

City of Monticello, Iowa

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Posted on April 16 2021 at 5:00 p.m.

Monticello City Council Meeting April 19, 2021 @ 5:30 p.m.

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

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

- Call to Order – 5:30 P.M.

Street Inspections: Elected Officials and staff will walk/drive around downtown inspecting various potential street, handicap ramp and crosswalk changes proposed by the IDOT with the Hwy 38 Overlay Project.

Council will reconvene at Council Chambers at 6:00 PM

- 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	April	5, 2021
Approval of Payroll	April	8, 2021
Approval of Bill List		
Approval of Treasurer's Report	March	2021

Motion:

1. **Discussion and possible motion** on McMATT Properties proposal for financial assistance

Resolutions:

2. **Resolution** approving recommendation to IDOT related to Proposed changes to crosswalks, handicap ramps and street with the Hwy 38 Overlay Project
3. **Resolution** To Acknowledge Monticello Library Director and Staff wages for FY '22
4. **Resolution** Approving FY '22 Wages for Non-Bargaining Staff
5. **Resolution** Scheduling Public Hearing on the City of Monticello FY 2021 Budget Amendments for May 17, 2021 at 6:00 PM
6. **Resolution** authorizing purchase of Toro Zero Turn mower from Scherrman's Implement, Monticello
7. **Resolution** Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2022 for the City of Monticello
8. **Resolution** to approve City, School, MYBSA Agreement for 202 Approving Amendment to Agreement between the City of Monticello and the Monticello Youth Baseball Softball Association (MYBSA)

Reports / Potential Action:

1. City Engineer
2. Mayor
3. City Administrator
4. City Clerk
 - a. FY 2020 Audit
 - b. USDA Grant – Sixth Street Ditch submitted
5. Public Works Director
6. Water/Wastewater Superintendent
7. Police Chief
8. Park and Recreation
 - a. Park report
9. Library Director

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: April 19th, 2021 City Council Meeting

Time: Apr 19, 2021 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83242532295?pwd=aVAzNFRZWGRwL3BXeTkxTktJMhJ6UT09>

Meeting ID: 832 4253 2295

Passcode: 565841

One tap mobile

+13017158592,,83242532295#,,,,*565841# US (Washington DC)

+13126266799,,83242532295#,,,,*565841# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 832 4253 2295

Passcode: 565841

Find your local number: <https://us02web.zoom.us/j/83242532295?pwd=aVAzNFRZWGRwL3BXeTkxTktJMhJ6UT09>

City Council Meeting
Prep. Date: 4/14/2021
Preparer: Nick Kahler



Agenda Item: # *Street Inspection*
Agenda Date: 04/19/2021 *42*

Communication Page

Agenda Items Description: Street Inspection of IDOT Hwy 38 Overlay project proposed changes

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

Attachments & Enclosures:

Hwy 38 Proposed changes

ADA regulations

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: IDOT will be doing Hwy 38 Overlay through Monticello and proposing changes to crosswalks and intersection of N. Maple and E 1st Street

Background Information:

Hwy 38 Overlay

With the Hwy 38 project coming through town next year the engineering firm that the state has tasked with making crosswalks ADA compliant has reached out to me. There are not too many issues but a couple that need attention. The big one is on the NE corner of N. Maple and E. 1st by Styles and Smiles. In order to make that corner ADA compliant they would like to bump that corner out which would throat the street down a bit. If you look on the drawing it is the area within the black circle. The red line would be roughly what the bump out would look like. The other concerns are the mid-block crosswalks near the VFW/Theisen's and at Grand China. Talking with Chief Smith we feel that the one near the VFW/Theisen's can go. That was a temporary crosswalk. The one at Grand China we may want to keep. Do we want both crosswalks at South Maple? We do not have to do these things. If we want to keep things the way they are that can happen they just won't be in ADA compliance. When they come through they will make them as close to ADA as they can.

Information from Engineer Patrick Schwickerath:

Attached is the Accessible Sidewalk Requirements section from SUDAS and Form 517118 Accessibility Exceptions Certification from the Iowa DOT. These two files are useful when reviewing or discussing accessible sidewalks. Per the discussion regarding potential field reviews of some sidewalks following the next Council meeting, I thought these may be useful. The Accessibility Exceptions Certification form is useful for documenting locations that are not ADA compliant. This form has been filled out and provided to the City for some locations in town. I highlighted some information in the SUDAS file that may be of particular interest.

Dave brought up a couple of items last night that I wanted to follow-up on. One was the ADA accessibility work that Cedar Rapids has been doing in recent years. Here is a link with some information on this https://www.cedar-rapids.org/local_government/departments_government/public_works/ada_accessibility.php. My understanding is that Department of Justice projects like this have oftentimes been with larger municipalities. That does not mean that smaller communities may not be asked to participate.

The other item I wanted to draw your attention to is on page 2 of the SUDAS file attached. In 1990 the ADA law that was passed requires public entities with more than 50 total employees to develop a formal transition plan identifying the steps necessary to meet ADA accessibility requirements for all pedestrian access routes within their jurisdiction by upgrading all noncompliant features. I am not sure how many people Monticello employs so this law may not be applicable. The City has been actively working on such upgrades. I am not sure of the status of a formal plan.

Staff Recommendation: Staff recommends that the Council review and take appropriate action related to the IDOT proposed changes.

THE CITY OF MONTICELLO, IOWA

RESOLUTION

Approving recommendation to IDOT related to Proposed changes to crosswalks, handicap ramps and street with the Hwy 38 Overlay Project

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

WHEREAS, The City reviewed the IDOT proposed changes to crosswalks and intersection of North Maple and East First Street during the Highway 38 Overlay Project, and

WHEREAS, The Council finds that the following should be completed:

1. Crosswalk in the 100 block near the Pocket Park & Grand China should
2. _____
Crosswalks near the Theisen's Store should be _____
3. Intersection of North Maple Street and East First Street should be _____
4. _____
5. _____

and,

WHEREAS, The Council directs the Public Works Director to work with the IDOT proposed changes to crosswalks and intersection of North Maple and East First Street during the Highway 38 Overlay Project, as listed above.

