iowa Excavating & Concrete, LLC
 121 Nixon St. SE
 Cascade, IA 52033



OPINION OF PROBABLE PROJECT COSTS



FINAL - 04/29/2020
 2020 Highway 38 Trail
 CITY OF MONTICELLO
 MONTICELLO, IA
 119.0022.08

BASE OPTION						
ITEM NO.	ITEM CODE	ITEM	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1	2010-108-D-3	TOPSOIL, OFF-SITE	64	CY	\$ 40.00	\$ 2,560.00
2	2010-108-E-0	EXCAVATION, CLASS 10	111	CY	\$ 25.00	\$ 2,775.00
3	2010-108-L-0	COMPACTION TESTING	1	LS	\$ 2,000.00	\$ 2,000.00
4	7030-108-C-0	SHARED USE PATH, PCC, 6"	1235	SY	\$ 35.00	\$ 43,225.00
5	7030-108-D-0	SPECIAL SUBGRADE PREPARATION FOR SHARED USE PATH	1482	SY	\$ 2.00	\$ 2,964.00
6	7030-108-G-0	DETECTABLE WARNINGS, CAST IRON	90	SF	\$ 50.00	\$ 4,500.00
7	8020-108-C-0	PAINTED PAVEMENT MARKINGS, DURABLE	57	STA	\$ 400.00	\$ 2,280.00
8	8020-108-K-0	PAVEMENT MARKINGS REMOVED	1.8	STA	\$ 250.00	\$ 400.00
9	8030-108-A-0	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 500.00	\$ 500.00
10	8940-108-B-0	SIGN POSTS	88	LF	\$ 20.00	\$ 1,720.00
11	8940-108-D-0	REMOVAL AND REINSTALLATION OF SIGN	6	EA	\$ 500.00	\$ 3,000.00
12	8940-108-F-0	REMOVAL AND REINSTALLATION OF SIGN WITH BEACON	1	LS	\$ 2,000.00	\$ 2,000.00
13	9040-108-D-1	FILTER SOCK, 8"	1300	LF	\$ 2.00	\$ 2,600.00
14	9040-108-D-2	FILTER SOCK, REMOVAL	1300	LF	\$ 0.50	\$ 650.00
15	11020-108-A	MOBILIZATION	1	LS	\$ 5,000.00	\$ 5,000.00
					SUBTOTAL, BASE:	\$ 76,174.00
					SUBTOTAL, BASE (Rounded):	\$ 76,000.00
ALTERNATE OPTION						
ITEM NO.	ITEM CODE	ITEM	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1A	2010-108-D-3	TOPSOIL, OFF-SITE	18	CY	\$ 40.00	\$ 720.00
2A	2010-108-E-0	EXCAVATION, CLASS 10	38	CY	\$ 25.00	\$ 950.00
4A	7030-108-C-0	SHARED USE PATH, PCC, 6"	222	SY	\$ 35.00	\$ 7,770.00
5A	7030-108-D-0	SPECIAL SUBGRADE PREPARATION FOR SHARED USE PATH	267	SY	\$ 2.00	\$ 534.00
13A	9040-108-D-1	FILTER SOCK, 8"	132	LF	\$ 2.00	\$ 264.00
14A	9040-108-D-2	FILTER SOCK, REMOVAL	132	LF	\$ 0.50	\$ 66.00
					SUBTOTAL, ALTERNATE:	\$ 10,304.00
					SUBTOTAL, ALTERNATE (Rounded):	\$ 10,000.00
					TOTAL, BASE + ALTERNATE (Rounded):	\$ 86,000.00

City Council Meeting
Prep. Date: 05/15/20
Preparer: Doug Herman



Agenda Item: 5
Agenda Date: 05/18/2020

Communication Page

Agenda Items Description: Resolution to approve standard Residential Tax Abatement related to property located at 703 North Birch Street.

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

Attachments & Enclosures:

Proposed Resolution

Application

Fiscal Impact:

Budget Line Item: n/a

Budget Summary: n/a

Expenditure: n/a

Revenue: n/a

Synopsis: Abatement Application filed by Russell and Nicole Yonkovic, owner of home located at 703 N. Birch Street, Monticello, Iowa.

