

# City of Monticello, Iowa

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Posted on February 11, 2021 at 11:00 a.m.

Monticello City Council Meeting February 15, 2021 @ 6:00 p.m.  
Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

<b>Mayor:</b>	Brian Wolken	<b>Staff:</b>	
<b>City Council:</b>		<b>City Administrator:</b>	Vacant
<b>At Large:</b>	Dave Goedken	<b>City Clerk/Treas.:</b>	Sally Hinrichsen
<b>At Large:</b>	Brenda Hanken	<b>Police Chief:</b>	Britt Smith
<b>Ward #1:</b>	Scott Brighton	<b>City Engineer:</b>	Patrick Schwickerath
<b>Ward #2:</b>	Candy Langerman	<b>Public Works Dir.:</b>	Nick Kahler
<b>Ward #3:</b>	Chris Lux	<b>Water/Wastewater Sup.:</b>	Jim Tjaden
<b>Ward #4:</b>	Tom Yeoman	<b>Park &amp; Rec Director:</b>	Jacob Oswald
		<b>Library Director:</b>	Michelle Turnis

- 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	1, 2021
Approval of Payroll	February	11, 2021
Approval of Bill List		
Approval of Dollar General liquor license and ownership change		
Approval of Eagles Club liquor license and ownership change		
Approval of Fire Roster 2021, as amended		

**Motions:** None

## **Presentation:**

1. **Presentation** on Sewer Plant Plan of Finance Discussion – Matt Stoffel, PFM

## **Public Hearings:**

2. **Public Hearing** to Consider the Maximum Tax Dollars to be collected by the City from Certain Levies for the City's Proposed Fiscal Year 2021-2022 Budget
3. **Resolution** approval of FY 2022 Maximum Property Tax Dollars

**Resolutions:**

4. **Resolution** approving engagement letter with Dorsey & Whitney LLP related to role as bond counsel for SRF Sanitary Sewer System Improvement financing
5. **Resolution** to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$595,0000
6. **Resolution** to approve standard Residential Tax Abatement related to property located at 503 Locust Court, Monticello
7. **Resolution** Scheduling Public Hearing on the City of Monticello 2021/2022 Fiscal Year budget for March 15, 2021 at 6:00 p.m.

**Ordinances:**

8. **Ordinance** Amending the Code of Ordinances of The City of Monticello, Iowa, By Amending provisions pertaining to Section 22.02 "Library Board of Trustees" (1<sup>st</sup> reading)

**Reports / Potential Action:**

1. Mayor
2. City Clerk
  - a. Onslow Fire Department
3. Public Works Director
4. Police Chief
  - a. Annual Report
5. Park and Recreation
6. Water/Wastewater Supervisor
7. Library Director
8. City Engineer

**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 public will be admitted into this meeting. Mask is required to attend the meeting and seating is limited.**

**The meeting will continue to be broadcast on Mediacom (Local Access Channel) and will be accessible via Zoom via the following link.**

City of Monticello is inviting you to a scheduled Zoom meeting.

Topic: Monticello City Council

Time: Feb 15, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/6755876357>

Meeting ID: 675 587 6357

One tap mobile

+13126266799,,6755876357# US (Chicago)

+16465588656,,6755876357# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 675 587 6357

Find your local number: <https://us02web.zoom.us/u/kn0QBsGaY>

Regular Council Meeting  
February 1, 2021 – 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Scott Brighton, Candy Langerman, Chris Lux and Tom Yeoman. Also present were Deputy City Clerk Cheryl Clark, Public Works Director Nick Kahler, City Engineer Patrick Schwickerath, Water/Wastewater Superintendent Jim Tjaden, Police Chief Britt Smith and Park & Rec Director Jacob Oswald. The public was invited to attend the meeting in person, with limited seating or to participate in the meeting electronically via "Zoom Meetings" and were encouraged to communicate from Zoom Meeting via chat, due to the heightened public health risks of the Coronavirus Pandemic (COVID-19). The meeting did have public attendance, both in-person and via Zoom.

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

Gaylen Kray, 634 N. Sycamore St., stated that he has been to various council meetings to discuss sidewalk discrepancies and hasn't heard of a planned solution yet. He stated that some areas pose trip hazards and he would like feedback as far as who is liable in the event of a fall. Schwickerath stated that he looked at the expansion joints, which should allow some movement but not this much. He felt that if they go back to being flush in the spring, they are working as intended; however, he notified Horsfield and stated he would be monitoring them over the winter/spring. Kray stated that they are worse now than they were. Schwickerath stated that they used the same installation techniques as in other areas, but since this has been problematic the past two winters, it will likely continue. Goedken questioned if rebar was used and Schwickerath felt that may help, but could also crack if too much stress. Goedken felt that the Code should require rebar. Wolken agreed, but stated it would drive the price up. Wolken stated that the City would continue monitoring the sidewalks and could take a traffic cone to Kray, if he'd like one.

Bud Coyle, 515 N. Sycamore St., questioned how the service line leaks would be handled along the newly constructed N. Sycamore St. Wolken stated that they would be addressing the issue in the work reports later in the meeting.

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

Wolken reported that the bids for the Airport courtesy car ranged from \$300 to \$2,520. Lux motioned to accept the high bid from Mark Dlack in the amount of \$2,520, seconded by Langerman, roll call unanimous.

Wolken stated that the Fire Department Officers wages were last increased on July 1, 2008 and the Fire Board recommends an increase. Yeoman motioned to approve Resolution #2021-21 Approving Wages for Fire Department Officers, seconded by Brighton, roll call unanimous.

Brighton questioned why the mayor is only receiving a \$100 per month increase, while the council will be receiving a \$200 per month increase. Brighton feels the mayor puts in a lot

of time and should receive the same increase. Goedken stated that he feels that the council has been undercompensated for quite some time and questioned if the City should pay \$6,000 for a mayor, plus a full-time administrator. Goedken expressed his concern about the mayor deciding what gets placed on the agenda and didn't feel that was in the rules and regulations. Brighton moved to modify the third reading of Ordinance #738 to increase the mayor pay \$200 per month effective January 1, 2022 seconded by Lux, roll call unanimous.

Brighton moved to approve Ordinance #738, as amended above, amending the Code of Ordinances of the City of Monticello, Iowa by amending provisions pertaining to Section 15.04 "Compensation", third and final reading in title only. Goedken seconded. Roll call unanimous. This will raise the Mayor's pay from \$3,600 per year to \$6,000 per year effective January 1, 2022.

Schwickerath reported that there was a water service leak in the 2" service near Sacred Heart Church. This is the seventh leak, six of which were within 5" of the water main/corp and one near the shut off valve. They have all been similar pin hole leaks and it seems likely that it wouldn't be a rock issue, but more of an issue with the copper. Schwickerath spoke with Rod Horsfield, who has concerns with the service line leaks that have been occurring. Horsfield stated that they have used this supplier in the past, but it's not a supplier they use most of the time. Horsfield feels it may be a compression fitting leak that is causing the failures. Schwickerath stated its under warranty for three more years and that Horsfield would like more time to check in to the leaks. Tjaden stated that he spoke with Andy Shea with A.Y. McDonald Mfg., who is going to have the compression fittings tested. If another leak happens, he would like to be called when excavated so they can look at it. Goedken stated that he previously thought that the water lines belonged to the City, he was surprised to learn that they are the responsibility of the property owner. Hanken and Lux both agreed that it would be worrisome for the N. Sycamore St. residents with the number of leaks that have already happened. Goedken felt that the Code should be changed that the City owns the service line. Schwickerath stated that he would have Horsfield and the supplier continue to monitor the service lines. Coyle questioned if the spliced ones should be completely replaced and Wolken stated that the contractors say the splices should be stronger. Schwickerath stated that this number of leaks is very unusual and that they will work towards coming up with a solution. Kray questioned if leaks could happen again if the splices weren't sized per the manufacturer. Goedken questioned if it could be that it wasn't cut right. Wolken stated that we have had many good street projects and that we will work through the issues on the N. Sycamore St. project.

Tjaden reported that the E. 7<sup>th</sup> St. sewer line was televised. It showed root balls, high flow, the manhole is deteriorated, water valve doesn't turn and the fire hydrant doesn't function. When the N. Sycamore St. construction was going on, there were two 45 angles that were put in there, intended to be temporary with the thought that E. 7<sup>th</sup> St. would be reconstructed to Hwy. 38. Goedken questioned why there wasn't a change order for the project and Wolken stated that the City generally gave them the direction on what to do. It should have been fixed when it was decided E. 7<sup>th</sup> St. wasn't going to be reconstructed. Tjaden stated that he is waiting on a bid to see what the cost will be to get it repaired.

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February 1, 2021

Tjaden reported that the GIS unit the City has is not user friendly. He found a GIS unit that he feels would be more user friendly and more economical, with a cost of \$350 plus \$200 each month it is used. He feels that all shut off valves could be located in one month and stated that we could use the new unit for \$10/hour in the event of an emergency. Wolken suggested that Tjaden talk to the new City Administrator prior to purchasing.

Smith reported that he gets many requests to trade and sell patches. He has a new patch for childhood cancer awareness that they will have on their uniforms in May (DIPG awareness) and September (Childhood Cancer Awareness month). People that collect the patches can purchase them for \$10 and all the money will be donated to the inclusive playground project.

Wolken reported that he has distributed the liaison appointments, with many remaining the same.

Goedken reported that he received an email regarding snow removal and stated that everyone needs to be patient and wait their turn. Wolken stated that he has received good comments due to using the brining machine and having the Park Department do the snow removal downtown. Goedken questioned why some downtown spots are skipped and Oswald stated that the Toolcat doesn't fit between the building and signs in those areas. Hanken questioned if he shovels what the machine can't get and Oswald stated that he doesn't shovel for private businesses.

Hanken questioned if snowmobiles are allowed in town. Smith stated that at one time, they tried to designate a trail through town. They are only allowed on unplowed streets, which doesn't really happen because the City plows during and after snowstorms. Smith stated that the night crew says that snowmobiles are few and far between, but it's tough to enforce because they can't be everywhere at once.

Hanken also reported that she recently saw kids on a snow mountain in the dark and felt it was dangerous. She only saw them because there was a reflector from a bicycle showing.

Wolken questioned if a special meeting was needed to finish up the budget. Clark reported that City Clerk Sally Hinrichsen stated if there are no changes or objections, she would go with what was on the FY '22 Budget Summary that she sent all the council via email. Goedken stated that he feels that \$60,000 needs to be set aside for the next three years to purchase a new plow, as we are currently using one that is 20 years old. Kahler stated that we also have a plow that is 18 years old and Goedken stated maybe funds should be set aside for the next six years. Goedken suggested that one could be ordered in May 2023 and paid for after July 2023. Wolken stated that incoming City Administrator Russ Farnum was shocked there was no equipment rotation. Kahler stated that the salt shed he requested is off the table and that another dump truck is needed. He would like the trucks inside and stated if he filled in by the two corners of the building, it would be a 40'x60' addition. Goedken stated that if there isn't a set aside for a dump truck, he will not vote for the budget. Wolken questioned what the county rotation is and Goedken stated that it changes. Goedken questioned if the tax rate was remaining the same and Wolken didn't think it could go higher.

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Brighton moved to adjourn at 7:35 P.M.

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Brian Wolken, Mayor

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Cheryl Clark, Deputy City Clerk

# PAYROLL - FEBRUARY 11, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>January 25 - February 7, 2021</b>				
Brian Bronemann	\$ 701.20	\$ -	0.00	0.00	\$ 567.91
Shelley Bronemann	192.00	-	0.00	0.00	165.01
David Husmann	1,828.60	669.00	0.00	0.00	1,361.72
Mary Intlekofer	2,003.80	139.80	0.00	0.00	1,371.28
Sonya Johnson	530.38	-	0.00	0.00	445.81
Nick Kahler	144.00	-	0.00	0.00	123.75
Brandon Kent	1,864.00	-	0.00	0.00	1,218.69
Lori Lynch	2,175.80	151.80	0.00	0.00	1,475.55
Dave McNeill	440.48	-	0.00	0.00	371.55
Mandy Norton	335.55	-	0.00	0.00	269.16
Shannon Poe	96.00	-	0.00	0.00	72.51
Shelly Searles	2,003.80	139.80	0.00	6.00	1,361.96
Sabrina Strella	206.13	-	0.00	0.00	172.05
Jenna Weih	2,121.85	395.85	0.00	0.00	1,537.96
Curtis Wyman	1,806.70	182.70	0.00	39.38	1,228.67
<b>TOTAL AMBULANCE</b>	<b>\$ 16,450.29</b>	<b>\$ 1,678.95</b>	<b>0.00</b>	<b>45.38</b>	<b>\$ 11,743.58</b>
<b>CEMETERY</b>	<b>January 23 - February 5, 2021</b>				
Dan McDonald	\$ 2,010.78	\$ 310.78	0.00	0.00	\$ 1,497.85
<b>TOTAL CEMETERY</b>	<b>\$ 2,010.78</b>	<b>\$ 310.78</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,497.85</b>
<b>CITY HALL</b>	<b>January 24 - February 6, 2021</b>				
Cheryl Clark	\$ 1,817.10	\$ 89.10	0.75	42.00	\$ 1,234.34
Sally Hinrichsen	2,550.27	-	0.00	0.00	1,611.08
Nanci Tuel	1,530.40	-	0.00	0.00	1,011.43
<b>TOTAL CITY HALL</b>	<b>\$ 5,897.77</b>	<b>\$ 89.10</b>	<b>0.75</b>	<b>42.00</b>	<b>\$ 3,856.85</b>
<b>FIRE</b>	<b>January 25 - February 7, 2021</b>				
Joe Bayne	\$ 125.00	\$ -	0.00	0.00	\$ 115.44
Chris Hinrichs	120.00	-	0.00	0.00	110.82
Billy Norton	100.00	-	0.00	0.00	85.94
Paul Warner	100.00	-	0.00	0.00	92.35
<b>TOTAL FIRE</b>	<b>\$ 445.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 404.55</b>
<b>LIBRARY</b>	<b>January 25 - February 7, 2021</b>				
Molli Hunter	\$ 575.75	\$ -	0.00	0.00	\$ 435.00
Penny Schmit	1,132.00	-	0.00	0.00	628.88
Michelle Turnis	1,655.77	-	0.00	0.00	1,034.47
<b>TOTAL LIBRARY</b>	<b>\$ 3,363.52</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,098.35</b>
<b>MBC</b>	<b>January 25 - February 7, 2021</b>				
Jacob Oswald	\$ 2,038.46	\$ -	0.00	0.00	\$ 1,533.53
Shannon Poe	1,624.23	-	0.00	0.00	1,115.58
<b>TOTAL MBC</b>	<b>\$ 3,662.69</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,649.11</b>
<b>POLICE</b>	<b>January 25 - February 7, 2021</b>				
Zachary Buehler	\$ 2,037.00	\$ -	0.00	0.00	\$ 1,511.44
Peter Fleming	2,142.00	-	0.00	33.00	1,515.75
Dawn Graver	2,400.00	-	0.00	0.00	1,726.29
Erik Honda	2,472.50	-	0.00	37.50	1,833.64



# PAYROLL - FEBRUARY 11, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE (cont.)</b>					
Jordan Koos	2,436.00	-	0.00	28.00	1,760.64
Britt Smith	2,996.15	-	0.00	0.00	2,192.87
Madonna Staner	1,530.40	-	0.00	0.00	1,160.59
Brian Tate	2,457.00	-	0.00	0.00	1,815.57
<b>TOTAL POLICE</b>	<b>\$ 18,471.05</b>	<b>\$ -</b>	<b>0.00</b>	<b>98.50</b>	<b>\$ 13,516.79</b>
<b>ROAD USE</b>					
	<b>January 23 - February 5, 2021</b>				
Zeb Bowser	\$ 2,759.85	\$ 1,059.85	0.00	0.00	\$ 2,159.14
Cassidy Russell	2,485.00	885.00	0.00	0.00	1,658.61
<b>TOTAL ROAD USE</b>	<b>\$ 5,244.85</b>	<b>\$ 1,944.85</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,817.75</b>
<b>SANITATION</b>					
	<b>January 23 - February 5, 2021</b>				
Michael Boyson	\$ 2,767.82	\$ 1,067.82	0.00	0.00	\$ 1,987.24
Nick Kahler	2,079.81	-	0.00	0.00	1,432.94
<b>TOTAL SANITATION</b>	<b>\$ 4,847.63</b>	<b>\$ 1,067.82</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,420.18</b>
<b>SEWER</b>					
	<b>January 23 - February 5, 2021</b>				
Tim Schultz	\$ 2,329.25	\$ 569.25	15.00	40.13	\$ 1,709.23
Jim Tjaden	2,346.15	-	0.00	0.00	1,701.48
<b>TOTAL SEWER</b>	<b>\$ 4,675.40</b>	<b>\$ 569.25</b>	<b>15.00</b>	<b>40.13</b>	<b>\$ 3,410.71</b>
<b>WATER</b>					
	<b>January 23 - February 5, 2021</b>				
Daniel Pike	\$ 2,596.22	\$ 860.42	0.00	43.25	\$ 1,941.36
<b>TOTAL WATER</b>	<b>\$ 2,596.22</b>	<b>\$ 860.42</b>	<b>0.00</b>	<b>43.25</b>	<b>\$ 1,941.36</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 67,665.20</b>	<b>\$ 6,521.17</b>	<b>15.75</b>	<b>269.26</b>	<b>\$ 48,357.08</b>