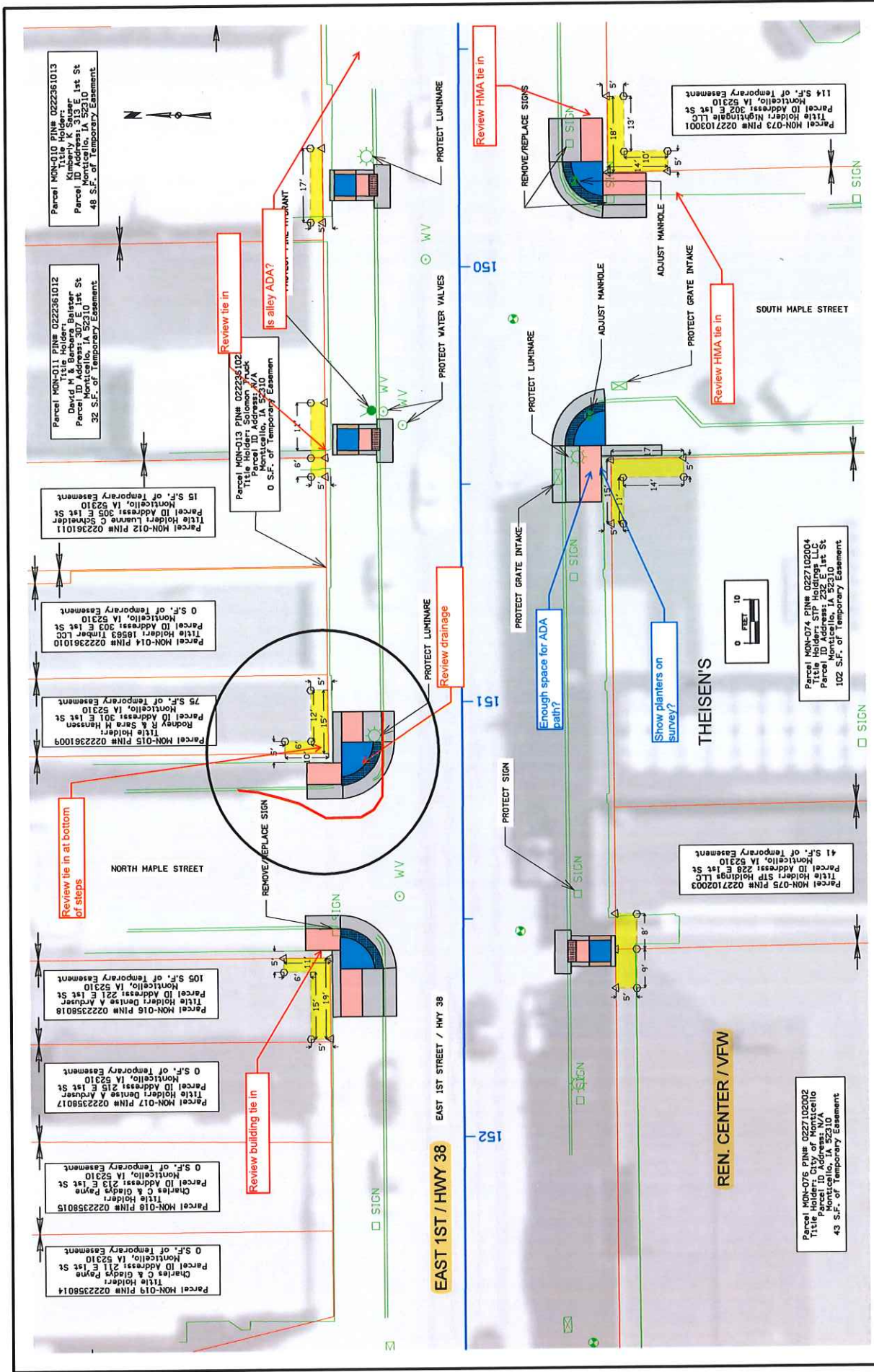
NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 19th day of April, 2021, directs the Public Works Director to work with the IDOT proposed changes to crosswalks and intersection of North Maple and East First Street during the Highway 38 Overlay Project, as listed above

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 18th day of February, 2013.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk



EAST 1ST / HWY 38

REN. CENTER / VW

Parcel MON-074 PIN# 0227102004
 Title Holder: STP Holdings LLC
 Parcel ID Address: 232 E 1st St
 102 S.F. of Temporary Easement

Parcel MON-075 PIN# 0227102003
 Title Holder: STP Holdings LLC
 Parcel ID Address: 228 E 1st St
 41 S.F. of Temporary Easement

Parcel MON-076 PIN# 0227102002
 Title Holder: City of Monticello
 Parcel ID Address: 232 E 1st St
 43 S.F. of Temporary Easement

Parcel MON-010 PIN# 0222361013
 Title Holder: K...
 Parcel ID Address: 313 E 1st St
 48 S.F. of Temporary Easement

Parcel MON-011 PIN# 0222361012
 Title Holder: B...
 Parcel ID Address: 307 E 1st St
 32 S.F. of Temporary Easement

Parcel MON-012 PIN# 0222361011
 Title Holder: L...
 Parcel ID Address: 305 E 1st St
 0 S.F. of Temporary Easement

Parcel MON-014 PIN# 0222361010
 Title Holder: 1858 Timber L...
 Parcel ID Address: 303 E 1st St
 0 S.F. of Temporary Easement

Parcel MON-015 PIN# 0222361009
 Title Holder: R & Sara M Hansen
 Parcel ID Address: 301 E 1st St
 75 S.F. of Temporary Easement

Parcel MON-016 PIN# 0222358018
 Title Holder: Denise A Arduer
 Parcel ID Address: 221 E 1st St
 105 S.F. of Temporary Easement

Parcel MON-017 PIN# 0222358017
 Title Holder: Denise A Arduer
 Parcel ID Address: 215 E 1st St
 0 S.F. of Temporary Easement

Parcel MON-018 PIN# 0222358015
 Title Holder: Charles C & Gladys Payne
 Parcel ID Address: 213 E 1st St
 0 S.F. of Temporary Easement

Parcel MON-019 PIN# 0222358014
 Title Holder: Charles C & Gladys Payne
 Parcel ID Address: 211 E 1st St
 0 S.F. of Temporary Easement

SHEET NUMBER D.3

PROJECT NUMBER STPN-038-3(59)-2J-53

COUNTY JONES

DESIGN TEAM LT LEON

ENGLISH

12/17/2020

12:12:28 PM

mbarrett

pv:\projects\3802019\Design\CADD\Files\Sheet-Files\Sheet-F.11es\Sheet-F.11es\ASHT-330038020210.DWG

Accessible Sidewalk Requirements

A. Introduction

SUDAS and Iowa DOT jointly developed this section based on the July 26, 2011 “Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way.” This section was developed in accordance with Federal regulations ([23 CFR 652](#) and [28 CFR 35](#)) and is the standard for use by all governmental entities in the State of Iowa. A local jurisdiction may elect to produce their own standards; however, these will require review and approval by FHWA and/or the United States Department of Justice.