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

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

The City of Monticello, Iowa

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

RESOLUTION

Approving Russell & Nicole Yonkovic Tax Abatement Application related to Residential Improvements constructed at 703 N Birch St., Monticello, Iowa.

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

WHEREAS, Nikki Yonkovic has completed and filed an Application for Tax Abatement related to residential property located at 703 N Birch St., and

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

WHEREAS, The Council further finds that the estimated completion date of the improvements was June 2019, and finds, based thereon, that the Jones County Assessor will need to determine how many years of tax abatement remain on this property, being tied to the date on which the property was deemed to be 100% complete for taxation purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Russell & Nicole Yonkovic as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of May 11, 2020 and being signed Nikki Yonkovic and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 18th day of May, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 5/11/2020

Prior Approval for
Intended Improvements

Approval of Improvements
Completed

Address of Property: 703 N. Birch St.

Legal Description: Lot C Liberty Heights
21 86 03 W 247' LOT 1 S.D. SE NW

Title Holder or Contract Buyer Russell And Nicole Yankovic

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): (319) 480-9244

Existing Property Use: Residential Commercial Industrial Vacant

Proposed Property Use: Residential Commercial Industrial

Nature of Improvements: New Construction Addition General Improvements

Specify Home newly built in 2019

Estimated or Actual Date of Completion: June 2019

Estimated or Actual Cost of Improvements: \$585,000

Tax Exemption Schedule is attached.

Signed: Nikki Ym

City Council Meeting
Prep. Date: 05/15/20
Preparer: Doug Herman



Agenda Item: 6
Agenda Date: 05/18/20

Communication Page

Agenda Items Description: Resolution direction action related to Aquatic Center usage during the 2020 season.

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

Attachments & Enclosures:

Proposed Resolution (to be drafted)
Attachments from Jacob and Shannon

Fiscal Impact:

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

Synopsis: Park Board recommends closure of Aquatic Center for summer but for lessons.

Background Information: See attached information from Jacob and Shannon. I just received it and haven't therefore digested it myself. The Park Board met today and recommends that the Aquatic Center be closed for the season with steps taken to arrange for swimming lessons. (following appropriate rules and protocols)

They would like the Council to make a decision Monday night as they will have a lot of planning and preparation to do.

Staff Recommendation: I recommend that the Council consider the attachments, discuss, and take appropriate action.

Covid 19 Considerations Regarding Opening the MAC

The following points have been raised among not only our own P&R Dept, but by pool operators across the State and Midwest. Our Dept has participated in numerous online meetings and webinars specific to opening pools and other recreation programs. There are many questions and few answers when it comes to the question of opening the pool or not opening the pool.

Per Commander Joe Laco of the CDC, there will be guidelines coming from CDC for pools. These will include:

- 1) All patrons and staff wear masks unless in water.
 - a. MAC would need to provide those for staff. How is the supply chain? Will we be able to access those?
 - b. Imagine wearing a mask on a lifeguard chair on a 90+ degree day.
- 2) All patrons must observe proper social distancing outside of their family groups, both in the water and on-deck.
 - a. Who's job is it to enforce this?
 - b. MAC will need to mark distances around the pool for reference to swimmers, and around the deck and grassy areas for those out of the water.
- 3) Frequent disinfecting of high touch surfaces such as door knobs, sinks, counters, deck chairs, etc.
 - a. There is no direction for what constitutes "frequent" at this time. Hopefully they clarify this when the guidelines are made public.
 - b. How do we disinfect pool ladders and slide effectively?
 - c. Remove deck chairs and require patrons to bring their own?
- 4) The scope of the Lifeguards job will not change! Their focus is patron safety in the water, water surveillance, and emergency rescues and care of patrons. They are "not to be social distancing police".