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	55.02			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	27.17			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	57.50			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	4.00			
RADIO COMMUNICATIONS CO INC	PD RADIOS	7,787.52			
TCM BANK NA	PD TRAINING - STANER	473.19			
	110 POLICE DEPARTMENT TOTAL		8,404.40		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	240.74			
	230 STREET LIGHTS TOTAL		240.74		
AQUATIC CENTER					
TCM BANK NA	POOL IPAD	299.00			
	440 AQUATIC CENTER TOTAL		299.00		
CEMETERY					
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - JAN.	525.00			
	450 CEMETERY TOTAL		525.00		
SOLDIER'S MEMORIAL BOARD					
MEDIACOM	SLDR MEM TELEPHONE	26.45			
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING	123.30			
	498 SOLDIER'S MEMORIAL BOARD TOTAL		149.75		
MAYOR AND CITY COUNCIL					
BOULDERS INN MONTICELLO LLC	CITY ADMIN CANDIDATE TRAVEL	234.83			
TCM BANK NA	CITY ADMIN INTERVIEWS	104.84			
	610 MAYOR AND CITY COUNCIL TOTAL		339.67		
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES	462.50			
	620 CLERK/CITY ADMIN TOTAL		462.50		
ENGINEER					
SNYDER & ASSOCIATES, INC	ENGINEERING FEES	2,785.63			
	640 ENGINEER TOTAL		2,785.63		
CITY HALL/GENERAL BLDGS					
BAKER PAPER CO INC	CH BUILDING SUPPLIES	62.17			
CREATIVE FORMS & CONCEPTS, INC	CH OFFICE SUPPLIES	298.77			
FP MAILING SOLUTIONS	CH OFFICE SUPPLIES	136.50			
IMFOA	CH DUES - HINRICHSEN	100.00			
INFRASTRUCTURE TECHNOLOGY	CH SMART UPS	1,585.50			

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
IOWA STATE PRISON INDUSTRIES	CH BUILDING SUPPLIES	53.40			
MEDIACOM	CH TELEPHONE	167.51			
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING	246.60			
MONTICELLO EXPRESS INC	CH ADVERTISING	557.72			
TCM BANK NA	COUNCIL IPADS & ACCESSORIES	320.21			
	650 CITY HALL/GENERAL BLDGS TOTAL		3,528.38		
	001 GENERAL TOTAL		16,735.07		
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC	936.39			
MOLLI JENN HUNTER	JANITORIAL SERVICES	287.50			
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES	62.98			
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES	28.95			
TCM BANK NA	MBC IPAD/OFFICE SUPPLIES	432.56			
	430 PARKS TOTAL		1,748.38		
	005 MONTICELLO BERNDES CENTER TOTAL		1,748.38		
FIRE					
FIRE PROTECTION PUBLICATIONS	FIRE TRAINING MANUALS	358.00			
MCALUER WATER CONDITIONING INC	FIRE SOFTENER SALT	20.55			
	150 FIRE TOTAL		378.55		
	015 FIRE TOTAL		378.55		
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	263.94			
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	27.17			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	167.01			
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	1,781.66			
	160 AMBULANCE TOTAL		2,239.78		
	016 AMBULANCE TOTAL		2,239.78		
POLICE IMPROVEMENT					
RADIO COMMUNICATIONS CO INC	PD RADIOS	5,202.08			
	110 POLICE DEPARTMENT TOTAL		5,202.08		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	026 POLICE IMPROVEMENT TOTAL		5,202.08		
LIBRARY IMPROVEMENT LIBRARY TCM BANK NA	LIB IMP SUMMER READING		52.72		
	410 LIBRARY TOTAL		52.72		
	030 LIBRARY IMPROVEMENT TOTAL		52.72		
LIBRARY LIBRARY CULLIGAN TOTAL WATER MOLLI JENN HUNTER MEDIACOM MICRO MARKETING LLC MIDWEST ALARM SERVICES MONTICELLO EXPRESS INC OVERDRIVE PENNY SCHMIT TCM BANK NA	LIB BUILDING SUPPLIES JANITORIAL SERVICES LIB TELEPHONE LIB AUDIO RECORDINGS FIRE ALARM MONITORING LIB OFFICE SUPPLIES LIB AUDIO RECORDINGS LIB PROGRAMS/PROMOTIONS LIB VIDEO/DVD RECORDINGS		11.15 400.00 123.43 69.98 123.30 9.99 55.77 7.49 236.66		
	410 LIBRARY TOTAL		1,037.77		
	041 LIBRARY TOTAL		1,037.77		
AIRPORT AIRPORT ANTHONY W HYNICK MONTICELLO EXPRESS INC TRI COUNTY PROPANE LLC	AIRPORT COURTESY CAR REP/MAINT AIRPORT ADVERTSING AIRPORT UTILITIES		558.72 152.60 800.20		
	280 AIRPORT TOTAL		1,511.52		
	046 AIRPORT TOTAL		1,511.52		
ROAD USE STREETS ACME ELECTRIC MOTORS INC ALLIANT ENERGY-IES BARD MATERIALS BROWN SUPPLY CO INC BRIAN CROWLEY IOWA STATE PRISON INDUSTRIES JOHN DEERE FINANCIAL JONES REGIONAL MEDICAL CENTER LINDA KAHLER KROMMINGA MOTORS INC LAPORTE MOTOR SUPPLY M TOWN TIRE & AUTO	RU VEHICLE OPERATING STOP SIGNS - N MAIN ST RU STREET MAINTENANCE SUPPLIES RU VEHICLE OPERATING RU EQUIP REPAIR/MAINT RU STREET MAINTENANCE SUPPLIES RU SUPPLIES RU PHYSICAL - RUSSELL RU CLOTHING RU EQUIP REPAIR/MAINT RU SUPPLIES RU EQUIP REPAIR/MAINT		1,209.99 113.79 400.00 955.60 2,329.50 199.60 2.28 85.00 873.90 34.10 89.51 30.00		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO MACHINE SHOP INC	RU BUILDING REPAIR/MAINT	135.60			
SPAHN & ROSE LUMBER CO INC	RU SUPPLIES	6.49			
TCM BANK NA	RU OSHA	176.88			
UNITY POINT CLINIC -	RU OSHA - BOWSER	42.00			
	210 STREETS TOTAL		6,684.24		
SNOW REMOVAL					
ACCENT CONSTRUCTION	RU SNOW REMOVAL	2,640.00			
	250 SNOW REMOVAL TOTAL		2,640.00		
	110 ROAD USE TOTAL		9,324.24		
MARY MAXINE REDMOND TRUST					
LIBRARY					
TCM BANK NA	LIB REDMOND PROGRAMMING	53.87			
	410 LIBRARY TOTAL		53.87		
	339 MARY MAXINE REDMOND TRUST TOTAL		53.87		
C.C. BIDWELL LIBRARY BOOK					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BIDWELL BOOKS	53.14			
MICRO MARKETING LLC	LIB BIDWELL BOOKS	43.15			
OVERDRIVE	LIB BIDWELL BOOKS	161.23			
TCM BANK NA	LIB BIDWELL BOOKS	156.76			
	410 LIBRARY TOTAL		414.28		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		414.28		
TRUST/IOMA MARY BAKER					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BAKER BOOKS	73.23			
	410 LIBRARY TOTAL		73.23		
	503 TRUST/IOMA MARY BAKER TOTAL		73.23		
WATER					
WATER					
STATE HYGIENIC LABORATORY	WATER LAB TESTS	54.00			
JOHN DEERE FINANCIAL	WATER SUPPLIES	7.99			
MUNICIPAL SUPPLY INC	WATER SUPPLIES - ORBIS	3,539.12			
TCM BANK NA	WATER DIST I CERT FEE - PIKE	92.40			

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	810 WATER TOTAL		3,693.51		
	600 WATER TOTAL		3,693.51		
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST		2,856.73		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		9.90		
GIESE SHEET METAL CO. INC.	SEWER BUILDING REPAIR/MAINT		270.00		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		671.00		
JOHN DEERE FINANCIAL	SEWER BUILDING REPAIR/MAINT		6.47		
MONTICELLO EXPRESS INC	SEWER LAB SUPPLIES		9.44		
SPAHN & ROSE LUMBER CO INC	SEWER SUPPLIES		55.96		
TCM BANK NA	SEWER EDUCATION - SCHULTZ		227.50		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		1,420.80		
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE		58.13		
	815 SEWER TOTAL		5,585.93		
	610 SEWER TOTAL		5,585.93		
SANITATION					
SANITATION					
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS		46.00		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS		11,316.74		
RANDALL G THUMAN	SANITATION COMPOST		6,600.00		
	840 SANITATION TOTAL		17,962.74		
	670 SANITATION TOTAL		17,962.74		
	Accounts Payable Total		66,013.67		

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY**

FUND NAME		AMOUNT
001	GENERAL	16,735.07
005	MONTICELLO BERNDES CENTER	1,748.38
015	FIRE	378.55
016	AMBULANCE	2,239.78
026	POLICE IMPROVEMENT	5,202.08
030	LIBRARY IMPROVEMENT	52.72
041	LIBRARY	1,037.77
046	AIRPORT	1,511.52
110	ROAD USE	9,324.24
339	MARY MAXINE REDMOND TRUST	53.87
502	C.C. BIDWELL LIBRARY BOOK	414.28
503	TRUST/IOMA MARY BAKER	73.23
600	WATER	3,693.51
610	SEWER	5,585.93
670	SANITATION	17,962.74
-----		
	TOTAL FUNDS	66,013.67

## 2021 Monticello Volunteer Fire Department Roster

Joe Bayne - Fire Chief	Billy Norton - Assistant Chief	Paul Warner & Chris Hinrich
Joe Bayne	Alex Green	<u>Jr. Firefighters</u>
Joe Goetz	Kody Miles	Lauren Bader
Mike Bader	Jackson Snyder	Steven Bader
Billy Norton	Brian Wolken	Ian Taylor
Josh Kray	Devin Arduser	
Nick Kahler	Johnny Russ	
Nathan Spahr	Reece Norton	
Theron (TJ) Nealson	Shannon Poe	
Dave Husmann	Michael Boysen	
Zach Long	Matt Johnson	
Johnathan (John) Snyder	Ron Herman	
Brian Hinrichs	Ben Hein	
Drew Haag	Cory Reyner	
Tommy Norton	Sam Hunt	
Travis McNally	Ben Bollwitt	
Chris Hinrichs	Preston Taylor	
Paul Warner	Zebulyn Bowser	
Josh Kelchen		



City Council Meeting  
Prep. Date: 2/10/2021  
Preparer: Sally Hinrichsen



Agenda Item: # /  
Agenda Date: 02/15/2021

*Communication Page*

**Agenda Items Description:** Presentation related to Sewer Plant Plan of Finance Discussion

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** City contracted with PFM as financial advisor on October 5, 2020 to work with City staff on funding options and pay back options related to the Sewer Plant upgrade project.

**Background Information:** The City of Monticello previously approved of submission of the State of Iowa Revolving Loan Fund (SRF) application for the Sewer Plant upgrade project.

The City was notified on January 11, 2021, that the State Revolving Fund has been approved the Planning and Design application in the amount not to exceed \$595,000 for sewer system improvements. The City will be added to the State Revolving Loan Intended Use Plan project list for approval on March 16, 2021. Once approved, the City can request reimbursement of costs incurred for the planning and design of the Sewer Plant upgrade project on or about March 19, 2021.

The upgrades to the Sewer Plant are estimated to run between eight (8) to ten (10) million dollars. There are a number of ways to pay for the plant including debt service (General Obligation or Revenue Bonds), TIF, sewer fees, grants, general fund investment, State Revolving Loan (SRF), USDA revolving loan and possibly more. Matt Stoffel with PFM will go over various options for the Council to consider.

**Staff Recommendation:** I recommend that the Council consider the options presented by Matt and direct staff how they wish to proceed.



# City of Monticello, Iowa

## Sewer Plant Plan of Finance Discussion

**Matthew Stoffel, CFA**  
**Senior Managing Consultant**

February 15, 2021

PFM Financial  
Advisors LLC

801 Grand Avenue  
Suite 3300  
Des Moines, IA

[www.pfm.com](http://www.pfm.com)



## **Table of Contents**

- I. Overview of Project
- II. Option 1 – 100% Paid by Sewer Revenues
- III. Option 2 – Multiple Loans & Payment Sources
  - \$6.3M – Paid by Sewer Revenues
  - \$6.0M – Paid by Tax Increment Financing Revenues
- IV. Other Observations & Considerations



# I. Overview of Project



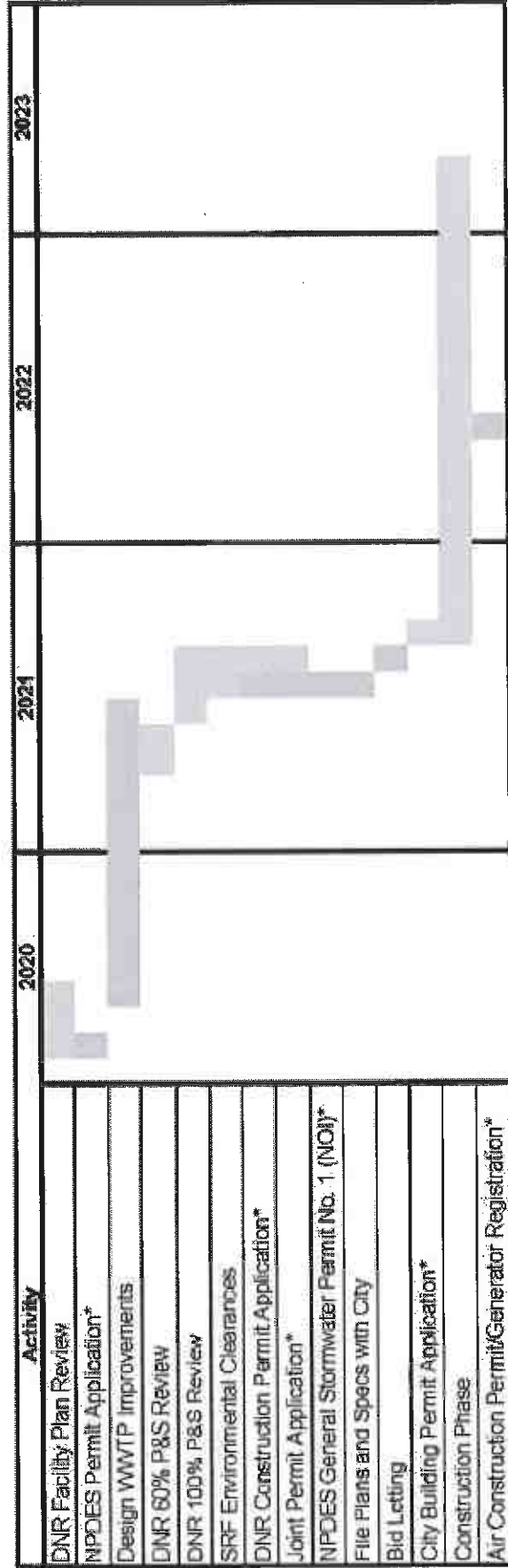
## Engineering Project Cost Estimates

Engineer's Opinion of Probable Construction Costs – Alternative #1: Activated Sludge (Extended Aeration)	
1.	Administrative and Legal Expenses \$45,000
2.	Land, Structures, R.O.W, Appraisals, Etc. -
3.	Relocation expenses and payments -
4.	Architectural and Engineering Fees \$1,100,000
5.	Other Architectural and Engineering Fees -
6.	Project Inspection Fees \$350,000
7.	Site Work \$230,000
8.	Demolition and Removal \$550,000
9.	Construction \$5,800,000
10.	Equipment \$3,600,000
11.	Miscellaneous -
12.	Subtotal (Sum of Items 1-11) \$11,765,000
13.	Contingencies \$535,000
14.	Subtotal \$12,300,000





# Preliminary Timeline



\*Permit Application  
 DNR  
 City and Engineer  
 Contractor





# II. Option 1 – 100% Paid by Sewer Revenues



**CITY OF MONTICELLO, IOWA**

**Sewer Enterprise Fund**

EXHIBIT 1

**Growth Assumptions**

Sewer Usage	0.00%
Operating Expenses	3.00%
Interest Rate	0.10%

**SEWER REVENUE ADJUSTMENTS**

1-Jul-16	0.00%	1-Jul-20	0.00%	1-Jul-24	2.00%
1-Jul-17	0.00%	1-Jul-21	105.00%	1-Jul-25	2.00%
1-Jul-18	0.00%	1-Jul-22	2.00%	1-Jul-26	2.00%
1-Jul-19	0.00%	1-Jul-23	2.00%		