Where sidewalks are provided, they must be constructed so they are accessible to all potential users, including those with disabilities. This section establishes the criteria necessary to make an element physically accessible to people with disabilities. This section also identifies what features need to be accessible and then provides the specific measurements, dimensions, and other technical information needed to make the feature accessible. The requirements of this section were developed based on the following documents:

1. **ADAAG:** The “Americans with Disabilities Act Accessibilities Guidelines” (ADAAG) was written by the US Access Board and adopted by the Department of Justice (DOJ) in 2010. This document includes a broad range of accessibility guidelines including businesses, restaurants, public facilities, public transportation, and sidewalks. These standards were originally adopted in 1991 and have been expanded and revised several times.
2. **PROWAG:** The July 26, 2011 “Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way” was written by the US Access Board and is also known as the Public Right-of-Way Accessibility Guidelines or PROWAG. PROWAG provides more specific information than the ADAAG for transportation facilities within the right-of-way including pedestrian access routes, signals, and parking facilities. The PROWAG requirements are currently in the development and adoption process and have not been officially adopted by the Department of Justice; however, the Federal Highway Administration has issued guidance that the draft version of the PROWAG “are currently recommended best practices, and can be considered the state of the practice that could be followed for areas not fully addressed” in the existing ADAAG requirements.

Due to the widespread acceptance of the PROWAG, and their pending adoption in the future, the standards of this chapter are based upon the PROWAG requirements. The designer is encouraged to reference the complete PROWAG document for additional information (www.access-board.gov). References to the PROWAG in this section are shown in parentheses, e.g. (R302.7). Buildings and other structures not covered by PROWAG must comply with the applicable requirements of the ADAAG. For parks, recreational areas, and shared use paths, refer to other sections within this chapter.

B. Transition Plan

The ADA law passed in 1990 required public entities with more than 50 total employees to develop a formal transition plan identifying the steps necessary to meet ADA accessibility requirements for all pedestrian access routes within their jurisdiction by upgrading all noncompliant features. Recognizing that it would be difficult to upgrade all facilities immediately, the law provided the opportunity to develop a transition plan for the implementation of these improvements. Covered entities had until 1992 to complete a transition plan. In addition, any local public agency that is a recipient of US DOT funds must have a transition plan. For those agencies that have not completed a transition plan, it is critical that this process be completed. Although the transition plan may cover a broader scope, this section will only cover requirements within the public right-of-way.

Key elements of a transition plan include the following:

- Identifying physical obstacles in the public agency's facilities that limit the accessibility of its programs or activities to individuals with disabilities
- A detailed description of the methods that will be used to make the facilities accessible
- A schedule for taking the steps necessary to upgrade pedestrian access in each year following the transition plan
- Identification of the individual responsible for implementation of the plan

The document: *ADA Transition Plans: A Guide to Best Management Practices* (NCHRP Project No. 20-7 (232)) provides guidance for the development and update of transition plans. The document also assists communities in prioritizing required improvements for accessibility.

Public entities not required to have a formal transition plan are required to address noncompliant pedestrian access routes.

C. Definitions

Accessible: Facilities that comply with the requirements of this section.

Alteration: An alteration is a change that affects or could affect the usability of all or part of a building or facility. Alterations of streets, roadways, or highways include activities such as reconstruction, rehabilitation, resurfacing, widening, and projects of similar scale and effect.

Alternate Pedestrian Access Route: A route provided when a pedestrian circulation path is temporarily closed by construction, alterations, maintenance operations, or other conditions.

Curb Line: A line at the face of the curb that marks the transition between the curb and the gutter, street, or highway.

Cross Slope: The grade that is perpendicular to the direction of pedestrian travel.

Crosswalk: See pedestrian street crossing.

Curb Ramp: A ramp that cuts through or is built up to the curb. Curb ramps can be perpendicular, parallel, or a combination of parallel and perpendicular curb ramps.

Detectable Warning: Detectable warnings consist of small, truncated domes built in or applied to a walking surface that are detectable by cane or underfoot. On pedestrian access routes, detectable warning surfaces indicate the boundary between a pedestrian route and a vehicular route for pedestrians who are blind or have low vision.

New Construction: Construction of a roadway where an existing roadway does not currently exist.

Pedestrian Access Route: A continuous and unobstructed path of travel provided for pedestrians with disabilities within, or coinciding with, a pedestrian circulation path.

Pedestrian Circulation Path: A prepared exterior or interior surface provided for pedestrian travel in the public right-of-way.

Pedestrian Street Crossing: A marked or unmarked route, providing an accessible path to travel from one side of the street to the other. Pedestrian street crossings are a component of the pedestrian access route and/or the pedestrian circulation path.

Running Slope: The grade that is parallel to the direction of pedestrian travel.

PROWAG: The Public Right-of-way Accessibility Guidelines establish the criteria for providing a feature within the public right-of-way that is physically accessible to those with physical disabilities.

Scope of the Project: Work that can reasonably be completed within the limits of the project. This is not defined by the written project scope; however, it focuses on whether the alteration project presents an opportunity to design the altered element, space, or facility in an accessible manner.

Structurally Impracticable: Something that has little likelihood of being accomplished because of those rare circumstances when the unique characteristics of terrain prevent the incorporation of full and strict compliance with this section. Applies to new construction only.

Technically Infeasible: With respect to an alteration of an existing facility, something that has little likelihood of being accomplished because existing structural conditions would require removing or altering a load-bearing member that is an essential part of the structural frame; or because other existing physical or site constraints prohibit modification or addition of elements, spaces, or features that are in full and strict compliance with the requirements of this section. (2010 ADAAG 106.5)

Turning Space: An area at the top or bottom of a curb ramp, providing a space for pedestrians to stop, rest, or change direction.