Other questions and changes to business as usual:

- 5) Staffing: The Red Cross has not allowed lifeguard classes/recertifications so our staff is not trained. Will take time once things can open to get them certified and trained.
- 6) Staffing level: low at this point. Hard to recruit staff when they don't know for sure if they'll actually have a job. Will need to hire additional staff to monitor SD in the pool, on deck and in the pool house. Additional staff for cleaning and sanitizing.
- 7) When Staff get sick: Would need staff who worked with that person to isolate as well. Contacting patrons who may have come in contact with that staff person. Can we open with so many staff not able to work for 14 days?
- 8) Will need to determine new, lower bather load that accommodates physical distancing requirements. Right now, federal guidelines is no more than 50 ppl. State still at 10?

- a. Will people need to sign up for designated time slots in order to manage load and allow access to more people. (i.e. X# people per 2 hour time slot. 1.5 hours of swim time, then close down for cleaning before next group of X#)
- 9) Signage: "Do not enter if ill"; reminders on distancing, etc. New capacity sign, and phta signs.
- 10) Waivers: Some insurance companies are requiring their pools to obtain waivers from all patrons specifically about Covid 19.
- 11) Guard Equipment- whistles and masks? Need electric whistles?
- 12) Disinfectant- will need large amount of wipes and spray bottles in order to clean all the surfaces "frequently". Will need additional staff dedicated to this job.
- 13) Swim Lessons- Will not be able to run group lessons in the traditional way. Lots of different options being talked about. Some pools are opening only for swim lessons. Some are going to adjust and not offer Red Cross approved lessons and focus more on water safety with family lessons.
- 14) PPE: Across the board pools are having a hard time securing PPE. Those who do are asking themselves if it is morally right for them to buy up PPE when hospitals, EMS, etc are in such a dire need. Recommendation is for Guards to have access to N95 when providing emergency care. If not N95, then surgical masks. Recommendation to have HEPA or Viral filter on BVM. Would also need eye protection, sunglasses/eyeglasses do not count.

From what we've heard, decisions being made on local levels are all over the board. Some Cities have chosen to close their pools citing safety concerns for staff and patrons, fiscal concerns on lower bather counts and higher costs for disinfecting, etc. Others are opening ASAP to offer something for kids and families to do! There is also concern across the aquatic community that if pools do not open, people will find other outlets such as ponds, lakes and rivers and drowning rates will increase.

If a pool doesn't open to the public, best practice is to still fill it and run pumps and equipment, and maintain chemicals at minimal levels. Why?

Pools and their parts are meant to be wet. Even being down over the winter is hard on pools. They don't like not having water. You can expect a much higher startup cost the following year due to equipment failures if they sit unused that long. For painted pools such as ours, sitting dry in the hot summer sun will surely cause considerable, if not irreversible damage to the surface. There is also the issue of hydrostatic pressure and ground water, which is why we fill in the winter. To keep the pool basin weighed down and in place. And if you have water in it in the spring/summer/fall you have to have chemical balance to prevent algae and other such unwanted waterborne issues.

Pools not opening in Iowa: Sgt Bluff, Osceola, Mason City, Winterset Cedar Rapids.

Mason City- Ethical concern about using up PPE when healthcare providers and 1st Responders are having trouble acquiring it. Keeping staff and patrons safe.

Osceola- ?

Cedar Rapids- Increased staffing cost, keeping people safe and training of staff.

Sgt Bluff- Concerned with safety of staff in masks.

Partial Openings: Souix City- swim lessons only. 6 week season.

Ames- Soonest opening date July 1. City Council re-evaluate at next mtg.

Iowa City unsure, if they do, won't be till July 4 at earliest

Doug Herman

From: joswald
Sent: Friday, May 15, 2020 3:03 PM
To: Doug Herman
Subject: Aquatic Center Financials

These numbers are taken from March-October of the past 3 years. The expenses we would have this year are challenging to determine. We would anticipate to spend less on chemicals as we would not have the water in the pool for as many days as normal, but we also wouldn't know how many kids would sign up for lessons should we offer them. What we are hearing from some pools is that they projecting to lose upwards of **2x** what they initially do in a year due to the additional precautions that would need to be put in place to ensure the safety of our staff and patrons.