	Audited	Audited	Audited	Unaudited	Budget	Prelim. Budget	Projected	Projected	Projected	Projected	Projected
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Sewer Rates are 150% of Water Rates											
1 First 1,000 gallons (Minimum)	\$9.26	\$9.26	\$9.26	\$9.26	\$9.26	\$18.98	\$19.36	\$19.75	\$20.14	\$20.55	\$20.96
2 Rate per 1,000 (1,001 to 10,000)	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$12.30	\$12.55	\$12.80	\$13.05	\$13.31	\$13.58
3 Rate per 1,000 (over 10,000)	\$4.20	\$4.20	\$4.20	\$4.20	\$4.20	\$12.71	\$12.96	\$13.22	\$13.49	\$13.76	\$14.03
4 Flat Monthly Equipment Replacement Fee	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.51
5 Avg. Number of Meters	1,655	1,644	1,635	1,663	1,663	1,663	1,663	1,663	1,663	1,663	1,663
6 Average Customer Bill (4,000 Gallons)	\$33.26	\$33.26	\$33.26	\$33.26	\$33.26	\$68.18	\$69.55	\$70.94	\$72.36	\$73.80	\$75.28
7 Projected Change in Monthly Bill (4,000 Gallons)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.92	\$1.36	\$1.39	\$1.42	\$1.45	\$1.48
8 Net Average \$\$ Per < 1,000-Usage	\$7.57	\$7.61	\$7.63	\$7.27	\$7.49	\$15.34	\$15.65	\$15.96	\$16.28	\$16.61	\$16.94
9 SEWER Usage											
10 Total Sewer Usage (000s)	80,640	79,587	77,992	80,160	80,160	80,160	80,160	80,160	80,160	80,160	80,160
11 OPERATING REVENUES											
12 Sewer Revenues	\$610,795	\$605,760	\$595,171	\$582,884	\$600,000	\$1,230,000	\$1,254,600	\$1,279,692	\$1,305,286	\$1,331,392	\$1,358,019
13 Misc Revenues	15,456	4,682	2,226	4,427	4,000	0	0	0	0	0	0
14 Total Operating Revenues	\$626,251	\$610,442	\$597,397	\$587,311	\$604,000	\$1,230,000	\$1,254,600	\$1,279,692	\$1,305,286	\$1,331,392	\$1,358,019
15 OPERATING EXPENSES											
16 Personnel Expenses	\$201,320	\$208,098	\$195,704	\$207,412	\$227,188	\$236,754	\$243,857	\$251,172	\$258,707	\$266,469	\$274,463
17 Utilities	34,890	41,920	54,332	56,935	40,600	58,750	60,513	62,328	64,198	66,124	68,107
18 Insurance	18,263	19,074	22,384	26,188	20,000	27,500	28,325	29,175	30,050	30,951	31,880
19 Other Operating Expenses	167,404	19,276	48,031	58,597	98,900	86,500	89,095	91,768	94,521	97,357	100,277
20 Total Operating Expense	\$421,877	\$288,367	\$320,451	\$349,131	\$386,688	\$409,504	\$421,789	\$434,443	\$447,476	\$460,900	\$474,727
21 NET OPERATING REV	\$204,374	\$322,075	\$276,946	\$238,179	\$217,312	\$820,496	\$832,811	\$845,249	\$857,810	\$870,491	\$883,292
22 Special Assessments	8,555	7,129	5,696	0	0	0	0	0	0	0	0
23 Interest Income	2,926	2,978	5,492	4,427	239	351	1,138	1,800	1,882	1,965	2,061
24 Revenue Available for Debt Service	\$215,855	\$332,182	\$288,134	\$242,606	\$217,551	\$820,847	\$833,949	\$847,049	\$859,692	\$872,456	\$885,353



**CITY OF MONTICELLO, IOWA**

**Sewer Enterprise Fund**

EXHIBIT 1

**Growth Assumptions**

Sewer Usage	0.00%
Operating Expenses	3.00%
Interest Rate	0.10%

**SEWER REVENUE ADJUSTMENTS**

1-Jul-16	0.00%	1-Jul-20	0.00%	1-Jul-24	2.00%
1-Jul-17	0.00%	1-Jul-21	105.00%	1-Jul-25	2.00%
1-Jul-18	0.00%	1-Jul-22	2.00%	1-Jul-26	2.00%
1-Jul-19	0.00%	1-Jul-23	2.00%		

	Audited	Audited	Audited	Unaudited	Budget	Prelim. Budget	Projected	Projected	Projected	Projected	Projected
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Revenue Available for Debt Service	25	\$215,855	\$332,182	\$288,134	\$242,606	\$820,847	\$833,949	\$847,049	\$859,692	\$872,456	\$885,353
Sewer Debt Service											
Proposed SRF Loan - Series 2022	26	\$0	\$0	\$0	\$0	\$15,510	\$155,100	\$746,752	\$758,940	\$758,520	\$758,900
Reserved	27	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue Debt	28	\$0	\$0	\$0	\$0	\$15,510	\$155,100	\$746,752	\$758,940	\$758,520	\$758,900
Series 2010 GO Debt (Sewer Portion)	29	\$59,555	\$63,105	\$61,345	\$64,475	\$0	\$0	\$0	\$0	\$0	\$0
Series 2014 GO Debt (Sewer Portion)	30	\$22,470	\$22,070	\$26,670	\$26,170	\$0	\$0	\$0	\$0	\$0	\$0
Series 2016 GO Debt (Sewer Portion)	31	\$78,888	\$78,975	\$78,465	\$17,832	\$17,832	\$17,832	\$17,832	\$17,832	\$17,432	\$0
Total GO Debt Paid by Sewer	32	\$160,913	\$164,150	\$166,480	\$108,477	\$17,832	\$17,832	\$17,832	\$17,832	\$17,432	\$0
Total Debt paid by Sewer	33	\$160,913	\$164,150	\$166,480	\$108,477	\$33,342	\$172,932	\$764,584	\$776,772	\$775,952	\$758,900
Debt Service Coverage											
Net Revenues/ Revenue Debt	34	N/A	N/A	N/A	N/A	52.92	5.38	1.13	1.13	1.15	1.17
Net Revenues/ All Debt	35	1.34	2.02	1.73	2.24	2.06	4.82	1.11	1.11	1.12	1.17
CASHFLOW AFTER DEBT	36	\$54,942	\$168,032	\$121,654	\$134,128	\$111,736	\$661,017	\$82,464	\$82,919	\$96,504	\$126,453
Capital Outlays	37	(\$227,410)	(\$170,175)	(\$86,651)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other cash (uses)/sources	38	0	0	(1)	(16,840)	0	0	0	0	0	0
Bond Proceeds	39	241,722	0	0	0	0	0	0	0	0	0
Transfers (to)/from Restricted	40	0	0	0	0	0	0	0	0	0	0
Transfers in/(out)	41	0	(100,000)	33,586	0	0	0	0	0	0	0
Annual Surplus/ (Deficit)	42	\$69,254	(\$102,143)	\$68,588	\$117,288	\$111,736	\$661,017	\$82,464	\$82,919	\$96,504	\$126,453
Beginning Cash Balance	43	\$86,269	\$155,523	\$53,380	\$121,968	\$239,256	\$1,138,498	\$1,799,515	\$1,881,979	\$1,964,899	\$2,061,402
Ending Cash Balance	44	\$155,523	\$53,380	\$121,968	\$239,256	\$350,993	\$1,138,498	\$1,881,979	\$1,964,899	\$2,061,402	\$2,187,856
Cash % of O&M Expenses	45	37%	19%	38%	69%	91%	427%	433%	439%	447%	461%
Restricted & Designated											
Sewer Capital Reserve	46	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Sinking Fund	47	0	0	0	0	0	0	0	0	0	0
Total Restricted & Designated	48	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cash	49	\$155,523	\$53,380	\$121,968	\$239,256	\$350,993	\$1,138,498	\$1,881,979	\$1,964,899	\$2,061,402	\$2,187,856
Sewer Capital Outlays											
Sewer Treatment Plant	50	0	0	0	0	0	0	0	0	0	0
Meters	51	0	0	0	0	0	0	0	0	0	0
Equipment Purchase	52	0	0	0	0	0	0	0	0	0	0
Lining Program	53	0	0	0	0	0	0	0	0	0	0
Miscellaneous	54	0	0	0	0	0	0	0	0	0	0
Total	55	0	0	0	0	0	0	0	0	0	0

9

**City of Monticello, Iowa**  
Proposed SRF Sewer Bonds, Series 2022

**EXHIBIT 2**

<b>SOURCES &amp; USES</b>	
<b>SOURCES</b>	
Par Amount of Bonds	12,408,000.00
Accrued Interest	
Other Monies	
<b>Total Sources</b>	<b>12,408,000.00</b>
<b>USES</b>	
Deposit to Construction Account	12,300,000.00
Deposit to Reserve Account	
Capitalized Interest Account	0.00
Municipal Bond Insurance	
Initiation Fee (\$5.00 per bond)	62,040.00
Costs of Issuance	45,000.00
Accrued Interest	
Rounding Amount	960.00
<b>Total Uses</b>	<b>12,408,000.00</b>
<b>ASSUMPTIONS</b>	
Dated Date	3/1/2022
Delivery Date	3/1/2022
First Interest Date	6/1/2022
First Principal Date	6/1/2024
Last Principal Date	6/1/2043

Arbitrage Yield	2.00012%
TIC	2.04709%
AIC	2.08137%
Average Life	12.40 Years

<u>Estimated Costs</u>	
Engineering	\$ 1,100,000
Construction & Equipmt	\$ 10,665,000
Contingencies	\$ 535,000
	<b>\$ 12,300,000</b>

<b>DEBT SERVICE SCHEDULE</b>					
Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
6/1/2022			15,510	15,510	15,510
12/1/2022			62,040	62,040	
6/1/2023			93,060	93,060	155,100
12/1/2023			111,672	111,672	
1.0 6/1/2024	511,000	2.000%	124,080	635,080	746,752
12/1/2024			118,970	118,970	
2.0 6/1/2025	521,000	2.000%	118,970	639,970	758,940
12/1/2025			113,760	113,760	
3.0 6/1/2026	531,000	2.000%	113,760	644,760	758,520
12/1/2026			108,450	108,450	
4.0 6/1/2027	542,000	2.000%	108,450	650,450	758,900
12/1/2027			103,030	103,030	
5.0 6/1/2028	553,000	2.000%	103,030	656,030	759,060
12/1/2028			97,500	97,500	
6.0 6/1/2029	564,000	2.000%	97,500	661,500	759,000
12/1/2029			91,860	91,860	
7.0 6/1/2030	575,000	2.000%	91,860	666,860	758,720
12/1/2030			86,110	86,110	
8.0 6/1/2031	587,000	2.000%	86,110	673,110	759,220
12/1/2031			80,240	80,240	
9.0 6/1/2032	599,000	2.000%	80,240	679,240	759,480
12/1/2032			74,250	74,250	
10.0 6/1/2033	610,000	2.000%	74,250	684,250	758,500
12/1/2033			68,150	68,150	
11.0 6/1/2034	623,000	2.000%	68,150	691,150	759,300
12/1/2034			61,920	61,920	
12.0 6/1/2035	635,000	2.000%	61,920	696,920	758,840
12/1/2035			55,570	55,570	
13.0 6/1/2036	648,000	2.000%	55,570	703,570	759,140
12/1/2036			49,090	49,090	
14.0 6/1/2037	661,000	2.000%	49,090	710,090	759,180
12/1/2037			42,480	42,480	
15.0 6/1/2038	674,000	2.000%	42,480	716,480	758,960
12/1/2038			35,740	35,740	
16.0 6/1/2039	688,000	2.000%	35,740	723,740	759,480
12/1/2039			28,860	28,860	
17.0 6/1/2040	701,000	2.000%	28,860	729,860	758,720
12/1/2040			21,850	21,850	
18.0 6/1/2041	715,000	2.000%	21,850	736,850	758,700
12/1/2041			14,700	14,700	
19.0 6/1/2042	730,000	2.000%	14,700	744,700	759,400
12/1/2042			7,400	7,400	
20.0 6/1/2043	740,000	2.000%	7,400	747,400	754,800
			2,926,222	15,334,222	15,334,222

Scale : 20 year SRF Rate 2.00%



# III. Option 2 – Multiple Loans & Payment Sources

**CITY OF MONTICELLO, IOWA**

**Sewer Enterprise Fund**

EXHIBIT 1

**Growth Assumptions**

Sewer Usage	0.00%
Operating Expenses	3.00%
Interest Rate	0.10%

**SEWER REVENUE ADJUSTMENTS**

1-Jul-16	0.00%	1-Jul-20	0.00%	1-Jul-24	2.00%
1-Jul-17	0.00%	1-Jul-21	40.00%	1-Jul-25	2.00%
1-Jul-18	0.00%	1-Jul-22	2.00%	1-Jul-26	2.00%
1-Jul-19	0.00%	1-Jul-23	2.00%		

	Audited	Audited	Audited	Unaudited	Budget	Prelim. Budget	Projected	Projected	Projected	Projected	Projected
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Sewer Rates are 150% of Water Rates											
First 1,000 gallons (Minimum)	\$9.26	\$9.76	\$9.26	\$9.26	\$9.26	\$12.96	\$13.22	\$13.49	\$13.76	\$14.03	\$14.31
Rate per 1,000 (1,001 to 10,000)	\$6.00	\$5.00	\$6.00	\$6.00	\$6.00	\$8.40	\$8.57	\$8.74	\$8.91	\$9.09	\$9.27
Rate per 1,000 (over 10,000)	\$6.20	\$6.20	\$6.20	\$6.20	\$6.20	\$8.68	\$8.85	\$9.03	\$9.21	\$9.40	\$9.58
Flat Monthly Equipment Replacement Fee	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$0.51
Avg. Number of Meters	1,655	1,644	1,655	1,663	1,663	1,663	1,663	1,663	1,663	1,663	1,663
Average Customer Bill (4,000 Gallons)	\$33.26	\$33.26	\$33.26	\$33.26	\$33.26	\$46.56	\$47.50	\$48.45	\$49.41	\$50.40	\$51.41
Projected Change in Monthly Bill (4,000 Gallons)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13.50	\$0.93	\$0.95	\$0.97	\$0.99	\$1.01
Net Average \$\$ Per < 1,000-Usage	\$7.57	\$7.61	\$7.63	\$7.27	\$7.49	\$10.48	\$10.69	\$10.90	\$11.12	\$11.34	\$11.57
SEWER Usage	80,640	79,587	77,992	80,160	80,160	80,160	80,160	80,160	80,160	80,160	80,160
Total Sewer Usage (000s)	80,640	79,587	77,992	80,160	80,160	80,160	80,160	80,160	80,160	80,160	80,160
<b>OPERATING REVENUES</b>											
Sewer Revenues	\$610,795	\$605,760	\$595,171	\$582,884	\$600,000	\$840,000	\$856,800	\$873,936	\$891,415	\$909,243	\$927,428
Misc Revenues	15,456	4,682	2,226	4,427	4,000	0	0	0	0	0	0
Total Operating Revenues	\$626,251	\$610,442	\$597,397	\$587,311	\$604,000	\$840,000	\$856,800	\$873,936	\$891,415	\$909,243	\$927,428
<b>OPERATING EXPENSES</b>											
Personnel Expenses	\$201,320	\$208,098	\$195,704	\$207,412	\$227,188	\$236,754	\$243,857	\$251,172	\$258,707	\$266,469	\$274,463
Utilities	34,890	41,920	54,332	56,935	40,600	58,750	60,513	62,328	64,198	66,124	68,107
Insurance	18,263	19,074	22,384	26,188	20,000	27,500	28,325	29,175	30,050	30,951	31,880
Other Operating Expenses	167,404	19,276	48,031	58,597	98,900	86,500	89,095	91,768	94,521	97,357	100,271
Total Operating Expense	\$421,877	\$288,367	\$320,451	\$349,131	\$386,688	\$409,504	\$421,789	\$434,443	\$447,476	\$460,900	\$474,727
<b>NET OPERATING REV</b>	\$204,374	\$322,075	\$276,946	\$238,179	\$217,312	\$430,496	\$435,011	\$439,493	\$443,939	\$448,343	\$452,701
Special Assessments	8,555	7,129	5,696	0	0	0	0	0	0	0	0
Interest Income	2,926	2,978	5,492	4,427	239	351	756	1,094	1,133	1,170	1,212
<b>Revenue Available for Debt Service</b>	\$215,855	\$332,182	\$288,134	\$242,606	\$217,551	\$430,847	\$435,767	\$440,587	\$445,071	\$449,512	\$453,912

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**CITY OF MONTICELLO, IOWA**

**Sewer Enterprise Fund**

EXHIBIT 1

*Growth Assumptions*

Sewer Usage	0.00%
Operating Expenses	3.00%
Interest Rate	0.10%

*SEWER REVENUE ADJUSTMENTS*

1-Jul-16	0.00%	1-Jul-20	0.00%	1-Jul-24	2.00%
1-Jul-17	0.00%	1-Jul-21	40.00%	1-Jul-25	2.00%
1-Jul-18	0.00%	1-Jul-22	2.00%	1-Jul-26	2.00%
1-Jul-19	0.00%	1-Jul-23	2.00%		