D. Applicability

- 1. New Construction:** Newly constructed facilities within the scope of the project shall be made accessible to persons with disabilities, except when a public agency can demonstrate it is structurally impracticable to provide full compliance with the requirements of this section. Structural impracticability is limited to only those rare situations when the unique characteristics of terrain make it physically impossible to construct facilities that are fully compliant. If full compliance with this section is structurally impracticable, compliance is required to the extent that it is not structurally impracticable. [2010 ADAAG 28 CFR 35.151(a)]
- 2. Alterations:** Whenever alterations are made to the pedestrian circulation path, the pedestrian access route shall be made accessible to the maximum extent feasible within the scope of the project. If full compliance with this section is technically infeasible, compliance is required to the extent that it is not technically infeasible. [2010 ADAAG 28 CFR 35.151(b)] Alterations shall not gap pedestrian circulation paths in order to avoid ADA compliance.

Resurfacing is an alteration that triggers the requirement for curb ramps if it involves work on a street or roadway spanning from one intersection to another. Examples include, but are not limited to, the following treatments or their equivalents:

- New layer of surface material (asphalt or concrete, including mill and fill)
- Reconstruction
- Concrete pavement rehabilitation and reconstruction
- Open-graded surface course
- Microsurfacing and thin lift overlays
- Cape seals (slurry seal or microsurfacing over a new chip seal)
- In-place asphalt recycling

[DOJ/U.S. DOT Glossary of Terms and DOJ/U.S. DOT Technical Assistance; June 28, 2013]

Where elements are altered or added to existing facilities, but the pedestrian circulation path is not altered, the pedestrian circulation path is not required to be modified (R202.1). However, features that are added shall be made accessible to maximum extent feasible. The following are examples of added features:

- Installation of a traffic sign does not require sidewalk improvements; however, the sign cannot violate the protruding objects requirements.
- Installation of a traffic or pedestrian signal does not require sidewalk improvements; however, the signal must be accessible.
- Installation of a bench adjacent to the pedestrian access route would not require sidewalk improvements, but the bench cannot be placed in a manner that would reduce the sidewalk width below the minimum requirement.

3. Maintenance: Accessibility improvements are not required for work that is considered maintenance. Examples of work that would be considered maintenance include, but are not limited to, the following items.

- Painting pavement markings, excluding parking stall delineations
- Crack filling and sealing
- Surface sealing
- Chip seals
- Slurry seals
- Fog seals
- Scrub sealing
- Joint crack seals
- Joint repairs
- Dowel bar retrofit
- Spot high-friction treatments
- Diamond grinding
- Minor street patching (less than 50% of the pedestrian street crossing area)
- Curb and gutter repair or patching outside the pedestrian street crossing
- Minor sidewalk repair that does not include the turning space and curb ramps
- Filling potholes

If a project involves work not included in the list above, or is a combination of several maintenance items occurring at or near the same time, the agency administering the project is responsible for determining if the project should be considered maintenance or an alteration. If either of these two situations is determined to be maintenance, the agency administering the project must document the reasons for this determination. If the project is defined as maintenance, federal funding and Farm-to-Market funds cannot be used.

When a maintenance project modifies a crosswalk, installation of curb ramps at the crosswalks is recommended, if none already exists. The other accessibility improvements of this section are also recommended, but not required with such projects.

4. **Technical Infeasibility:** Examples of existing physical or site constraints that may make it technically infeasible to make an altered facility fully compliant include, but are not limited to, the following:
 - Right-of-way availability. Right-of-way acquisition in order to achieve full compliance is not mandatory, however, it should be considered. Improvements may be limited to the maximum extent practicable within the existing right-of-way.
 - Underground structures that cannot be moved without significantly expanding the project scope.
 - Adjacent developed facilities, including buildings that would have to be removed or relocated to achieve accessibility.
 - Drainage cannot be maintained if the feature is made accessible.
 - Notable natural or historic features that would have to be altered in a way that lessens their aesthetic or historic value.
 - Underlying terrain that would require a significant expansion of the project scope to achieve accessibility.
 - Street grades within the crosswalk exceed the pedestrian access route maximum cross slopes, provided an engineering analysis has concluded that it cannot be done without significantly expanding the project scope (for example, changing from resurfacing an intersection to reconstructing that intersection).
5. **Safety Issues:** When accessibility requirements would cause safety issues, compliance is required to the maximum extent practicable.
6. **Documenting Exceptions:** If the project cannot fully meet accessibility requirements because the accessibility improvements are structurally impracticable, technically infeasible, or safety issues, a document should be developed to describe how the existing physical or site constraints or safety issues limit the extent to which the facilities can be made compliant. This document should identify the specific locations that cannot be made fully compliant and provide specific reasons why full compliance cannot be achieved. It is recommended that this document be retained in the project file. For local agency projects administered through Iowa DOT, an "Accessibility Exceptions Certification" (Form 517118) with supporting documentation shall be signed by a registered professional engineer or landscape architect licensed in the State of Iowa and submitted to the Iowa DOT administering office. The certification shall be as prescribed by Iowa DOT Local Systems I.M. 1.080. For Iowa DOT projects, contact the Office of Design, Methods Section.

Note: Documenting exceptions does not remove an agency's responsibility to consider making accessibility improvements the next time the facility is altered because physical or site constraints and safety issues may change over time. The determination of exceptions and corresponding documentation needs to be made each time a facility is altered, based on the existing conditions and the scope of the proposed project.
7. **Reduction in Access:** Regardless of whether the additions or alterations involve the modification of the existing pedestrian circulation path, the resulting work cannot have the result of reducing the existing level of accessibility below the minimum requirements. For example, the installation of a bench cannot have the effect of reducing the width of the pedestrian access route to 3 feet (4 feet is the minimum). Likewise, the construction of an overlay cannot result in a street cross slope of more than 5%, nor have a lip at the curb ramp that exceeds 1/2 inch.

Pedestrian facilities may be removed if they are being re-routed for safety reasons, or terminated because they do not connect to a destination or another pedestrian circulation path.