2019

Expense-\$113,645 (\$45,567 in salaries, \$7,720 in chemicals)
Revenue-\$71,633 (\$9,275 in swim lessons)

2018

Expense-\$132,660 (\$40,275 in salaries, \$8,250 in chemicals)
Revenue-\$67,475 (\$8,180 in swim lessons)

2017

Expense-\$131,100 (\$42,825 in salaries, \$7,020 in chemicals)
Revenue-\$71,215 (\$8,975 in swim lessons)

Jacob Oswald

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



City Council Meeting
Prep. Date: 05/15/2020
Preparer: Doug Herman



Agenda Item: *reports*
Agenda Date: 05/18/2020

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

PD and Ambulance Reports
Strittmatter Letter Re: Sidewalk

Fiscal Impact:

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

Reports / Potential Action:

Reports / Potential Action:

1. City Administrator
 - i. City Code: In the hands of Iowa Codification right now, going through final review by them. I have had regular back and forth with them over the last couple months as details are ironed out. I think we are very close to finalization. I had further contact with Iowa Codification over the last week.
 - ii. Employee handbook: With the City Code update nearly done I have spent time going through the new draft Employee Handbook. I wrapped up my review and turned it over to Cheryl for review of certain parts she deals with more regularly than me. She has now turned it back over to me to review her review. Progress!
 - iii. Letter from Nick Strittmatter Re: Sidewalk from Gill to Walnut Street: The Council previously approved the installation of this sidewalk at City expense. At least one of you wishes to have the matter put back on the agenda for consideration of a Resolution to Rescind. My plan will be to put that on the next agenda.
2. Police Chief
 - i. PD Report
 - ii. Ambulance Report

Discussion and Mayoral Proclamation: Continued Covid-19 Response: Public Buildings Closures



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:

APRIL 2020

Total Calls for Service: 140 (756 for 2020)

Calls for the month of April dropped significantly with the Covid-19 Pandemic, when we did have calls, they tended to be more serious in nature. Domestic Assaults did increase slightly due to everyone being in closer proximity which was expected.

Traffic Stops: 6

Traffic Stops for April were suspended unless they were a violation that placed the motoring public at a significant risk. This was an attempt to minimize contact with others to reduce the possible contamination of our department.

Citations: 7

The Citations that were written were more significant violations, if you were stopped, you were likely to receive a citation.

Parking Citations: 0

Arrests: 8;

Domestic Assault, Possession of Alcohol & Vape Underage, Purchasing Alcohol Underage, Violation of No Contact Order, Domestic Assault with injury, Criminal Mischief, Theft 4th, Trespass and OWI.

Accidents Investigated: 4

EMS Assists: 26

Nuisance Warnings: 10

Use of Force: 0

201 E. South Street
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Public Complaints: 0

Information:

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:

Administrative Ambulance Director

Britt D. Smith

The previous council meeting, councilmen Yeoman inquired if we had seen a reduction in call volume as a result of Covid-19. My response was that we had experienced a reduction in calls this year through the same point of 2019. Through April 31st of 2019 we had handled a total of 159 calls for service, where through the same period of 2020 we have handled a total of 140. Without conducting a more extensive review, I attributed the reduction of 19 calls for 2020 as Covid-19 related, when in reality the difference was due to a significant spike in calls in February of 2019. In reviewing the data from the previous 3 years of 2017, 2018, 2019, February had an average of 41 calls for service for the month, where 2019 the number spikes to 61. In conclusion, while the Ambulance Service has seen a reduction in calls for 2020 it is not thus far directly related to Covid-19. We will continue to evaluate our call volume as this pandemic continues to see if we see a change as a result of Covid-19.

Overall, the Ambulance Service has seen a reduction of approximately 40 calls per year over the last 3 years. While we cannot create calls, we have restructured our schedule to be more efficient with our personnel expenses. Effective April 20th, I implemented the new Ambulance Schedule, which staffs a single paramedic on both the day and night shifts all 7 days a week. This is a change from the previous schedule structure where we had been scheduling as many as 4 paramedics to cover the same 24-hour period. The paramedic is paired with an EMT or Driver to form the shift crew. We are also now covering through the use of On-Call members for the 12-hour overnight shift all 7 days a week, which is also an increase from the previous structure of only 4 days per week.