	Audited	Audited	Audited	Unaudited	Budget	Prelim. Budget	Projected	Projected	Projected	Projected	Projected
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Revenue Available for Debt Service	25	\$215,855	\$332,182	\$288,134	\$242,606	\$430,847	\$435,767	\$440,587	\$445,071	\$449,512	\$453,912
<b>Sewer Debt Service</b>											
Proposed SRF Loan - Series 2022	26	\$0	\$0	\$0	\$0	\$7,973	\$79,725	\$384,182	\$390,300	\$389,940	\$390,480
Reserved	27	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue Debt	28	\$0	\$0	\$0	\$0	\$7,973	\$79,725	\$384,182	\$390,300	\$389,940	\$390,480
Series 2010 GO Debt (Sewer Portion)	29	\$59,555	\$63,105	\$61,345	\$64,475	\$0	\$0	\$0	\$0	\$0	\$0
Series 2014 GO Debt (Sewer Portion)	30	\$22,470	\$22,070	\$26,670	\$26,170	\$0	\$0	\$0	\$0	\$0	\$0
Series 2016 GO Debt (Sewer Portion)	31	\$78,888	\$78,975	\$78,465	\$17,832	\$17,832	\$17,832	\$17,832	\$17,832	\$17,432	\$0
Total GO Debt Paid by Sewer	32	\$160,913	\$164,150	\$166,480	\$108,477	\$17,832	\$17,832	\$17,832	\$17,832	\$17,432	\$0
<b>Total Debt paid by Sewer</b>	33	\$160,913	\$164,150	\$166,480	\$108,477	\$25,805	\$97,557	\$402,014	\$408,132	\$407,372	\$390,480
<b>Debt Service Coverage</b>											
Net Revenues/Revenue Debt	34	N/A	N/A	N/A	N/A	54.04	5.47	1.15	1.14	1.15	1.16
Net Revenues/ All Debt	35	1.34	2.02	1.73	2.24	16.70	4.47	1.10	1.09	1.10	1.16
<b>CASHFLOW AFTER DEBT</b>	36	\$54,942	\$168,032	\$121,654	\$134,128	\$111,736	\$338,210	\$38,573	\$36,939	\$42,140	\$63,432
Capital Outlays	37	(\$227,410)	(\$170,173)	(\$86,631)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other cash (uses)/sources	38	0	0	(1)	(16,840)	0	0	0	0	0	0
Bond Proceeds	39	241,722	0	0	0	0	0	0	0	0	0
Transfers (to)/from Restricted	40	0	0	0	0	0	0	0	0	0	0
Transfers in/(out)	41	0	(100,000)	33,586	0	0	0	0	0	0	0
Annual Surplus/ (Deficit)	42	\$69,254	(\$102,143)	\$68,588	\$117,288	\$111,736	\$338,210	\$38,573	\$36,939	\$42,140	\$63,432
<b>Beginning Cash Balance</b>	43	\$86,269	\$155,523	\$53,380	\$121,968	\$239,256	\$756,035	\$1,094,245	\$1,132,818	\$1,169,757	\$1,211,897
<b>Ending Cash Balance</b>	44	\$155,523	\$53,380	\$121,968	\$239,256	\$350,993	\$1,094,245	\$1,132,818	\$1,169,757	\$1,211,897	\$1,275,330
Cash % of O&M Expenses	45	37%	19%	38%	69%	91%	259%	261%	261%	263%	269%
<b>Restricted &amp; Designated</b>											
Sewer Capital Reserve	46	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Sinking Fund	47	0	0	0	0	0	0	0	0	0	0
Total Restricted & Designated	48	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Cash</b>	49	\$155,523	\$53,380	\$121,968	\$239,256	\$350,993	\$1,094,245	\$1,132,818	\$1,169,757	\$1,211,897	\$1,275,330
<b>Sewer Capital Outlays</b>											
Sewer Treatment Plant	50	0	0	0	0	0	0	0	0	0	0
Meters	51	0	0	0	0	0	0	0	0	0	0
Equipment Purchase	52	0	0	0	0	0	0	0	0	0	0
Lining Program	53	0	0	0	0	0	0	0	0	0	0
Miscellaneous	54	0	0	0	0	0	0	0	0	0	0
Total	55	0	0	0	0	0	0	0	0	0	0

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**City of Monticello, Iowa**  
Proposed SRF Sewer Bonds, Series 2022

**EXHIBIT 2**

<b>SOURCES &amp; USES</b>	
<b>SOURCES</b>	
Par Amount of Bonds	6,378,000.00
Accrued Interest	
Other Monies	
<b>Total Sources</b>	<b>6,378,000.00</b>
<b>USES</b>	
Deposit to Construction Account	6,300,000.00
Deposit to Reserve Account	
Capitalized Interest Account	0.00
Municipal Bond Insurance	
Initiation Fee (\$5.00 per bond)	31,890.00
Costs of Issuance	45,000.00
Accrued Interest	
Rounding Amount	1,110.00
<b>Total Uses</b>	<b>6,378,000.00</b>
<b>ASSUMPTIONS</b>	
Dated Date	3/1/2022
Delivery Date	3/1/2022
First Interest Date	6/1/2022
First Principal Date	6/1/2024
Last Principal Date	6/1/2043

<b>DEBT SERVICE SCHEDULE</b>					
Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
6/1/2022			7,973	7,973	7,973
12/1/2022			31,890	31,890	
6/1/2023			47,835	47,835	79,725
12/1/2023			57,402	57,402	
1.0 6/1/2024	263,000	2.000%	63,780	326,780	384,182
12/1/2024			61,150	61,150	
2.0 6/1/2025	268,000	2.000%	61,150	329,150	390,300
12/1/2025			58,470	58,470	
3.0 6/1/2026	273,000	2.000%	58,470	331,470	389,940
12/1/2026			55,740	55,740	
4.0 6/1/2027	279,000	2.000%	55,740	334,740	390,480
12/1/2027			52,950	52,950	
5.0 6/1/2028	284,000	2.000%	52,950	336,950	389,900
12/1/2028			50,110	50,110	
6.0 6/1/2029	290,000	2.000%	50,110	340,110	390,220
12/1/2029			47,210	47,210	
7.0 6/1/2030	296,000	2.000%	47,210	343,210	390,420
12/1/2030			44,250	44,250	
8.0 6/1/2031	302,000	2.000%	44,250	346,250	390,500
12/1/2031			41,230	41,230	
9.0 6/1/2032	308,000	2.000%	41,230	349,230	390,460
12/1/2032			38,150	38,150	
10.0 6/1/2033	314,000	2.000%	38,150	352,150	390,300
12/1/2033			35,010	35,010	
11.0 6/1/2034	320,000	2.000%	35,010	355,010	390,020
12/1/2034			31,810	31,810	
12.0 6/1/2035	326,000	2.000%	31,810	357,810	389,620
12/1/2035			28,550	28,550	
13.0 6/1/2036	333,000	2.000%	28,550	361,550	390,100
12/1/2036			25,220	25,220	
14.0 6/1/2037	340,000	2.000%	25,220	365,220	390,440
12/1/2037			21,820	21,820	
15.0 6/1/2038	346,000	2.000%	21,820	367,820	389,640
12/1/2038			18,360	18,360	
16.0 6/1/2039	353,000	2.000%	18,360	371,360	389,720
12/1/2039			14,830	14,830	
17.0 6/1/2040	360,000	2.000%	14,830	374,830	389,660
12/1/2040			11,230	11,230	
18.0 6/1/2041	368,000	2.000%	11,230	379,230	390,460
12/1/2041			7,550	7,550	
19.0 6/1/2042	375,000	2.000%	7,550	382,550	390,100
12/1/2042			3,800	3,800	
20.0 6/1/2043	380,000	2.000%	3,800	383,800	387,600
			6,378,000	1,503,760	7,881,760
				7,881,760	7,881,760

Scale : 20 year SRF Rate 2.00%

**City of Monticello, Iowa**  
**Projection of G.O. Debt Capacity**

EXHIBIT 1

VALUATION GROWTH & DEBT LIMIT ASSUMPTIONS	
Legal Limit	5.00%
Self-Imposed Limit	5.00%

Beginning of Fiscal Year	Actual Valuation	Legal Debt Limit	Self-Imposed Debt Limit	EXISTING DEBT ISSUES SUBJECT TO DEBT LIMIT							PROPOSED GO SRF 2022	TIF Rebates	Leases	TOTAL G.O. DEBT OUTST'NDG	Available Effective Capacity	Percent of Legal Debt Limit	Beginning of Fiscal Year
				G.O. 2010 Ref	G.O. 2014	G.O. 2016	G.O. 2019	Total G.O. Debt	G.O. 2022								
FY 2019-20	245,645,838	12,282,292	12,282,292	275,000	1,040,000	1,075,000	2,500,000	4,890,000	217,462			5,107,462	7,174,830	41.58%	FY 2019-20		
FY 2020-21	257,300,421	12,865,021	12,865,021	140,000	775,000	930,000	2,285,000	4,130,000	171,950			4,301,950	8,563,071	33.44%	FY 2020-21		
FY 2021-22	259,836,357	12,991,818	12,991,818		510,000	780,000	2,060,000	3,350,000	92,153			3,442,153	9,549,665	26.49%	FY 2021-22		
FY 2022-23	257,300,421	12,865,021	12,865,021		340,000	630,000	1,830,000	2,800,000	73,705			8,923,705	3,941,316	69.36%	FY 2022-23		
FY 2023-24	259,836,357	12,991,818	12,991,818		170,000	475,000	1,590,000	2,235,000	69,950			8,354,950	4,636,868	64.31%	FY 2023-24		
FY 2024-25	257,300,421	12,865,021	12,865,021			320,000	1,345,000	1,665,000	68,215			7,708,215	5,156,806	59.92%	FY 2024-25		
FY 2025-26	259,836,357	12,991,818	12,991,818			160,000	1,090,000	1,250,000	42,225			7,192,225	5,799,593	55.36%	FY 2025-26		
FY 2026-27	257,300,421	12,865,021	12,865,021				830,000	830,000	42,225			6,572,225	6,292,796	51.09%	FY 2026-27		
FY 2027-28	259,836,357	12,991,818	12,991,818				560,000	560,000	42,225			6,087,225	6,904,593	46.85%	FY 2027-28		
FY 2028-29	257,300,421	12,865,021	12,865,021				285,000	285,000	1,714			5,556,714	7,308,307	43.19%	FY 2028-29		
FY 2029-30	259,836,357	12,991,818	12,991,818						1,714			5,051,714	7,940,104	38.88%	FY 2029-30		
FY 2030-31	257,300,421	12,865,021	12,865,021						1,714			4,736,714	8,128,307	36.82%	FY 2030-31		
FY 2031-32	259,836,357	12,991,818	12,991,818						1,714			4,416,714	8,575,104	34.00%	FY 2031-32		
FY 2032-33	257,300,421	12,865,021	12,865,021									4,085,000	8,780,021	31.75%	FY 2032-33		
FY 2033-34	259,836,357	12,991,818	12,991,818									3,750,000	9,241,818	28.86%	FY 2033-34		
FY 2034-35	257,300,421	12,865,021	12,865,021									3,410,000	9,455,021	26.51%	FY 2034-35		
FY 2035-36	259,836,357	12,991,818	12,991,818									3,060,000	9,931,818	23.55%	FY 2035-36		
FY 2036-37	257,300,421	12,865,021	12,865,021									2,705,000	10,160,021	21.03%	FY 2036-37		
FY 2037-38	259,836,357	12,991,818	12,991,818									2,340,000	10,651,818	18.01%	FY 2037-38		
FY 2038-39	257,300,421	12,865,021	12,865,021									1,970,000	10,895,021	15.31%	FY 2038-39		
FY 2039-40	259,836,357	12,991,818	12,991,818									1,590,000	11,401,818	12.24%	FY 2039-40		
FY 2040-41	257,300,421	12,865,021	12,865,021									1,205,000	11,660,021	9.37%	FY 2039-40		
FY 2041-42	259,836,357	12,991,818	12,991,818									810,000	12,181,818	6.23%	FY 2039-40		
FY 2042-43	257,300,421	12,865,021	12,865,021									410,000	12,455,021	3.19%	FY 2039-40		
FY 2043-44	259,836,357	12,991,818	12,991,818										12,991,818			FY 2039-40	

\* - Represents G.O. principal outstanding as of the BEGINNING of the fiscal year.

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2/11/2021



**City of Monticello, Iowa  
Financial Planning for Capital Projects  
Projection of Tax Levies & Tax Rate Impact**

Tax Rate Adjustments	
Tax Impact FY 18-19	(\$0.0671)
Tax Impact FY 20-21	\$0.162
Tax Impact FY 21-22	(\$0.0614)
Tax Impact FY 22-23	(\$0.0413)

Tax Valuation Growth Rate FY 19-20 2.117%  
 Tax Valuation Growth Rate FY 20-21 2.616%  
 Tax Valuation Growth Rate FY 21-22 2.659%  
 Projected Tax Valuation Growth Rate thereafter 1.000%

Fiscal Year Payable	Total Tax Valuation	Current Taxes Levied	Current Tax Rate/ \$1,000	ABATEMENTS					TIF Revenues	Proposed TIF	Sewer	Water	State Reimb	Other Monies	Total Resources	G.O. D/S	Proposed GO TIF Series 2022	Other Uses	Fiscal Fees	Total Uses	Surplus (Deficit)	Beginning Balance		
				Proposed TIF	Sewer	Water	State Reimb	Other Monies															Total Resources	
2018 - 2019	145,875,678	555,967	2.44021	525,240	166,417	107,969	11,285	5,143	1,172,021	1,153,093	2,800	2,400	2,400	1,115,893	16,128	70,015	86,143	891,253	13,105	86,143				
2019 - 2020	148,963,893	587,702	2.60266	290,060	108,477	105,419	11,000	1,700	904,358	888,853	2,400	2,400	2,400	889,260	(840)	99,248	99,248	889,260	(840)	99,248				
2020 - 2021	152,861,088	388,464	2.54129	286,348	105,815	107,794			888,420	886,860	1,900			639,208	14,916	98,408	98,408	639,208	14,916	98,408				
2021 - 2022	156,924,890	392,312	2.50000	219,350	17,832	24,629			654,123	637,308				677,445	22,864	113,324	113,324	677,445	22,864	113,324				
2022 - 2023	158,494,139	396,235	2.50000	223,800	37,813	24,629			700,309	639,633				700,309		136,188	136,188	677,445		136,188				
2023 - 2024	160,079,080	365,574	2.28340	222,950	180,875	24,629			811,810	630,935				811,810		136,188	136,188	655,930		136,188				
2024 - 2025	161,679,871	192,019	1.18765	226,950	194,500	24,629			655,930	461,430				655,930		136,188	136,188	773,900		136,188				
2025 - 2026	163,296,670	313,189	1.91791	100,650	318,000	24,629			773,900	455,900				773,900		136,188	136,188	623,900		136,188				
2026 - 2027	164,929,637	196,950	1.19415	97,950	329,000				623,900	294,900				623,900		136,188	136,188	616,500		136,188				
2027 - 2028	166,578,933	201,550	1.20994	90,250	324,700				616,500	291,800				616,500		136,188	136,188	618,950		136,188				
2028 - 2029	168,244,722	200,850	1.19380	92,700	325,400				618,950	293,550				618,950		136,188	136,188	416,000		136,188				
2029 - 2030	169,927,169				416,000				416,000					416,000		136,188	136,188	414,700		136,188				
2030 - 2031	171,626,441				414,700				414,700					414,700		136,188	136,188	418,300		136,188				
2031 - 2032	173,342,706				418,300				418,300					418,300		136,188	136,188	416,700		136,188				
2032 - 2033	175,076,133				416,700				416,700					416,700		136,188	136,188	415,000		136,188				
2033 - 2034	176,826,894				415,000				415,000					415,000		136,188	136,188	418,200		136,188				
2034 - 2035	178,595,163				418,200				418,200					418,200		136,188	136,188	416,200		136,188				
2035 - 2036	180,381,114				419,100				419,100					419,100		136,188	136,188	419,100		136,188				
2036 - 2037	182,184,926				416,800				416,800					416,800		136,188	136,188	416,800		136,188				
2037 - 2038	184,006,775				419,400				419,400					419,400		136,188	136,188	419,400		136,188				
2038 - 2039	185,846,843				416,800				416,800					416,800		136,188	136,188	416,800		136,188				
2039 - 2040	187,705,311				419,100				419,100					419,100		136,188	136,188	419,100		136,188				
2040 - 2041	189,582,364				416,200				416,200					416,200		136,188	136,188	416,200		136,188				
2041 - 2042	191,478,188				418,200				418,200					418,200		136,188	136,188	418,200		136,188				
2042 - 2043	193,392,970				418,200				418,200					418,200		136,188	136,188	418,200		136,188				
2043 - 2044	195,326,899				418,200				418,200					418,200		136,188	136,188	418,200		136,188				
										7,550,988											7,550,988			

**EXHIBIT 3**

**City of Monticello, Iowa**  
Projection of TIF - Original City TIF

Incremental Districts #53213

0.00% Valuation Growth

FY 20-21 Tax Rates	
Jones Co.	5.96867
City of Monticello	11.32769
Monticello CSD	9.54004
Kirkwood CC	1.00726
Other	0.56503
<b>Total</b>	<b>\$28.40869</b>