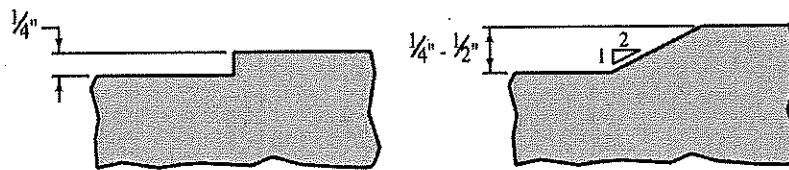
8. **Addition of Pedestrian Facilities:** If a sidewalk exists on both sides of the street, curb ramps shall be installed on both sides when the street is altered. PROWAG does not require construction of pedestrian facilities where none currently exists, although the jurisdiction's transition plan may require them.
9. **Utility Construction:** If the pedestrian circulation path is disturbed during utility construction, the requirements of this section and Section 12A-4 shall apply.

E. Standards for Accessibility

The following section summarizes the design standards for the elements of an accessible pedestrian access route. The minimum and maximum values stated are taken from the PROWAG. Target values are also provided. Designing features to the target values, rather than the allowable maximum or minimum, allows for appropriate construction tolerances and field adjustment during construction while maintaining compliance with the PROWAG standards.

1. **General Requirements:** These requirements apply to all parts of the pedestrian access route.
 - a. **Surfacing:** PROWAG requires all surfaces to be firm, stable, and slip resistant (R302.7). All permanent pedestrian access routes, with the exception of some Type 2 shared use paths (see Section 12B-2), shall be paved. When crossing granular surfaced facilities, consider paving wider than the pedestrian access route; see the shared use path section.
 - b. **Vertical Alignment:** Vertical alignment (smoothness) shall be generally planar within the pedestrian access routes (R302.7.1). Although no definition for generally planar is provided, the Advisory statement for R302.7.1 indicates surfaces must be smooth and chosen for easy rollability and minimizing vibration for users of wheelchairs, scooters, and walkers. Surfaces that are heavily textured, rough, or chamfered and paving systems consisting of individual units that cannot be laid in plane should be reserved for borders and decorative accents located outside of and only occasionally crossing the pedestrian access route. Research has shown that bricks/pavers with no or narrow chamfers and narrow joint spacing between pavers can minimize vibration for all users. Bricks/pavers with sand bedding on natural soil should not be used in pedestrian access routes due to maintenance problems.
 - c. **Changes in Level:** Changes in level, including bumps, utility castings, expansion joints, etc. shall be a maximum of 1/4 inch without a bevel or up to 1/2 inch with a 2:1 bevel. Where a bevel is provided, the entire vertical surface of the discontinuity shall be beveled (R302.7.2).

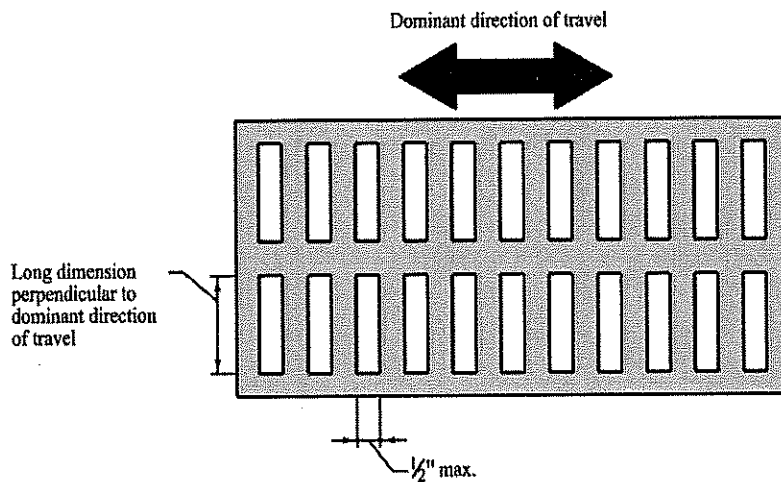
Figure 12A-2.01: Vertical Surface Discontinuities



- d. **Horizontal Openings:** Horizontal openings shall not allow passage of a sphere more than 1/2 inch in diameter. Elongated openings in grates shall be placed so the long dimension is perpendicular to the dominant direction of travel. The use of grates within the pedestrian access route is discouraged; however, where necessary, the grate should be located outside of curb ramp runs, turning spaces, and gutter areas if possible. (R302.7.3)

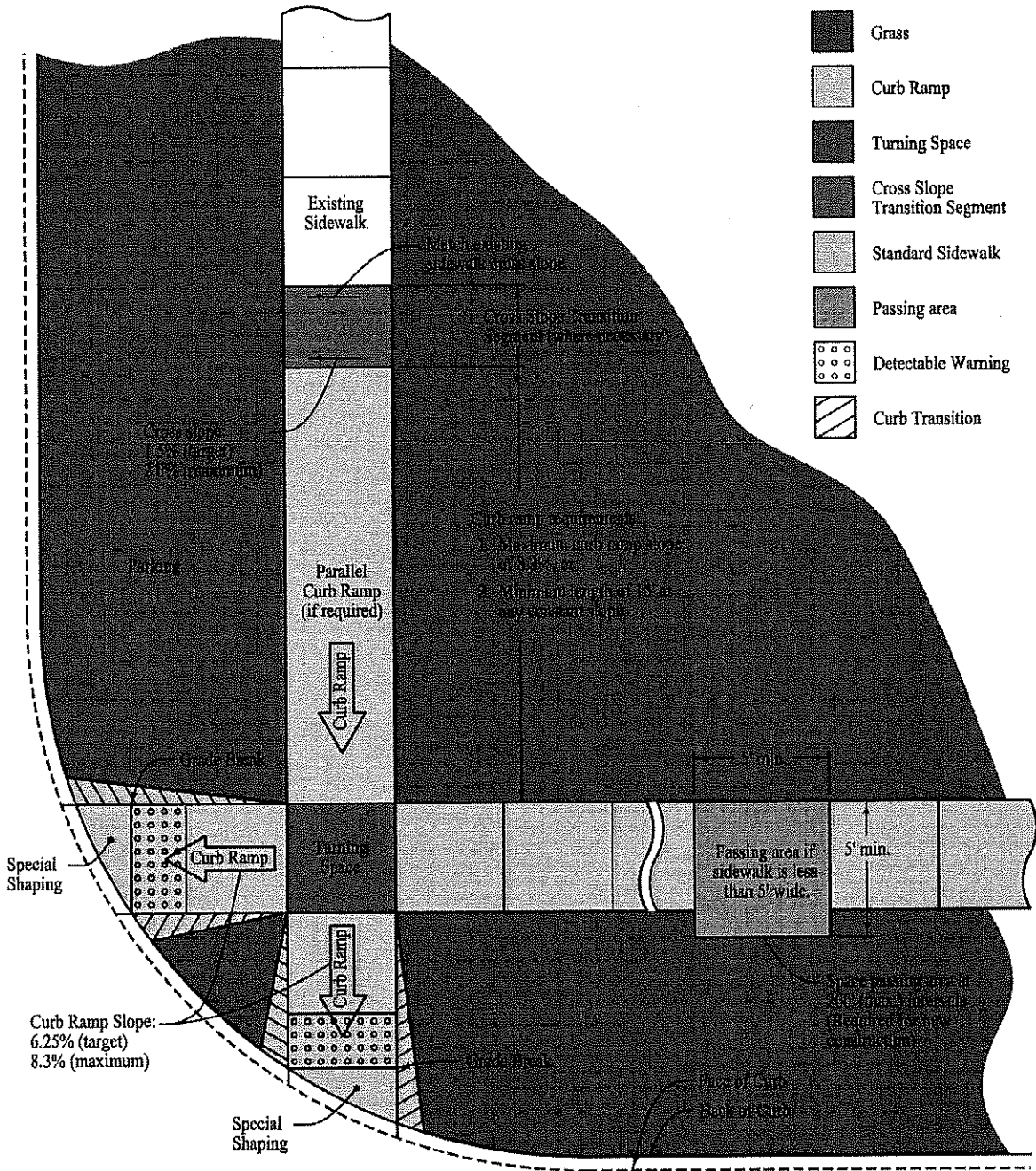
It should be noted that none of the standard SUDAS/Iowa DOT intake grates meet the requirements for use within a pedestrian access route; therefore, a special design is required.