	Total Calls for Service		
2017	563	2018	533
		2019	490

January 2018		January 2019		January	
A27	67	A27	29	A27	40
A28	6	A28	1	A28	2
February		February		February	
A27	39	A27	61	A27	36
A28	0	A28	5	A28	1
March		March		March	
A27	44	A27	24	A27	25
A28	2	A28	1	A28	3
April		April		April	
A27	44	A27	45	A27	39
A28	2	A28	1	A28	3
	194		159		140

*A27-Primary Ambulance
 *A28-Back-up Ambulance

STRITTMATTER LAW FIRM

Attorneys at Law

Founded 1904

123 East First Street

P.O. Box 229

Monticello, Iowa 52310

John J. Locher (1877-1967)

Simon E. Locher (1911-1985)

Stephen E. Locher (1948-1994)

Nick Strittmatter

A.N. Strittmatter (1919-2010)

Phone (319) 465-3531 Fax (319) 465-6662

May 11, 2020

Monticello City Council
City Hall
Monticello, IA 52310

RE: Walnut/North Gill Sidewalk

Dear Members of the Monticello City Council:

I write to you concerning the sidewalk between the Ketelsen and Lyons' homes connecting Walnut Street to North Gill Street.

For years this has been the only public access connecting these two streets between West First Street (Main Hill) and Fourth Street. I understand there is some thought given to removing the sidewalk altogether. My wife, Anne, and I urge the Council to maintain the sidewalk.

Our home at 233 North Walnut Street has a driveway that runs to and from both streets. This drive has become a much-used access by the public at large. Our concerns stem not just from uninvited use of our driveway by vehicles, motorcycles, mopeds, and pedestrians, but one of safety. When we back our cars out of the garage we are not necessarily looking for other vehicles or individuals who are unexpectedly using our driveway from either street entrance. Young children commonly use our driveway between the streets and the shorter the kids the more difficult they are to see. In addition, there have been a number of occasions when we have stepped off the stoop out our back door into near collisions with a vehicle or walker traveling through our driveway.

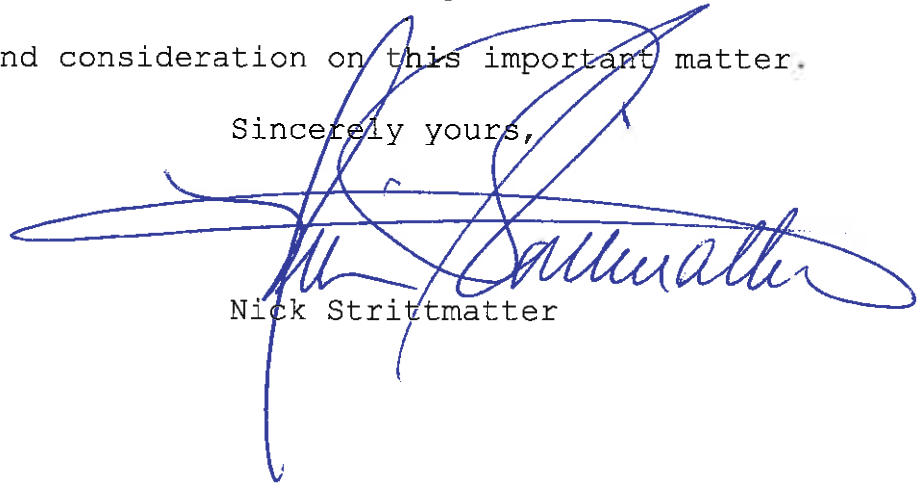
One further point on the safety issue. I do not want to be overly alarming but should the City close the sidewalk, public traffic through our private drive will undoubtedly increase as will the probability of a vehicle accident. It is conceivable the City could share in the liability if the City had knowledge beforehand that closing off the public access between the streets could increase the likelihood of an accident in our private drive.

Monticello City Council
May 11, 2020
Page 2

The sidewalk is not in good shape and needs repair. If the sidewalk was in good repair, more pedestrians, bicycles and mopeds would use it.

I thank you for your kind consideration on this important matter.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Nick Strittmatter", is written over the typed name. The signature is highly stylized and cursive, with a large horizontal flourish extending to the left.

Nick Strittmatter