Fiscal Year	Gross TIF Valuation	City TIF Tax Rate	City TIF Revenue	OO Debt Payable from TIF						Proposed Service 2022	Interest/Losses	Other Adjustments	TIF Debt Subtotal	Other Projects	Annual Surplus/ (Deficit)	Ending Balance
				Rebate	Series 2008B	Series 2011	Series 2014	Series 2016	Series 2019							
FY 14-15	21,697,851	\$32.66144	708,683	(138,630)	(382,970)	(81,086)	(65,589)				(15,168)	(683,443)		25,240	238,746	
FY 15-16	21,549,987	\$32.55315	697,210	(160,185)	(386,630)	(80,245)	(67,860)				(48,291)	(743,211)		(46,001)	192,745	
FY 16-17	21,698,042	\$31.59576	685,566	(154,145)	(366,660)	(80,135)	(66,660)	(364,690)			18,708	(646,922)		38,644	231,389	
FY 17-18	22,186,521	\$30.41673	674,841	(152,717)	(371,665)	(83,785)	(65,460)	(371,665)			7,676	(665,931)		8,890	240,279	
FY 18-19	24,164,333	\$29.19901	705,575	(174,778)	(378,563)	(82,105)	(64,260)	(378,563)			24,618	(675,088)		30,487	270,776	
FY 19-20	8,206,417	\$27.97561	229,580	(142,983)	(68,060)				(222,000)			(433,043)		(203,464)	67,302	
FY 20-21	21,625,980	\$28.40869	614,366	(140,046)	(66,598)				(219,750)			(426,393)		187,973	255,275	
FY 21-22	25,550,662	\$28.40869	725,861	(92,153)					(219,350)			(311,503)		414,358	669,633	
FY 22-23	20,000,000	\$28.40869	568,174	(73,705)					(223,800)			(335,318)		232,856	902,489	
FY 23-24	20,000,000	\$28.40869	568,174	(69,950)					(222,950)			(473,775)		94,399	996,888	
FY 24-25	20,000,000	\$28.40869	568,174	(68,215)					(226,950)			(489,665)		78,508	1,075,396	
FY 25-26	12,862,817	\$28.40869	365,416	(42,225)					(100,650)			(460,875)		(95,459)	979,937	
FY 26-27	12,862,817	\$28.40869	365,416	(42,225)					(97,950)			(469,175)		(103,759)	876,178	
FY 27-28	12,862,817	\$28.40869	365,416	(42,225)					(90,250)			(457,175)		(91,759)	784,418	
FY 28-29	12,862,817	\$28.40869	365,416	(42,225)					(92,700)			(419,814)		(84,398)	730,020	
FY 29-30	12,862,817	\$28.40869	365,416	(1,714)					(416,000)			(417,714)		(52,298)	677,722	
FY 30-31	12,862,817	\$28.40869	365,416	(1,714)					(414,700)			(416,414)		(50,998)	626,724	
FY 31-32	12,862,817	\$28.40869	365,416	(1,714)					(418,300)			(420,014)		(54,598)	572,126	
FY 32-33	12,862,817	\$28.40869	365,416	(1,714)					(416,700)			(416,700)		(51,284)	520,842	
FY 32-34	12,862,817	\$28.40869	365,416						(415,000)			(415,000)		(49,584)	471,258	
FY 32-35	12,862,817	\$28.40869	365,416						(418,200)			(418,200)		(52,784)	418,474	
FY 32-36	12,862,817	\$28.40869	365,416						(416,200)			(416,200)		(50,784)	367,690	
FY 32-37	12,862,817	\$28.40869	365,416						(419,100)			(419,100)		(53,684)	314,005	
FY 32-38	12,862,817	\$28.40869	365,416						(416,800)			(416,800)		(51,384)	262,621	
FY 32-39	12,862,817	\$28.40869	365,416						(419,400)			(419,400)		(53,984)	208,637	
FY 32-40	12,862,817	\$28.40869	365,416						(416,800)			(416,800)		(51,384)	157,253	
FY 32-41	12,862,817	\$28.40869	365,416						(419,100)			(419,100)		(53,684)	103,568	
FY 32-42	12,862,817	\$28.40869	365,416						(416,200)			(416,200)		(50,784)	52,784	
FY 32-43	12,862,817	\$28.40869	365,416						(418,200)			(418,200)		(52,784)	0	
FY 32-44		\$28.40869													0	
									(7,550,988)							

\* Includes Ag Land Increment Revenue  
 1) Frozen base year for TIF is 1991 - the district was scheduled to expire Dec. 31, 2019 but the expiration date was removed with the 2007 Amendment to the Urban Renewal Plan.

**City of Monticello, Iowa**  
Proposed GO SRF Loan, Series 2022

**EXHIBIT 4**

<b>SOURCES &amp; USES</b>	
<b>SOURCES</b>	
Par Amount of Bonds	6,050,000.00
Accrued Interest	
Other Monies	
<b>Total Sources</b>	<b>6,050,000.00</b>
<b>USES</b>	
Deposit to Construction Account	6,000,000.00
Deposit to Reserve Account	
Capitalized Interest Account	0.00
Municipal Bond Insurance	
Underwriters' Discount (\$5.00 per bond)	30,250.00
Costs of Issuance	15,000.00
Accrued Interest	
Rounding Amount	4,750.00
<b>Total Uses</b>	<b>6,050,000.00</b>
<b>ASSUMPTIONS</b>	
Dated Date	9/1/2022
Delivery Date	9/1/2022
First Interest Date	12/1/2022
First Principal Date	6/1/2024
Last Principal Date	6/1/2043
<b>Yield Calculations:</b>	
Arbitrage Yield	2.00011%
TIC	2.04505%
AIC	2.06744%
Average Life	12.97 Years

<b>DEBT SERVICE SCHEDULE</b>					
Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
12/1/2022			7,563	7,563	
0.75 6/1/2023			30,250	30,250	37,813
12/1/2023			45,375	45,375	
1.75 6/1/2024	75,000	2.000%	60,500	135,500	180,875
12/1/2024			59,750	59,750	
2.75 6/1/2025	75,000	2.000%	59,750	134,750	194,500
12/1/2025			59,000	59,000	
3.75 6/1/2026	200,000	2.000%	59,000	259,000	318,000
12/1/2026			57,000	57,000	
4.75 6/1/2027	215,000	2.000%	57,000	272,000	329,000
12/1/2027			54,850	54,850	
5.75 6/1/2028	215,000	2.000%	54,850	269,850	324,700
12/1/2028			52,700	52,700	
6.75 6/1/2029	220,000	2.000%	52,700	272,700	325,400
12/1/2029			50,500	50,500	
7.75 6/1/2030	315,000	2.000%	50,500	365,500	416,000
12/1/2030			47,350	47,350	
8.75 6/1/2031	320,000	2.000%	47,350	367,350	414,700
12/1/2031			44,150	44,150	
9.75 6/1/2032	330,000	2.000%	44,150	374,150	418,300
12/1/2032			40,850	40,850	
10.75 6/1/2033	335,000	2.000%	40,850	375,850	416,700
12/1/2033			37,500	37,500	
11.75 6/1/2034	340,000	2.000%	37,500	377,500	415,000
12/1/2034			34,100	34,100	
12.75 6/1/2035	350,000	2.000%	34,100	384,100	418,200
12/1/2035			30,600	30,600	
13.75 6/1/2036	355,000	2.000%	30,600	385,600	416,200
12/1/2036			27,050	27,050	
14.75 6/1/2037	365,000	2.000%	27,050	392,050	419,100
12/1/2037			23,400	23,400	
15.75 6/1/2038	370,000	2.000%	23,400	393,400	416,800
12/1/2038			19,700	19,700	
16.75 6/1/2039	380,000	2.000%	19,700	399,700	419,400
12/1/2039			15,900	15,900	
17.75 6/1/2040	385,000	2.000%	15,900	400,900	416,800
12/1/2040			12,050	12,050	
18.75 6/1/2041	395,000	2.000%	12,050	407,050	419,100
12/1/2041			8,100	8,100	
19.75 6/1/2042	400,000	2.000%	8,100	408,100	416,200
12/1/2042			4,100	4,100	
20.75 6/1/2043	410,000	2.000%	4,100	414,100	418,200
			<b>6,050,000</b>	<b>1,500,988</b>	<b>7,550,988</b>
Scale : 20 year SRF Rate 2.00%					



# IV. Other Observations & Considerations



## Observations & Considerations

- All Options will require Sewer rates to be reviewed annually to ensure that the budget being adopted meets the bond covenant requirements.
- Option 1 – 100% Sewer Fund
  - Has no financial impact to any other fund other than the Sewer Fund.
  - Rate increases to the sewer users would be notable.
  - City can decide on how much is a fixed cost vs a variable cost.
- Option 2 – Multiple Loans & Payment Sources
  - Helps to moderate the impact to sewer customers.
  - Uses \$6.0M of the City General Obligation debt capacity
  - Impact to City's general fund is balanced by the City's current use of TIF and expiring agreements and other debts.
- City should consider separating the Sewer rates from the Water rates and have an ordinance for each utility.
  - Current Sewer rates are set at 150% of water rates.
- City currently levy's about \$2.50 for debt service. We have not used this funding sources as part of the plan of finance but could be considered if other debt is not planned to be issued.



## Financial Metric Considerations

	<u>Current</u>	<u>Option 1</u>	<u>Option 2</u>
<b>Sewer Impact</b>			
First 1,000 Gallons (Minimum)	\$9.26	\$18.98	\$12.96
Rate per 1,000 (1,001 to 10,000)	\$6.00	\$12.30	\$8.40
Rate per 1,000 (over 10,000)	\$6.20	\$12.71	\$8.68
Flat - Monthly Equipment Fee	\$0.50	\$0.50	\$0.50
Average Monthly Bill (4,000)	\$33.26	\$68.18	\$46.56
Projected increase (monthly)		\$34.92	\$13.30
Revenue Debt Service Paid by Sewer	\$0	\$759,000	\$390,000
Percentage of Water	150%	308%	210%
<b>TIF Impact &amp; General Fund</b>			
Increment Required			\$12,862,817
TIF Tax Rate Assumption			\$28.41
TIF Revenues Generated			\$365,416
City Levy (Excluding Debt Service)			\$11.33
General Fund Revenues Forgone			\$145,706
Difference in Revenues			\$219,710

City Council Meeting  
 Prep. Date: 2/09/2021  
 Preparer: Sally Hinrichsen



Agenda Item: # 2+3  
 Agenda Date: 02/15/2021

*Communication Page*

**Agenda Items Description:** Public Hearing for the Purpose of Considering the Maximum Tax Dollars to be collected by the City from Certain Levies for the City's Proposed Fiscal Year 2021-2022 Budget Resolution Approving FY 2022 Maximum Property Tax Dollars

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

**Attachments & Enclosures:**

Proposed Resolution
Max Levy Notice

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Council previously scheduled a public hearing for tonight's meeting to consider the Maximum Tax Dollars to be collected for the FY '22 Budget as required by new law passed in the last legislative session. After the Public Hearing the Council will consider passage of the proposed Resolution.

**Background Information:** The new law requires a Public Hearing after informing the public of the proposed tax collections for the coming FY from the General Fund levy and Employee Benefit levy. If the increase exceeds 2% the Resolution following the Public Hearing must be approved by a 2/3 vote. (As the Monticello City Council is made up of six (6) Councilpersons, a majority and 2/3 vote is one and the same, 4 members either way.)

The proposed tax collections for the General Fund Levy (\$8.10 per \$1,000 of taxable valuation) and Employee Benefits Fund Levy (\$3.36941 per \$1,000 of taxable valuation) totals \$1,506,785, which is 1.35% more than last year's total of \$1,486,590. For that reason, the Council does not need to pass this Resolution by a 2/3rds vote which, as noted earlier, is inapplicable to Monticello based upon the number of Councilpersons

**Staff Recommendation:** I recommend that the Mayor open the Public Hearing, close the Public Hearing and that the Council thereafter approve the proposed Resolution.

# The City of Monticello, Iowa

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

## RESOLUTION #

Approval of FY 2022 Maximum Property Tax Dollars

WHEREAS, the City Council of the City of Monticello have considered the proposed FY 2022 city maximum property tax dollars for the affected levy total, and

WHEREAS, a notice concerning the proposed city maximum property tax dollars was published as required and posted on city web site and/or social media accounts if applicable,

WHEREAS, a public hearing concerning the proposed city maximum property tax dollars was held on February 15, 2021,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Monticello that the maximum property tax dollars for the affected tax levies for FY 2022 shall not exceed the following total:

Total maximum levy for affected property tax levies - \$1,506,785

The Maximum Property Tax dollars requested in the total maximum levy for affected property tax levies for FY 2022 does not represent an increase of greater than 102% from the Maximum Property Tax dollars requested for FY 2021.

Roll Call Vote:

Candy Langerman	_____	-	_____	YEA	_____	NAY
Chris Lux	_____	-	_____	YEA	_____	NAY
Dave Goedken	_____	-	_____	YEA	_____	NAY
Brenda Hanken	_____	-	_____	YEA	_____	NAY
Scott Brighton	_____	-	_____	YEA	_____	NAY
Tom Yeoman	_____	-	_____	YEA	_____	NAY

**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 15<sup>th</sup> day of February, 2021.

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

Attest:

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



**NOTICE OF PUBLIC HEARING - CITY OF MONTICELLO - PROPOSED PROPERTY TAX LEVY**  
**Fiscal Year July 1, 2021 - June 30, 2022**

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

**Meeting Date:** 2/15/2021 **Meeting Time:** 06:00 PM **Meeting Location:** 220 E 1st Street, Monticello, Iowa

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)  
[www.ci.monticello.ia.us](http://www.ci.monticello.ia.us)

City Telephone Number  
 (319) 465-3577

	Current Year Certified Property Tax 2020 - 2021	Budget Year Effective Property Tax 2021 - 2022	Budget Year Proposed Maximum Property Tax 2021 - 2022	Annual % CHG
Regular Taxable Valuation	131,235,088	131,374,228	131,374,228	
Tax Levies:				
Regular General	1,063,004	1,063,004	1,064,131	
Contract for Use of Bridge	0	0	0	
Opr & Maint Publicly Owned Transit	0	0	0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	0	0	0	
Opr & Maint of City-Owned Civic Center	0	0	0	
Planning a Sanitary Disposal Project	0	0	0	
Liability, Property & Self-Insurance Costs	0	0	0	
Support of Local Emer. Mgmt. Commission	0	0	0	
Emergency	0	0	0	
Police & Fire Retirement	0	0	0	
FICA & IPERS	223,898	223,898	208,500	
Other Employee Benefits	199,688	199,688	234,154	
<b>Total Tax Levy</b>	<b>1,486,590</b>	<b>1,486,590</b>	<b>1,506,785</b>	<b>1.35</b>
<b>Tax Rate</b>	<b>11.32769</b>	<b>11.31569</b>	<b>11.46941</b>	

**Explanation of significant increases in the budget:**  
 Projected increase in health insurance premiums, workers compensation premiums and pay raises

**If applicable, the above notice also available online at:**

City of Monticello website: [www.ci.monticello.ia.us](http://www.ci.monticello.ia.us) and the City of Monticello Facebook Page: City of Monticello Iowa

\*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy.

\*\*Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

**City Council Meeting**  
**Prep. Date:** 2/10/2021  
**Preparer:** Sally Hinrichsen



**Agenda Item:** # 4  
**Agenda Date:** 02/15/2021

*Communication Page*

**Agenda Items Description:** Resolution Approving engagement letter with Dorsey & Whitney LLP related to role as bond counsel for SRF Sanitary Sewer System financing

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

**Attachments & Enclosures:**

Proposed Resolution
Engagement letter

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** City works with Bond Counsel when bonding. The City will be bonding for the sewer plant at some point in the relative near future. Dorsey & Whitney LLP work with the City and provide the required legal proceedings necessary to enable the City to authorize the Planning & Design loan.

**Background Information:** The City of Monticello previously approved of submission of the State of Iowa Revolving Loan Fund (SRF) application for the Sewer Plant upgrade project.

The SRF funds loan can be used for costs incurred during the planning and design stage of the Sewer Plant upgrade project. As these funds are from a federal program, actual construction cannot begin on the project until an appropriate environmental assessment has been conducted and approved by the Iowa Department of Natural Resources.

The City was notified on January 11, 2021, that the State Revolving Fund has been approved the Planning and Design application in the amount not to exceed \$595,000 for sewer system improvements. The City will be added to the State Revolving Loan Intended Use Plan project list for approval on March 16, 2021. Once approved, the City can request reimbursement of costs incurred for the planning and design of the Sewer Plant upgrade project on or about March 19, 2021.

Prior to receiving reimbursement for disbursements, City is required to adopt and approve certain legal proceedings. Dorsey & Whitney will coordinate activity and legal proceedings necessary to enable the City to authorize the Planning & Design Loan, by preparing appropriate resolutions, notices, agreements and certificates as required by state law.

**Staff Recommendation:** I recommend that the proposed resolution approving engagement letter with Dorsey & Whitney, thus authorizing Mayor and City Clerk to sign said letter.