Figure 12A-2.02: Horizontal Openings



2. **Standard Sidewalk:** Sidewalks solely serving private residences are not required to follow these requirements.
- Cross Slope:** The maximum cross slope is 2.0% with a target value of 1.5% (R302.6).
 - Running Slope:** Sidewalks with a running slope of 5% or less are acceptable. However, where the sidewalk is contained within the street right-of-way, the grade of the sidewalk shall not exceed the general grade of the adjacent street (R302.5). For design, consider the general grade of the adjacent street to be within approximately 2% of the profile grade of the street.
 - Width:** The minimum width of the pedestrian access route is 4 feet. Five foot sidewalks are encouraged and may be required by the Jurisdiction. Iowa DOT will design 5 foot sidewalks unless otherwise requested. (R302.3)
 - Passing Spaces:** Where the clear width of the pedestrian access route is less than 5 feet, passing spaces are required at maximum intervals of 200 feet. The passing space shall be 5 foot minimum by 5 foot minimum. Passing spaces may overlap with the pedestrian access route. (R302.4). Driveways may be used as passing spaces, as long as the 2.0% maximum cross slope is not exceeded.

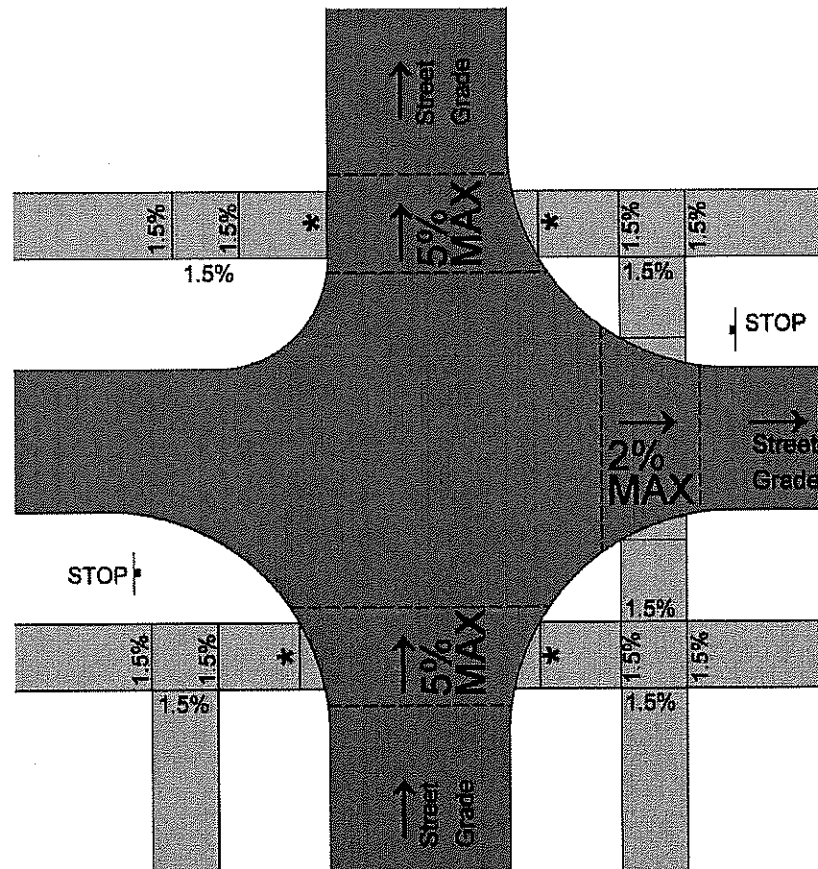
Figure 12A-2.03: Standard Sidewalk and Curb Ramp Elements



3. Pedestrian Street Crossings:

- a. **Cross Slope:** The longitudinal grade of a street becomes the cross slope for a pedestrian street crossing. PROWAG has maximum limits for the cross slope of pedestrian street crossings, which vary depending on the location of the crossing and the type of vehicular traffic control at the crossing. These requirements, in effect, limit the longitudinal grade of a street, or require a “tabled crosswalk” at the intersection. (R302.6)
- 1) **Intersection Legs with Stop or Yield Control:** For pedestrian street crossings across an intersection leg with full stop or yield control (stop sign or yield sign), the maximum cross slope is 2.0% (maximum 2.0% street grade through the crossing).
 - 2) **Intersection Legs without Stop or Yield Control:** For pedestrian street crossings across an intersection leg where vehicles may proceed without slowing or stopping (uncontrolled or signalized), the maximum cross slope of the pedestrian street crossing is 5.0% (maximum 5.0% street grade through the crossing).
 - 3) **Midblock Pedestrian Street Crossings:** At midblock crossings, the cross slope of the pedestrian street crossing is allowed to equal the street grade.

Figure 12A-2.04: Example Street Intersection

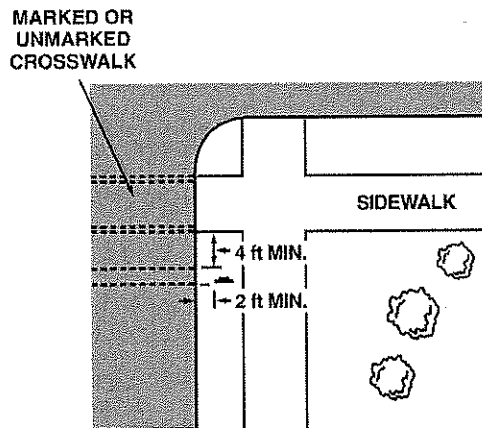


* Match pedestrian street crossing cross slope or flatter

- b. **Running Slope:** The running slope of the pedestrian street crossing is limited to a maximum of 5.0% (maximum street cross slope or superelevation of 5.0%) (R302.5.1).

- c. **Location:** Driver anticipation and awareness of pedestrians increases as one moves closer to the intersection. Therefore, curb ramps and pedestrian street crossings should be located as close to the edge of the adjacent traveled lane as practical. Where a stop sign or yield sign is provided, MUTCD requires the pedestrian street crossing, whether marked or unmarked, be located a minimum of 4 feet from the sign, between the sign and the intersection. It is recommended stop and yield signs be located no greater than 30 feet from the edge of the intersecting roadway; however, MUTCD allows up to 50 feet. Consult MUTCD for placement of curb ramps and pedestrian street crossings at signalized intersections.

Figure 12A-2.05: Pedestrian Street Crossing Location



Source: MUTCD, FHWA

- d. **Medians and Pedestrian Refuge Islands:** Medians and pedestrian refuge islands in pedestrian street crossings shall be cut through level with the street or complying with the curb ramp requirements. The clear width of pedestrian access routes within medians and pedestrian refuge islands shall be 5.0 feet minimum (R302.3.1). If a raised median is not wider than 6 feet, it is recommended the nose not be placed in the pedestrian street crossing.

4. Curb Ramps:

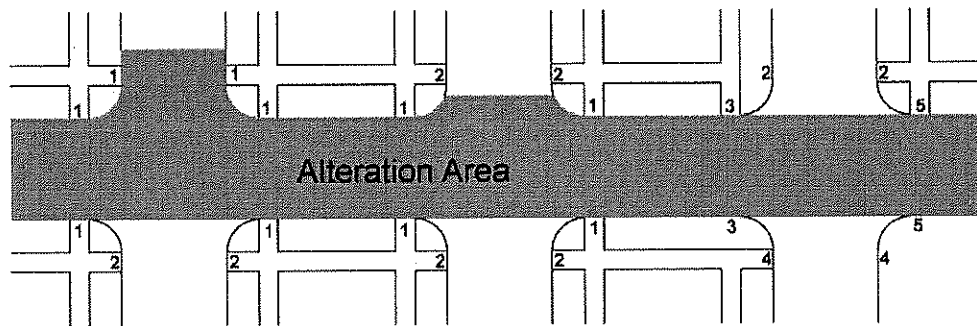
- a. **General:** There are two types of curb ramps: perpendicular and parallel. Perpendicular curb ramps are generally perpendicular to the traffic they are crossing with the turning space at the top. Parallel curb ramps have the turning space at the bottom. Parallel curb ramps may be used where the sidewalk begins at or near the back of curb and there is little or no room between the sidewalk and curb for a perpendicular curb ramp.

A separate curb ramp is required at each pedestrian street crossing for new construction. Parallel ramps with a large turning space, as shown in Figure 12A-2.08, are allowed. For alterations, follow the new construction requirements if possible; however, a single diagonal curb ramp is allowed but not recommended where existing constraints prevent two curb ramps from being installed.

For transitions into and out of driveways, curb ramp requirements may be used.

For curb ramps within and near an alteration area, see Figure 12A-2.06.

Figure 12A-2.06: Curb Ramps for Alterations



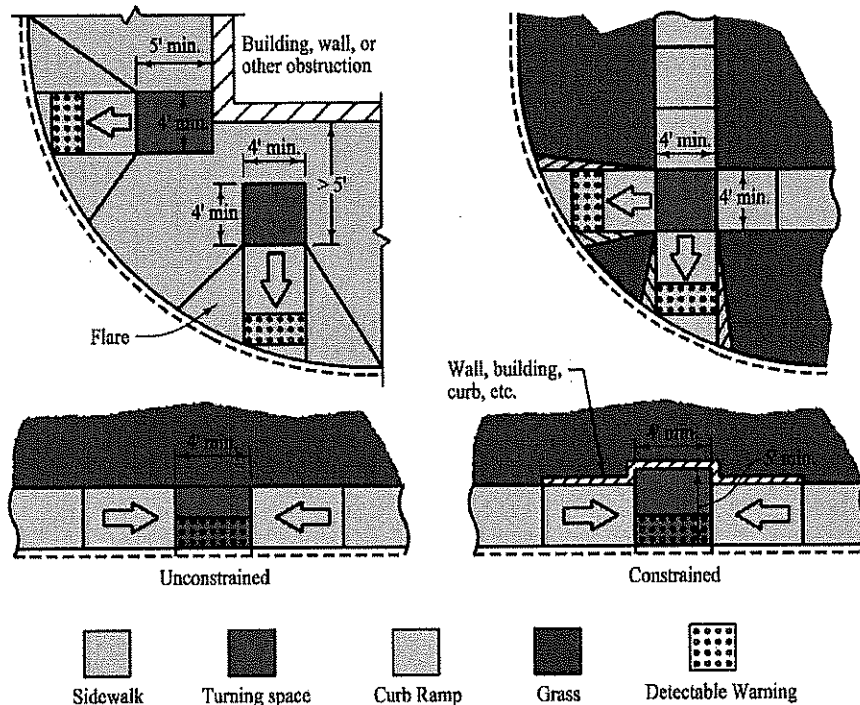
1. Required.
2. Strongly recommended.
3. Required due to barriers in the path of travel between the sidewalk on one side of the street to the sidewalk on the other side of the street.
4. Recommended, but not required because it is outside the alteration area. Consider based on pedestrian usage, safety, and land development.
5. Install both sides or remove the existing one, based on pedestrian usage, safety, and land development.