# The City of Monticello, Iowa

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

RESOLUTION #

**Resolution** approving engagement letter with Dorsey &  
Whitney LLP related to role as bond counsel for SRF  
Sanitary Sewer System Improvement financing

**WHEREAS**, The City of Monticello is desirous of contracting with Dorsey & Whitney LLP to assist the City with the bond counsel related to SRF Sanitary Sewer System for the planned new Sewer Plant project, and

**WHEREAS**, Dorsey & Whitney LLP has proposed an Engagement Letter that sets out various terms and provisions related to the services they will provide and proposed fees to assist the City with regard to the bond counsel related to SRF Sanitary Sewer System for the planned new Sewer Plant project, and

**WHEREAS**, The City Council finds that engaging with Dorsey & Whitney LLP consistent with the terms of the engagement letter is in the best interests of the City, that the bond counsel related to SRF Sanitary Sewer System for the planned new Sewer Plant project, which is not only a large, but very important undertaking, and, therefore, execution of the proposed Engagement Letter should be approved.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Monticello, Iowa does hereby approve of the proposed Engagement Letter and authorizes City Staff to work with Dorsey & Whitney LLP moving forward, consistent with the terms of the engagement letter and of this Resolution.

**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 15<sup>th</sup> day of February, 2021.

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Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, Monticello City Clerk

February 9, 2021

**VIA E-MAIL**

Sally Hinrichsen  
City Administrator/City Hall  
Monticello, Iowa

Re: Monticello, Iowa  
2021-2023 SRF Sewer Revenue Loan

Dear Sally:

The purpose of this letter is to explain our role as bond counsel for the City of Monticello's (the "City") proposed SRF Sanitary Sewer System Improvement Project (the "Project") to be financed through the State Revolving Fund loan program. It is our understanding that the City will enter into a Planning and Design Loan (the "P&D Loan") to cover engineering expenses while the Project is designed in the approximate principal amount of \$595,000. Subsequently, the City will let the contract (the "Bid Letting") for the construction of the Project and enter into a long term loan (the "Bond Issue") in order to finance construction of the Project. This engagement letter will only address fees for legal work related to the P&D Loan.

As bond counsel, it will be our responsibility to coordinate activity and legal proceedings necessary to enable the City to authorize the P&D Loan. To accomplish this, we will prepare appropriate resolutions, notices, agreements and certificates; consult with the City's financial advisor; and undertake such additional duties as required by state law and the circumstances. At closing of the P&D Loan, if the conditions are right, we will provide a written legal opinion that the P&D Loan is a valid and binding obligation of the City.

In performing our services as bond counsel, our sole client will be the City of Monticello. We will not represent any other party in this financing, and it is mutually understood that the services to be provided by us as described herein are solely for the benefit of the City.

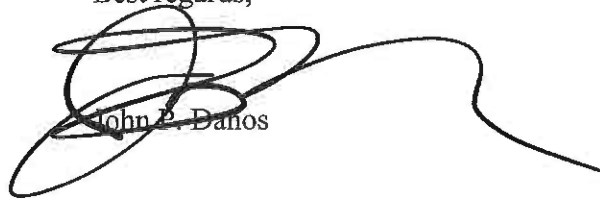
Based upon (i) our current understanding of the terms, structure, size and schedule of the Project and its financing; (ii) the duties we will undertake; (iii) the time we anticipate devoting to the representation; and (iv) the responsibilities we assume; we estimate that our fees and expenses related to the P&D Loan will be \$4,000. We will follow up with additional fees for the Bond Issue and any work we do with respect to the Bid Letting when more facts are known.

Page 2

After this arrangement is approved on behalf of the City, please have this letter executed in the space below, and either fax an executed copy of this letter to our office at (515) 283-1060 or scan and email an executed copy to [lemke.susan@dorsey.com](mailto:lemke.susan@dorsey.com). If you have questions, please call Emily Hammond or me.

We look forward to working with you. Thank you for the opportunity to serve the City.

Best regards,

  
John P. Danos

JPD/lb

I understand and agree to the arrangements stated above.

**CITY OF MONTICELLO, IOWA**

BY: \_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

Date: \_\_\_\_\_

<b>City Council Meeting</b> <b>Prep. Date:</b> 2/10/2021 <b>Preparer:</b> Sally Hinrichsen		<b>Agenda Item: #</b> 5 <b>Agenda Date:</b> 02/15/2021
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*Communication Page*

**Agenda Items Description:** Resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$595,0000

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

**Synopsis:** Prior to borrowing money the City Council must schedule and hold a public hearing; this resolution set a Public Hearing on the proposed new debt

**Background Information:** The City will need to borrow funds for the planning & design phase of the Sewer Plant upgrade project in the projected amount of \$595,000. Council previously approved the submission of the State of Iowa Revolving Loan Fund (SRF) application for the Sewer Plant upgrade project.

The City was notified on January 11, 2021, that the State Revolving Fund has been approved the Planning and Design application in the amount not to exceed \$595,000 for sewer system improvements planning & design. The City will be added to the State Revolving Loan Intended Use Plan project list for approval on March 16, 2021. Once approved, the City can request reimbursement of costs incurred for the planning and design of the Sewer Plant upgrade project on or about March 19, 2021.

Prior to receiving reimbursement for disbursements, City is required to hold a public hearing on the proposed new debt. Dorsey & Whitney will coordinate activity and legal proceedings necessary to enable the City to authorize the Planning & Design Loan, as required by state law.

**Staff Recommendation:** I recommend that the Council approve the proposed Resolution setting a Public Hearing on the proposal to enter into a State of Iowa Revolving Loan Fund (SRF) agreement and loan not to exceed \$595,000 for March 1, 2021 at 6:00 p.m.

MINUTES TO SET DATE FOR HEARING  
ON ENTERING INTO A LOAN AND  
DISBURSEMENT AGREEMENT

435926-33

Monticello, Iowa

February 15, 2021

The City Council of the City of Monticello, Iowa, met on February 15, 2021, at 6:00 o'clock p.m., at the Monticello Renaissance Center, 220 East First Street, in the City.

Due to federal and state government recommendations in response to COVID-19 pandemic conditions, alternative access to the meeting was provided electronically via Zoom, which was accessible at the following:

**[Insert electronic access information]**

Electronic access information was included in the posted agenda of this public meeting.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member \_\_\_\_\_; and after due consideration thereof by the Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION NO. \_\_\_\_\_

Resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$595,0000.

WHEREAS, the City of Monticello (the "City"), in Jones County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the "Utility") in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the "Council") and no board of trustees exists for this purpose; and

WHEREAS, the City now proposes to enter into a Sewer Revenue Loan and Disbursement Agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$595,0000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Utility (the "Project"), and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Agreement and to give notice thereof as required by such law;

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

Section 1. This City Council shall meet on March 1, 2021, at the Monticello Renaissance Center, 220 East First Street, in the City, at 6:00 o'clock p.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held, by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:



NOTICE OF PROPOSED ACTION TO INSTITUTE  
PROCEEDINGS TO ENTER INTO A LOAN AND DISBURSEMENT AGREEMENT  
IN A PRINCIPAL AMOUNT NOT TO EXCEED \$595,0000

(SEWER REVENUE)

The City Council of the City of Monticello, Iowa, will meet on March 1, 2021, at the Monticello Renaissance Center, 220 East First Street, in the City, at 6:00 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into a loan and disbursement agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$595,0000, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the City's Municipal Sanitary Sewer System.

Due to federal and state government recommendations in response to COVID-19 pandemic conditions, alternative access to the meeting will be provided electronically via Zoom, which will be accessible at the following:

**[Insert electronic access information]**

In addition to electronic access, written comments may be filed or made prior to the meeting and will be recorded in the minutes.

The Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation but, together with any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the Net Revenues of the Municipal Sanitary Sewer System of the City.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Agreement. After receiving objections, the City may determine to enter into the Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Monticello, Iowa.

Sally Hinrichsen  
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the "Regulations") of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$595,0000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the "Bonds"), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved this March 1, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

••••

On motion and vote, the meeting adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF JONES  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for hearing on the City Council's proposal to take action in connection with a Sewer Revenue Loan and Disbursement Agreement.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Clerk

**ORGANIZATION AND ESTABLISHMENT CERTIFICATE:**

STATE OF IOWA  
COUNTY OF JONES  
CITY OF MONTICELLO

SS:

I, the undersigned City Clerk, do hereby certify that the aforementioned City is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that such City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

- Brian Wolken \_\_\_\_\_, Mayor
- Sally Hinrichsen \_\_\_\_\_, City Clerk
- Sally Hinrichsen \_\_\_\_\_, City Treasurer
- Dave Goedken \_\_\_\_\_, Council Member/Mayor Pro Tem
- Scott Brighton \_\_\_\_\_, Council Member
- Candy Langerman \_\_\_\_\_, Council Member
- Chris Lux \_\_\_\_\_, Council Member
- Brenda Hanken \_\_\_\_\_, Council Member
- Tom Yeoman \_\_\_\_\_, Council Member

I further certify that the City established the Municipal Sanitary Sewer System (the "Utility") and that the Utility has been in continuous operation by the City since its establishment as aforesaid in supplying sanitary sewer service to the City and its inhabitants.

I further certify that the management and control of the Utility are vested in the City Council of the City, and that no board of trustees exists which has any part of the control and management of such Utility.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Clerk

**OUTSTANDING DEBT CERTIFICATE:**

STATE OF IOWA  
COUNTY OF JONES  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa (the "City"), do hereby certify that the City has no bonds or other obligations of any kind now outstanding which are secured by and payable from the revenues derived from the operation of the Municipal Sanitary Sewer System (the "Utility") except as follows:

Date	Type	Principal Amount Outstanding	Maturity
NONE			

**(Attach here a separate sheet listing any outstanding obligations of the City secured by and payable from the revenues of the Utility excluding the proposed issue)**

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Clerk

**PUBLICATION CERTIFICATE:**

**(PLEASE NOTE: Please 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

SS:

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that pursuant to the resolution of its City Council fixing a date of meeting at which it is proposed to take action to enter into a loan and disbursement agreement, 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 \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Clerk

**(Attach here the publisher's original affidavit with clipping of the notice, as published.)**

**City Council Meeting**  
**Prep. Date:** 2/09/2021  
**Preparer:** Sally Hinrichsen



**Agenda Item: #** 6  
**Agenda Date:** 02/015/2021

*Communication Page*

**Agenda Items Description:** Resolution to approve standard Residential Tax Abatement related to property located at 503 Locust Court, Monticello

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

<b>Attachments &amp; Enclosures:</b>
Proposed Resolution

<b>Fiscal Impact:</b>	
Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Abatement Application filed by Steven and Darcy Kraus related to residential improvements constructed at 503 Locust Court, Monticello, Iowa

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

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

# The City of Monticello, Iowa

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

## RESOLUTION #

**Approving Steven and Darcy Kraus Tax Abatement Application related  
to Residential Improvements constructed at 503 Locust Court, Monticello, Iowa.**

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

**WHEREAS,** Steven and Darcy Kraus have completed and filed an Application for Tax Abatement related to residential property located at 503 Locust Court 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 May 1, 2021, 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 Steven and Darcy Kraus as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of January 27, 2021 and being signed Steven Kraus 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 15<sup>th</sup> day of February, 2021.

---

Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, Monticello City Clerk



APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 1/27/2021

Prior Approval for  
Intended Improvements

Approval of Improvements  
Completed

Address of Property: 503 Locust Ct. Monticello, Ia. 52310

Legal Description: Parcel 2017-90 located in the S 1/2 NW 1/4 of  
Section 17, Township 86, North, Range 3, West of 5<sup>th</sup> P.M., Monticello, Ia.

Title Holder or Contract Buyer Steven & Nancy Kraus

Address of Owner (if different than above): 13186 195<sup>th</sup> St. Monticello, Ia. 52310

Phone Number (to be reached during the day): 319-480-5427

Existing Property Use:  Residential  Commercial  Industrial  Vacant

Proposed Property Use:  Residential  Commercial  Industrial

Nature of Improvements:  New Construction  Addition  General Improvements

Specify We live at 13186 195<sup>th</sup> St, Monticello but will be  
living at 503 Locust Ct. when construction is complete in  
April.

Estimated or Actual Date of Completion: May 1, 2021

Estimated or Actual Cost of Improvements: Estimated Cost of new home around  
\$280,000.00

Tax Exemption Schedule is attached.

Signed: Shirley P. Kraus

Basement is not finished.

<b>City Council Meeting</b> <b>Prep. Date:</b> 2/09/2021 <b>Preparer:</b> Sally Hinrichsen		<b>Agenda Item: # 7</b> <b>Agenda Date:</b> 02/015/2021
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*Communication Page*

**Agenda Items Description:** Resolution scheduling Public Hearing on the City of Monticello 2021/2022 Fiscal Year budget

**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:** Scheduling Public Hearing on FY '22 Budget approval for March 15, 2021

**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 '22 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 #

**Scheduling Public Hearing on the City of Monticello 2021/2022 Fiscal  
Year budget for March 15, 2021 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, 2021, 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 3<sup>rd</sup> day of March, 2021, scheduling Public Hearing for the 15<sup>th</sup> day of March 2021 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 2021/2022 budget for the 15<sup>th</sup> day of March 2021 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 15<sup>th</sup> day of February, 2021.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, City Clerk

City Council Meeting  
 Prep. Date: 2/09/2021  
 Preparer: Sally Hinrichsen



Agenda Item: # 8  
 Agenda Date: 02/15/2021

*Communication Page*

**Agenda Items Description:** Ordinance amending the Code of Ordinances of The City of Monticello, Iowa, By Amending provisions pertaining to Section 22.02 "Library Board of Trustees"

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

**Attachments & Enclosures:**

Draft Ordinance

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Proposal by Library Board of Trustees to increase the number of members allowed to live outside the City limits up to two, as decided at their February Board meeting.

**Background Information:** Board currently has seven members with up to one being allowed to live outside the City limits. The Board has looked into and recommends increasing the number of members allowed to live outside the City limits to two.

In addition, to also remove the requirement of the Jones County Board of Supervisors approval of the member(s) that live outside the City limits. Library Director Michelle Turnis took last member from outside City limits to the County and was advised that there was no need for them to approve the appointment. So all members would be appointed by the Mayor with the approval of the Council.

The Library Board and staff both support these changes. This change requires approval of three readings on an Ordinance.

**Recommendation:** I recommend that the Council introduce and consider the 1<sup>st</sup> reading of the proposed Ordinance.

ORDINANCE NO.

**An Ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by amending provisions pertaining to "Library Board of Trustees".**

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

**SECTION 1. SECTION MODIFIED.** Section 22.02 of the Code of Ordinances of the City of Monticello, Iowa, is repealed and the following adopted in lieu thereof:

22.02 LIBRARY TRUSTEES. The Board of Trustees of the Library, hereinafter referred to as the Board, shall consist of seven members. Of this membership, no more than two members may be nonresidents of the City. All members are to be appointed by the Mayor with the approval of the Council.

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

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

Passed by the Council the \_\_\_\_ day of \_\_\_\_\_, 2021, and approved this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

Attest:

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

1<sup>st</sup> reading passed by the Council on this \_\_\_\_ day of \_\_\_\_\_, 2021

2<sup>nd</sup> reading passed by the Council on this \_\_\_\_ day of \_\_\_\_\_, 2021

3<sup>rd</sup> reading passed by the Council on this \_\_\_\_ day of \_\_\_\_\_, 2021

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_ was published in the Monticello Express on the \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**Ross and Elizabeth Baty Monticello Public Library  
Board Meeting Minutes – January 12, 2021**

**Board Members in Attendance:** President Kim Brooks, Elizabeth Douglas, Joey Ellison, Lisa Stevens, Ellen Strittmatter, Don Tapken

**Also in Attendance:** Library Director Michelle Turnis, Library Liaison Candy Langerman

**Call to Order**

**Pledge of Allegiance**

**Approval of Agenda:** Moved by Elizabeth; seconded by Joey; unanimously approved

**Approval of Minutes:** Moved by Elizabeth; seconded by Joey; unanimously approved

**Approval of Bills & Expenditures:** Moved by Ellen; seconded by Lisa; unanimously approved

**Public Comment:** None

**Director's Report:** Director Michelle reported that before Competitive Apparel can tint the library windows, it needs an image. President Kim will ask the Graphics Department at the Express to design an image. Following the recent snow, the leak in the ceiling near the meeting room has reappeared. It has been investigated but will have to be viewed after the next snow to determine the cause. Due to increased participation, the Mobile Food Pantry will move to the Berndes Center for the months of January, February, and March.

**Unfinished Business**

**-StoryWalk:** Several people have responded favorably to the survey at the end of the StoryWalk.

**-Library Operations regarding COVID:** Current Library Winter Hours are satisfactory. The Board discussed in-person vs. ZOOM meetings. Activity Bags to take home continue to be popular.

**New Business**

**-Budget:** In discussing the upcoming Library Budget, President Michelle will provide the City Council with 2019 and 2020 comparisons of Library programs, attendees, visitors, and checkouts. She will also include information of added heating/cooling system and ceiling/roof leaks expenses.

**-Policies:** a) Lisa moved, Joey seconded, and the Board unanimously approved to study changing the Trustee Bylaw Policy regarding one trustee to come from the city or the county.

b) Elizabeth moved, Joey seconded, and the Board unanimously approved the Request for Reconsideration Policy.

**Upcoming Agenda:** Window Tint, Library Operation regarding COVID, Trustee Bylaw Policy

**Upcoming Meeting:** February 9

**Adjournment:** Moved by Elizabeth and seconded by Don; unanimously approved

**City Council Meeting**  
**Prep. Date:** 2/9/2021  
**Preparer:** Sally Hinrichsen



**Agenda Item: #**  
**Agenda Date:** 02/15/2021

*Communication Page*

**Agenda Items Description:** Reports

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Reports / Potential Action:**

1. Mayor
2. City Clerk
  - a. Onslow Fire Department
3. Public Works Director
4. Police Chief
5. Park and Recreation
6. Water/Wastewater Supervisor
7. Library Director
8. City Engineer



*2020 Annual Report*



## ***A Year to Remember***

The members of the Monticello Police Department continue to focus on exemplary service and professional growth during 2020 by holding true to our Mission, Values, and Vision statements that we use to guide us in our everyday service to the community. While 2020 brought many challenges to our department, to our community and to our nation, we have risen to the challenges, continued our mission, and became stronger together.

Due to the pandemic, through the months of March through July, we adjusted and prepared for this new “normal” not knowing how and when our operations would be truly impacted. As you will see within this report during these time frames our call volumes decreased not only through our self-initiated activity while we attempted to limit unnecessary contact to minimize exposure and spread of the virus, but our response to our traditional public assistance calls as many activities and events were postponed, or even cancelled. The lull in activity was only temporary and despite the uncertainty people began to get anxious and attempt to resume a normal life after months of being locked down.

After July, our activity began to resume to the new “normal” with many of our regular criminal activity returning. The domestics from people being couped up, the burglary and theft activity feeding unlawful habits, and the various public assistance calls began to increase. Unfortunately, our geographic area had yet to see the real surge in Covid-19 infection and as people began to resume regular activity our infection rates within Jones County began to drastically increase. The struggle became maintaining healthy staff so that our continuity of operations was not impacted. We implemented new policies and procedures as well as obtaining and maintaining appropriate personal protective equipment for our staff to allow them to be safe while responding to the increasing COVID-19 positive calls for service. While we had some staff members test positive, or forced to quarantine due to exposures, our staff did an excellent job of pulling together to ensure all shifts and activity were covered and handled.

As I mentioned before, this year forced us to find new ways to stay safe, yet maintain a productive department that was able to safely respond to calls for service, thwart illegal activity and bring justice to those that continue to violate the laws placing our citizens in danger or making them victims.

We thank you, the elected officials, for your support and by providing us with the tools necessary for success.



Britt D. Smith  
Chief of Police

*The 2020 Monticello Police Department Annual Report provides statistical information for the activity of the department for the last calendar year, but also it provides information about our department structure that as elected officials may assist in answering questions you may have about our operations.*

***Monticello Police Department MISSION, VALUES and VISION  
Statement***

The **Mission** of the Monticello Police Department is:

We, the men and women of the Monticello Police Department, are dedicated to improving the quality of life in our city by enhancing public safety through cooperative interaction with our community and with other public agencies.

The **Values** of the Monticello Police Department are:

We are COMMITTED to reducing fear by maintaining order and peace. We are RESPONSIBLE for protecting life and property, enforcing laws, and taking all appropriate measures to combat crime. We are ORGANIZED, staffed and trained to maximize effective and efficient public service to maintain a positive work environment.

The **Vision** Statement of the Monticello Police Department is:

We work to fulfill the mission of the Monticello Police Department in a manner that inspires the public's trust and confidence and protects the Constitutional rights of each citizen.

## ***Department Staff***

The department currently operates with a full-time staff of 7 officers and 1 administrative assistant. This includes the Chief of Police and School Resource Officer. The schedule is broken down into 6 shifts which include 2-day shift officers who work opposite schedules, 2-night shift officers that work opposite schedules and 1 Float/Overlap Shift Officer who covers vacancies within the 4 primary shifts, and additional coverage for special events or increased departmental activity. The Current staff scheduling is as follows:

Chief: 8:00am-5:00pm Monday – Friday Open Shift Fill-in Chief Britt Smith  
(These times are rarely accurate as this position requires many late nights, early mornings, unexpected events, critical incidents, and the occasional coverage of open shifts)  
Shift 1: 6:00am-6:00pm Sun., Mon., Tues., Alt. Sat.: Officer Brian Tate  
Shift 2: 6:00am-6:00pm Wed., Thurs., Fri., Alt. Sat.: Officer Zach Buehler  
Shift 3: 6:00pm-6:00am Sun., Mon., Tues., Alt. Sat.: Officer Jordan Koos  
Shift 4: 6:00pm-6:00am Wed., Thurs., Fri., Alt. Sat.: Officer Erik Honda  
Shift 5: 4pm-2:00am Weds., Thurs., Fri., Alt. Tues./Sat. Officer Peter Fleming  
SRO: 7:30am-3:30pm Monday – Friday School Year Officer Dawn Graver  
Administrative Assistant: 7:30am-4:30pm Monday-Friday Madonna Staner

## ***Uniform Changes***

Over the last few months of 2020 and into 2021 you will notice a slight uniform change for our police officers. Traditionally, officers have worn their ballistic vests under a uniform shirt along with a duty belt with all of our equipment attached to it. This is changing and we are transitioning to an outer worn vest carrier that not only provides ballistic protection but also allows the belt worn gear to be worn on the vest. This takes a great deal of strain off the back and hips giving the officers more mobility and less strain. Many national studies have been and are being conducted on the benefits of making this uniform change. Benefits include reduced back pain and chronic hip pain that is a common workers compensation claim. This vest still mirrors the appearance of the traditional uniform shirt with front pockets and center buttons. Half of the staff have been issued their new external carriers and are noticing the significant increase in comfort and mobility.



## Vehicle Fleet

Many times, the question is brought up, “how many vehicles does the Department have?” For some of you that have been involved on the Council for several years may be well versed, but for some, I will provide a brief refresher on our current fleet, the assignment and mileage. In mid may we reduced our fleet by sending the Chevrolet Silverado to the Parks and Rec Department, and our 2015 Ford Explorer to the Airport. This changeup allowed us to reduce our fleet and provide some updated vehicles to two other departments within the City. In exchange we purchased a new 2021 Ford Explorer Hybrid which will assist us in fuel savings.

**2017 Ford Explorer** This Serves as the primary night shift patrol vehicle and is in operation 12 hours per day and 7 days per week. This vehicle is operated by Officer Jordan Koos and Officer Erik Honda. This vehicle has approximately 73,571 miles

**2018 Ford Interceptor SUV** This serves as the primary day shift patrol vehicle and is in operation 12 hours per day 7 days per week. This vehicle is operated by Officer Brian Tate and Officer Zach Buehler. This vehicle has approximately 47,942 miles

**2021 Ford Interceptor SUV** This serves as the shared patrol vehicle for the Chief and the Overlap Officer. This vehicle is the new Hybrid model and will help increase our fuel efficiency.



2018 Ford Interceptor SUV with Standard Decal Package.



2021 Ford Interceptor SUV with new ghost lettering graphics. Vinyl lettering is black reflective so it is more inconspicuous but and is illuminated at night when lights are shining on it.

## School Resource Officer (SRO)

Being an officer in Monticello for 29 years has given me both a name and face recognition for



students and parents. I have taught the D.A.R.E. program for the last 13 years in the Monticello School District. This has provided the unique opportunity to spend significant time with students to get to know and develop a rapport. This makes me a familiar face and trusted person of authority with my current and former D.A.R.E. students. This creates a level of trust that other law enforcement officers are not afforded. This has been very beneficial and invaluable to diffuse situations that could otherwise end up in violence, criminal charges or dismissal from school. I have increasingly been utilized to deescalating situations between staff and students. This has made me a valuable asset to both the school and students. School staff can continue their focus on other students while my training, experience, and connection with the students allows me to peacefully resolve the situation.

My typical workday within the school is 7:30 a.m. to 3:30 p.m. Monday thru Friday. My primary responsibilities and duties are to provide immediate response to situations involving students of the Monticello School District. Such circumstances as student altercations with other students or school staff. Students being disruptive during the school day or students refusing to follow request or cooperated with school staff. Since I am in uniform students often don't view me as a school employee which allows me to function as an unbiased third party. This allows me to gain compliance with the students when other school staff may have difficulty.

With the addition of the middle school to the high school complex some school children are having to cross a busy state highway. Pedestrian traffic warning lights were added in front of the school complex to allow students to safely access the school grounds. Inattentive drivers are not always obeying the traffic devices putting young children at risk of being struck by vehicles. Each day before and after school I stand in the intersection and assist students in crossing the highly traveled highway. I provide presence at after school activities such as athletic events, academic events, and open houses. I also make myself available for any situation or event at the request of school administration. I monitor parking lots before and after school where buses/students arrive and depart. Provide protection from unwanted people. Increase school safety by responding to or investigating cases of assault or bullying. I investigate any criminal activity committed on school grounds by students or staff.



The COVID 19 Pandemic has not only had a major impact on society, but our school's students and staff. It has affected how and what we are doing in the education setting. Last spring the 19/20 school year was cut short at the end of March due to the COVID pandemic. When school returned in August, we were all faced with creating and adapting to a new normal. Students and staff were required to wear masks. We were required to social distance when possible. Changes in the length of time and why students or staff had to quarantine. Online learning was added as an option for students or parents that did not feel safe in sending their kids to a public learning setting. Wednesday became an online learning day for all students. The building is sanitized in an effort to further prevent the spread of COVID in our students and staff.



**Classes instructed:**

- D.A.R.E. (10-week curriculum)
- Bicycle safety
- Situational Awareness
- Internet Safety
- Stranger Danger
- Drug Free Me

**Events and Projects Participated In:**

- Shop with a cop
- Career Fair
- Kindergarten Round-up
- Various athletic events
- Questions and answer led by students on arming teachers for a student project
- Meet with the S.O.D.A. group monthly via zoom and accompanied them to the state capitol
- Health class on the effects and consequences of using drugs/alcohol/vaping
- Prepared an informational news article on vaping for the Monticello Express and the School Spirit.
- Monticello High School carnival led a beer goggle obstacle course for students demonstrating the 1<sup>st</sup> hand effects of impairment.
- Carpenter School Family Fun Night



**School Resource Activities:**

- Assisting in K-9 searches

- Handling difficult and defiant students
- School threats
- Handling difficult students when requested by school staff
- Truancy issues
- Hallway and lunchroom monitoring
- Vehicle unlocks
- Traffic control for students crossing state highway
- Ongoing issues and educating related to sexting and distribution of sexual photos
- Following up with identified students expressing suicidal or self-harm
- Assaults, fights and assaultive behavior
- Vaping citations
- Monitoring and following up with daily Securely Alerts whether on or off duty
- Monitoring School cameras
- Monitoring parking areas
- Conduct investigations and file charges on things such as damage to property, thefts and assaults.

**School related drills:**

- Active shooter drill
- Fire drills
- Tornado drills
- Lockdown drills
- Building Safety Committee

COVID has and will continue to affect the physical and mental wellbeing of our staff and students. This strain will continue for months or possibly years to come. Not all students are afforded structure and support in their lives away from school. The stresses of COVID have sometimes jeopardized that stability often found at school. The role of the School Resource Officer is now more important than ever. Social tension during an unprecedented pandemic gives me the opportunity to be accessible to all students and a positive role model, in a position of authority, that can affect change in a student's life. I will continue to adapt and evolve to meet the needs of student and staff during this most challenging time.

## ***Special Services***

Jones County Emergency Response Team (JCERT)

The Police Department continues to participate in the multi-jurisdictional tactical team that is comprised of officers from the Jones County Sheriff's Office, Anamosa Police Department, and the Cascade Police Department. Officer Jordan Koos and Officer Erik Honda take part in the additional training and serve as members of the team. During 2020, JCERT, was used on three occasions:

- |                                     |                   |              |
|-------------------------------------|-------------------|--------------|
| • September 10 <sup>th</sup> , 2020 | Search Warrant    | Anamosa      |
| • September 21 <sup>st</sup> , 2020 | Shots Fired       | Jones County |
| • December 3 <sup>rd</sup> , 2020   | Search and Rescue | Jones County |

The Police Department has a Prescription Take Back drop box located within the entry way of the Emergency Response Center that is available for citizens to drop off unwanted prescription or over the counter medications in lieu of disposal in the landfill or being accessible for theft and abuse. In 2020 the Department collected nearly 200 pounds of unwanted prescription medication.

## **Grants**

As always, the department works to utilize grant funding opportunities whenever we can. During the 2020 calendar year we applied for and were awarded several different grants.

In January, I applied for the Dubuque Racing Association Grant to provide funding assistance in the purchase of our new police radios for the officers and the patrol vehicles at a total of over \$4,000.00. Shortly after applying we were hit with Covid-19 and the grant program was put on hold. The grant was later opened back up in December for applicants to reapply. I reapplied again for assistance financially in the purchase of our new radios, but the application was denied.

In September, I prepared an application for the Theisen's "More for You" Community Grant for the purchase of radio equipment that will become necessary. We did receive an award, but less than requested for a total of \$500.00

In November, we again participated in the annual special Traffic Enforcement Program (sTEP) and received funding through their grant program to purchase a new LED speed display sign. This is our second speed display sign that will again be utilized by the department and placed in high complaint areas so that accurate speed data can be collected and utilized by the officers when conducting traffic enforcement ensuring that they are conducting traffic enforcement in the right areas at the right times.

## **Training**

All officers undergo yearly continuing education and training. The training requirements can put a significant strain on a department budget. Two years ago, the Department implemented on line in-service training through the Police Once Academy. As a way to streamline our annual police officer training requirements as well as offering additional training opportunities, I have implemented the program PoliceOne Academy which provides officers with the ability to participate in online training which ensures we have access to the necessary training we need, yet are continuing to develop our skills through the additional training opportunities offered



through this program. I have designated Officer Erik Honda to oversee the management of this program. Officer Honda assigns the monthly training assignments as part of our long-term training plans. With in-person training being limited due to Covid-19, this learning platform allowed our officers to continue to receive the necessary training.

These are topics the Officers received training on within the previous year:

- Annual Firearms Recertification
- Active Shooter: Recognition and Basic Response
- Defensive Tactics
- Robbery Investigations
- Arrest, Search and Seizure (4<sup>th</sup> Amendment Law)
- Evidence Collection, Control, and Storage
- Report Writing
- Communications
- Excited Delirium
- Controlling Situations
- Expecting the Unexpected
- De-Escalation and Minimizing Use of Force
- Recognizing and Responding to Domestic Violence
- Identity Theft
- Animal Control
- Commercial Motor Vehicle Safety

## ***Special Events***

In December 5<sup>th</sup>, officers participated in “Shop with a Cop” at Wal-Mart. “Shop with a Cop is a community event organized by the Jones County Family Council that pairs underprivileged children with a police officer from their respective school districts to complete holiday shopping for members of their family. The Jones County Family Council fundraises for this event so that each child is provided with \$100.00 to complete their holiday shopping list.





During the months of March through May, since the community was on lock down, birthday celebration drive bys became popular for many kids, and some adults, who couldn't have group birthday parties. The Police, Fire and Ambulance participated in several dozen of these drive bys to boost community moral.



## ***Use of Force***

While significant uses of force are rare, they still occur from time to time. With the disbanding of the Police Review Board in 2010, I report and review all use of force incidents that involve the use of empty hand control techniques and above with the City Administrator to ensure accountability. The three incidents listed below are those that were reported in 2020.

On January 11<sup>th</sup>, 2020 Officer Zach Buehler responded to a report of a person trespassing. Upon arrival Officer Buehler located an intoxicated female who was refusing to leave a residence and was continuing to harass the occupants. The female was unwilling to cooperate and had no family or friends to take responsibility for her. After threatening Officer Buehler, he attempted to place the female under arrest. She became assaultive, an empty hand control technique was utilized and the female was taken to the ground and placed into handcuffs and transported to the Jones County Jail.

On March 20<sup>th</sup>, 2020 Officers Peter Fleming and Erik Honda assisted the Jones County Sheriff's Office by responding to a motor vehicle accident on Highway 151 near County Road E-16. Officers detected the odor of narcotics and determined the driver was impaired. The driver became combative with officers during the investigation. The subject attempted to grab a Jones County Deputy but was stopped and assisted to the ground by Officer Peter Fleming and taken

into custody. Monticello Ambulance was dispatched to examine the subject, but refused medical treatment. The driver was arrested and charged with interference with official acts.

On November 25<sup>th</sup>, 2020 Officers Peter Fleming and Jordan Koos responded to an address on West 4th Street for a report of a Domestic Assault in progress. As Officer Fleming arrived on scene a male subject exited the residence and aggressively approached Officer Fleming. The subject refused to comply with verbal commands to stop and continued to come at Officer Fleming. Officer Fleming drew his weapon and again instructed the subject to stop and to drop to his knees. The subject then complied and was taken into custody without further incident by Officer Koos who arrived on scene to assist. The subject was intoxicated and was arrested for domestic assault

## **2020 Snap Shot**

<b>Calls for Service</b>	<b>2,678</b>
<b>Incidents</b>	<b>187</b>
<b>Arrests</b>	<b>82</b>
<b>Traffic Stops</b>	<b>642</b>
<b>Citations</b>	<b>225</b>
<b>OWI</b>	<b>16</b>
<b>Nuisances</b>	<b>111</b>

## **Calls for Service**

<b>Alarms</b>	<b>52</b>
<b>Animal</b>	<b>137</b>
<b>Public Intoxication</b>	<b>3</b>
<b>Assaults</b>	<b>48</b>
<b>Bomb</b>	<b>1</b>
<b>Burglary</b>	<b>12</b>
<b>Business Assist</b>	<b>11</b>
<b>Business/Resident Assist</b>	<b>10</b>
<b>Chase</b>	<b>2</b>
<b>Child Neglect/Abuse</b>	<b>4</b>
<b>City Complaints</b>	<b>117</b>
<b>Civil Complaints</b>	<b>40</b>
<b>Committal</b>	<b>1</b>
<b>Controlled Burn</b>	<b>3</b>
<b>Damage/Vandalism</b>	<b>38</b>
<b>Disturbances</b>	<b>49</b>
<b>Elder Abuse</b>	<b>1</b>
<b>Escort</b>	<b>20</b>

<b>Fireworks Complaint</b>	<b>17</b>
<b>Fire Related</b>	<b>16</b>
<b>Fraud</b>	<b>14</b>
<b>Harassment</b>	<b>50</b>
<b>Hazardous Material</b>	<b>1</b>
<b>Juvenile</b>	<b>1</b>
<b>Littering</b>	<b>93</b>
<b>Mental</b>	<b>3</b>
<b>Misc</b>	<b>15</b>
<b>Missing Person</b>	<b>14</b>
<b>Motorist Assist</b>	<b>95</b>
<b>Narcotics</b>	<b>11</b>
<b>NCO Violation</b>	<b>18</b>
<b>Open Door</b>	<b>8</b>
<b>Parking Complaints</b>	<b>53</b>
<b>Phone Request</b>	<b>72</b>
<b>Property Exchange</b>	<b>11</b>
<b>Property Found</b>	<b>55</b>
<b>Public Assist</b>	<b>171</b>
<b>Repo Vehicle</b>	<b>1</b>
<b>Scam</b>	<b>6</b>
<b>Sex Offense</b>	<b>2</b>
<b>Solicitor</b>	<b>1</b>
<b>Suicidal</b>	<b>6</b>
<b>Suspicious Activity</b>	<b>128</b>
<b>Theft</b>	<b>82</b>
<b>Traffic Complaints</b>	<b>125</b>
<b>Traffic Hazards</b>	<b>49</b>
<b>Trespass</b>	<b>23</b>
<b>Wanted Person</b>	<b>3</b>
<b>Warrant Check</b>	<b>26</b>
<b>Weapons</b>	<b>3</b>
<b>Welfare Check</b>	<b>56</b>

## **Criminal Charges**

<b>Possession of Drug Paraphernalia</b>	<b>2</b>
<b>Harassment 3rd</b>	<b>1</b>
<b>Public Intoxication</b>	<b>2</b>
<b>Assault on Certain Occupation</b>	<b>1</b>
<b>Interference with Official Acts</b>	<b>2</b>
<b>Outstanding Warrants</b>	<b>7</b>
<b>Theft 5th</b>	<b>4</b>
<b>Reckless Driving</b>	<b>1</b>
<b>Violation of No-Contact Order</b>	<b>4</b>

<b>Theft 4th</b>	<b>2</b>
<b>Trespass</b>	<b>1</b>
<b>Possession of Firearm Felon</b>	<b>1</b>
<b>Domestic Impeding Airflow</b>	<b>1</b>
<b>Possession of Controlled Substance</b>	<b>3</b>
<b>Eluding</b>	<b>1</b>
<b>Driving While Barred</b>	<b>7</b>
<b>Child Endangerment</b>	<b>2</b>
<b>Assault</b>	<b>1</b>
<b>Criminal Mischief 3rd</b>	<b>1</b>
<b>Harassment 1st</b>	<b>1</b>
<b>Unlawful Use of Credit Card</b>	<b>1</b>
<b>Criminal Mischief Dangerous Weapon</b>	<b>1</b>
<b>Probation Violation</b>	<b>1</b>
<b>Operating Without Owners Consent</b>	<b>1</b>
<b>Domestic</b>	<b>17</b>
<b>Operating While Intoxicated/Drugged</b>	<b>16</b>
<b>Burglary 3rd</b>	<b>2</b>

## **Traffic/Vehicle Enforcement**

<b>Traffic Stops</b>	<b>642</b>
<b>Citations</b>	<b>225</b>
<b>Warnings</b>	<b>417</b>
<b>Operating While Intoxicated</b>	<b>16</b>
<b>Accidents</b>	<b>69</b>
<b>Property Damage</b>	<b>64</b>
<b>Personal Injury</b>	<b>4</b>
<b>Fatality</b>	<b>1</b>
<b>Parking</b>	<b>20</b>

## **Traffic Offenses**

<b>Speeding</b>	<b>125</b>
<b>Failure to Stop</b>	<b>7</b>
<b>Failure to Maintain Control</b>	<b>6</b>

<b>Operation Without Registration</b>	<b>10</b>
<b>License Related</b>	<b>39</b>
<b>No Insurance</b>	<b>14</b>
<b>Open Container</b>	<b>1</b>
<b>Reckless Driving</b>	<b>1</b>
<b>Minor Using Tobacco</b>	<b>1</b>
<b>Possession of Alcohol</b>	<b>3</b>
<b>Fraudulent ID</b>	<b>2</b>
<b>Careless Driving</b>	<b>1</b>
<b>Permitting Unauthorized Person to Drive</b>	<b>2</b>
<b>Failure to Yield</b>	<b>3</b>
<b>Failure to use Child Restraints</b>	<b>5</b>
<b>Improper use of Lanes</b>	<b>2</b>
<b>Leaving Scene of Accident</b>	<b>1</b>
<b>Striking Fixtures on Highway</b>	<b>1</b>

## Speed Sign



**ALL TRAFFIC SOLUTIONS**



Start: 2020-09-16  
End: 2020-09-25  
Times: 6:00-23:59

**Volume by Time**  
800 blk W 1st , EB

Speed Bins: Size 10, Range 1 to 100  
Time View: By Day of Week (Avg Volumes)

Day	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Avg. Total	
Mon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tue	2	2	13	16	27	49	91	103	118	88	69	97	76	88	114	108	114	104	88	58	40	21	36	19	1891	
Wed	1	1	1	0	26	55	107	158	133	88	78	75	95	102	91	127	102	142	104	84	89	48	40	7	1888	
Thu	0	0	10	8	25	42	81	167	01	122	90	89	42	43	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	828	
Fri	n/a	n/a	n/a	n/a	n/a	7	18	51	92	87	88	26	68	121	186	137	154	117	119	104	81	47	13	18	1438	
Sat	0	0	1	0	4	9	21	28	98	100	100	136	118	100	111	99	87	95	88	78	11	42	23	18	1487	
Avg	0	0	0	0	21	34	84	131	127	98	87	89	84	88	114	99	103	108	98	80	34	18	19	1482		

The Police Department currently utilizes two portable speed display signs to monitor and enforce traffic speeds in problem areas of the community. The speed sign shown above is solar powered and will record traffic data that allows us to monitor traffic speeds and traffic volumes by day of the week, and time of the day which allows us to be more effective when it comes to addressing complaints in those problematic neighborhoods. Above is a sample report that is generated from the software that gives us a complete breakdown of the activity. These signs will also photograph significantly high-speed violators based upon the criteria we establish which allows us the opportunity to address issues with specific violators. These signs are periodically moved around the community to address concerns. This program is monitored by Officer Zach Buehler.

## Notable Activity

On January 8<sup>th</sup>, 2020 Chief Britt Smith began a fraud investigation which was initiated at Regions Bank in Monticello. An unknown individual made a fraudulent withdrawal from an account committing identity theft and forgery. This case involved several banks across the Minnesota, Missouri, and Florida banks. Through the joint investigation a subject was apprehended and charged in Federal Court.

On May 8<sup>th</sup>, 2020 Officers Peter Fleming and Officer Erik Honda responded to a residence on South Maple Street for a domestic assault. After the investigation, it was determined the male subject had choked the female victim. The male subject was arrested for Domestic Assault while impeding air/blood flow and found to be in possession of a firearm as a felon.

On August 24<sup>th</sup>, 2020 Chief Britt Smith conducted an investigation into a Forgery and Check Fraud complaint. An extensive investigation involving multiple interviews, review of security camera footage from a financial institution, and patrol observations resulted in the arrest and criminal charges of two individuals for 3<sup>rd</sup> Degree Theft, Felony Forgery, Fraudulent Practices, and Burglary.

On August 27<sup>th</sup>, 2020 Chief Britt Smith filed three felony counts of Unauthorized Use of a Credit Card on an individual whom had defrauded Stephen Motors. This investigation was initiated back in December of 2019 and after months of gathering financial evidence and conducting interview criminal charges were filed. The offender pled guilty to all three counts due to the overwhelming evidence that had been gathered during the investigation. Chief Smith received a commendation from the Jones County Attorney's Office for his work on this investigation.

### JONES COUNTY ATTORNEY'S OFFICE

Jones County Courthouse

500 West Main, Room 202, Anamosa, IA 52205

PBX: (319) 462-3963

FAX: (319) 462-9906

JONES COUNTY ATTORNEY  
Kristofer J. Lyons

ASSISTANT COUNTY ATTORNEY  
Amy Dallash

December 9, 2020

Roger Stephen  
Stephen Motors  
1011 South Main Street  
Monticello, IA 52310

Dear Roger,

I am writing you today to let you know that I have entered into a plea agreement with Amy Hermesen in regards to the unauthorized and unlawful credit card use that she did while she was in your employ.

She has agreed to enter pleas of guilty to all three counts, and a part of her sentence will be to pay full restitution. While sentencing is up in the air right now, due to COVID-19, her plea hearing that is, the day she will enter her guilty plea, will be on December 28, 2020, at 1:30 p.m. here, at the Jones County Courthouse. If you want to be present for that hearing, please, call my office, and let us know.

I would also be remiss if I did not state that sometimes, cases like this drag on, and take a while to get settled. That did not happen here, largely because of the solid investigation Chief Britt Smith did on this case. He did the leg work up front, and presented a complete and thorough case. When Officer's work as hard as he did on this, my job is easy.

Sincerely,



Kristofer J. Lyons

Jones County Attorney

On October 26<sup>th</sup>, 2020 Officer Brian Tate and Chief Britt Smith investigated a stolen four-wheeler from a car port at a residence on Pinehaven Drive. Officers Tate and Smith conducted a neighborhood canvas and identified a potential suspect. Follow up interviews were conducted with multiple subjects leading officers Tate and Smith to a residential garage in the Monti View Mobile Home park where the stolen four-wheeler was located. An individual was arrested and charged with possession of stolen property.

On October 28<sup>th</sup>, 2020 Officer Zach Buehler responded to Freedom Auto for a report of a stolen motor vehicle. A 2001 Chevrolet Tahoe was stolen from the parking lot. Through an investigation the vehicle was located abandoned in Cedar Rapids. Charges are pending.

On November 6<sup>th</sup>, 2020 Officer Zach Buehler responded to a residence on West 5<sup>th</sup> Street for a report of a stolen vehicle. A 1994 Lexus ES300 was stolen from a residential driveway. Officer Buehler worked with The Dubuque Police Department and the Galena Police Department to track the vehicles direction of travel through the use of traffic cameras and officer observations. The vehicle was suspected to have been taken to the Chicago area for salvaging. This incident remains under investigation.

On November 9<sup>th</sup>, 2020 Officer Brian Tate responded to a stranded motorist on highway 151. The RV had blown a tire which caused damage to a storage compartment. The contents of the compartment had been strewn along highway 151. Officer Tate without being requested began to pick up the papers from the ground. Once he had gathered them handed them to the driver of the vehicle. These papers were recipe cards from her grandmother. She began to cry and thanked Officer Tate for picking up these items for her. These little acts of kindness are often overlooked, but well deserving of mentioning to show the compassion that our officers show to our community.

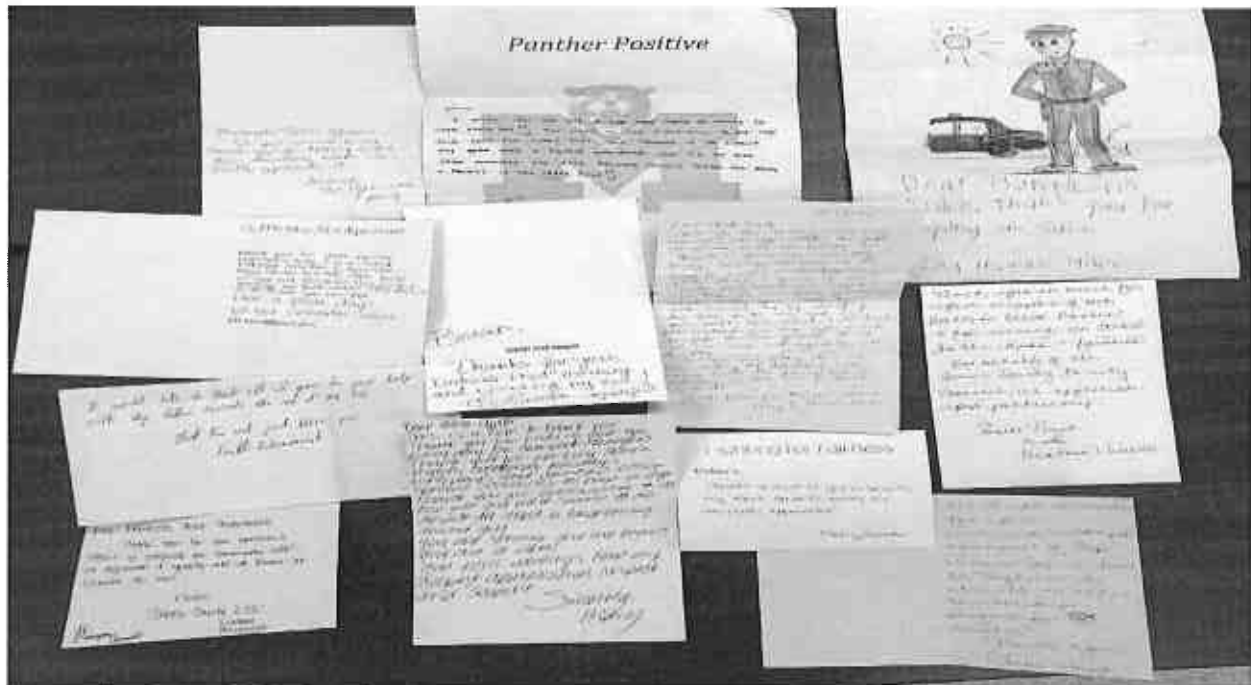
On November 11<sup>th</sup>, 2020 Officer Peter Fleming was dispatched to the Royal Flush truck wash for a report of a suspicious male inside of the building. The suspect was found walking towards Karde's 151 and was apprehended by Officer Fleming. The subject had broken into the Royal Flush Truck Wash and had stolen items. The subject was also found to be in possession of burglar's tools. The subject was not local to Monticello and as a result of this apprehension officers were able to link this subject to multiple other incidents that had occurred in the community. The subject was arrested and charged with Burglary.

On November 15<sup>th</sup>, 2020 Chief Britt Smith responded to a report of a burglary to a residential garage. During the course of the investigation Chief Smith was able to locate and identify fingerprints at the scene from the doorway that was forced open. The latent prints were lifted using fingerprint lifting powder and adhesive lifters that were then submitted to the Cedar Rapids Police Department crime lab for analysis. The prints were identified and matched to an offender.



On the evening of December 1<sup>st</sup>, Linn County Sheriff's Deputies initiated a pursuit that began heading towards Monticello on County Road D62. The pursuit was coming into Monticello. Officer Jordan Koos was able to position himself just outside of the city limits near and deploy spike strips to deflate the vehicles tires. Officer Koos had a successful deployment and the vehicle was brought to a stop prior to entering into the City of Monticello. Vehicle pursuits are inherently dangerous and the actions of Officer Koos and his ability to bring the vehicle to a stop with our spike strips prevent the vehicle from recklessly entering into town and putting the lives of motorist in further danger.

On December 12<sup>th</sup>, 2020 Chief Britt Smith responded to Freese Motors in Monticello for a report of a stolen vehicle. A 1997 Ford Ranger Pickup truck was stolen from the used car parking lot. There were no signs of forced entry to the vehicle. All security cameras in the area were reviewed. The vehicle was located on December 26<sup>th</sup>, 2020 in Cedar Rapids. Charges are Pending.



(A small sampling of thank you's and notes of appreciation for those times when officers went above and beyond the call of duty.)

As always, I welcome your comments and questions. Please feel free to reach out to me at my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Britt Smith". The signature is stylized and written in a cursive-like font.

Britt D. Smith