b. Technical Requirements:

- 1) **Cross Slope:** The maximum cross slope is 2.0% with a target value of 1.5%; however, for intersection legs that do not have full stop or yield control (i.e. uncontrolled or signalized) and at mid-block crossings, the curb ramp cross slope is allowed to match the cross slope in the pedestrian street crossing section. See “pedestrian street crossings” for additional details. (R304.5.3)
- 2) **Running Slope:** Provide curb ramps with a target running slope of 6.25% and a maximum slope of 8.3%; however, curb ramps are not required to be longer than 15 feet, regardless of the resulting slope. (R304.2.2 and R304.3.2)
- 3) **Width:** The minimum width of a curb ramp is 4 feet, excluding curbs and flares. If the sidewalk facility is wider than 4 feet, the target value for the curb ramp is equal to the width of the sidewalk. (R304.5.1)
- 4) **Grade Breaks:** Grade breaks at the top and bottom of curb ramps must be perpendicular to the direction of the curb ramp run. Grade breaks are not allowed on the surface of curb ramp runs and turning spaces. (R304.5.2)
- 5) **Flared Sides:** For perpendicular curb ramps on Class A sidewalks, or configurations where the pedestrian circulation path crosses the curb ramp, PROWAG requires the flares along the sides of the curb ramp to be constructed at 10% or flatter. (R304.2.3) This allows pedestrians to approach the curb ramp from the side and prevents a tripping hazard. It is recommended to design these flares at a slope between 8% and 10%, which will clearly define the curb ramp from the sidewalk.
- 6) **Clear Space:** At the bottom of perpendicular curb ramps, a minimum 4 foot by 4 foot area must be provided within the width of the pedestrian street crossing, but wholly outside of the parallel vehicle travel lanes. (R304.5.5)
- 7) **Turning Space:** Turning spaces allow users to stop, rest, and change direction on the top or bottom of a curb ramp (R304.2.1 and R304.3.1).
 - a) **Placement:** A turning space is required at the top of perpendicular curb ramps and at the bottom of parallel curb ramps.
 - b) **Slope:** The maximum cross slope and running slope is 2.0% with a target value of 1.5% (R304.2.2 and R304.3.2). When turning spaces are at the back of curb, cross slopes may be increased to match allowable values in the pedestrian street crossing section (R304.5.3).

- c) **Size:** The turning space shall be a minimum of 4 feet by 4 feet. Where the turning space is constrained on one or more sides, provide 5 feet in the direction of the pedestrian street crossing.
- 8) **Special Shaping Area:** Transition area between the back of curb and the grade break. The longest side cannot exceed 5 feet.

Figure 12A-2.07: Curb Ramp Turning Spaces

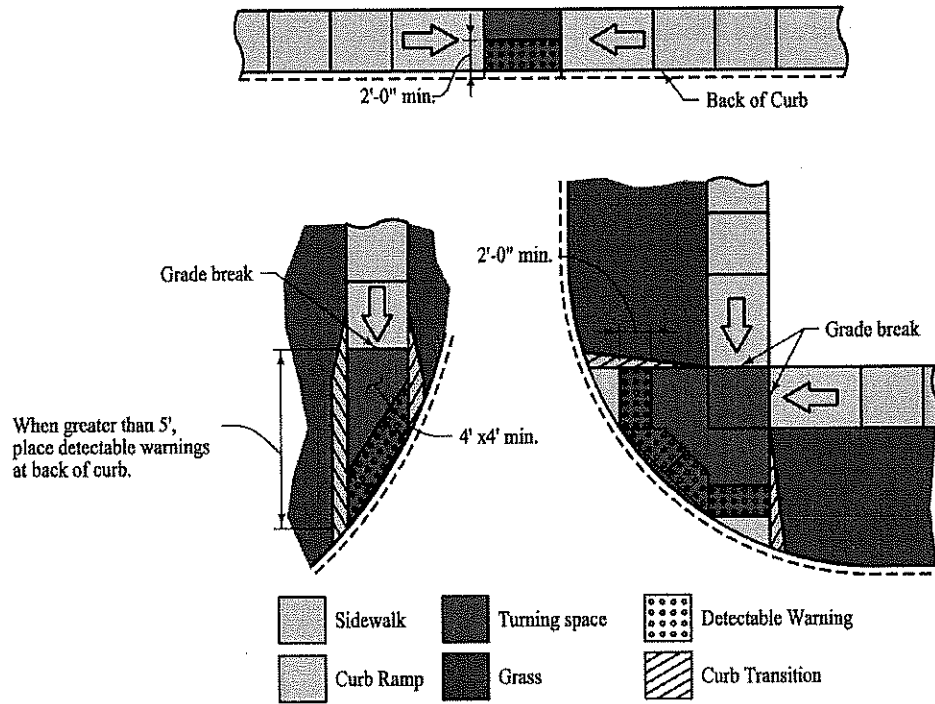


c. **Curb Ramp Design Considerations:**

- 1) **Combination Curb Ramps:** For many intersection configurations, a perpendicular curb ramp will not provide enough length to establish the top turning space at the sidewalk elevation; in these situations, a parallel curb ramp is often required to transition from the turning space up to the sidewalk elevation. The use of a perpendicular curb ramp from the curb to the turning space in conjunction with a parallel curb ramp between the turning space and the sidewalk elevation is referred to as a combination curb ramp. When transitioning from a turning space to sidewalk elevation on a steep street, it is not necessary to chase the grade. As noted in the technical requirements above, a parallel curb ramp is not required to exceed 15 feet in length, regardless of the resulting curb ramp slope. In practice, the parallel curb ramp should be extended to the next joint beyond 15 feet.
- 2) **Cross Slope Transition Segment:** When connecting to existing construction that is out of cross slope compliance, the cross slope transition should be completed beyond the parallel curb ramp or turning space; this recommendation eliminates the need to list this curb ramp in the transition plan. It is recommended this cross slope transition take place at 1% per foot or less. Typically, this can be accomplished in a single panel.
- 3) **Parking Slope:** In situations where the length of the perpendicular curb ramp is insufficient to bring the turning space up to sidewalk elevation, consider lowering the sidewalk and flattening the parking slope.

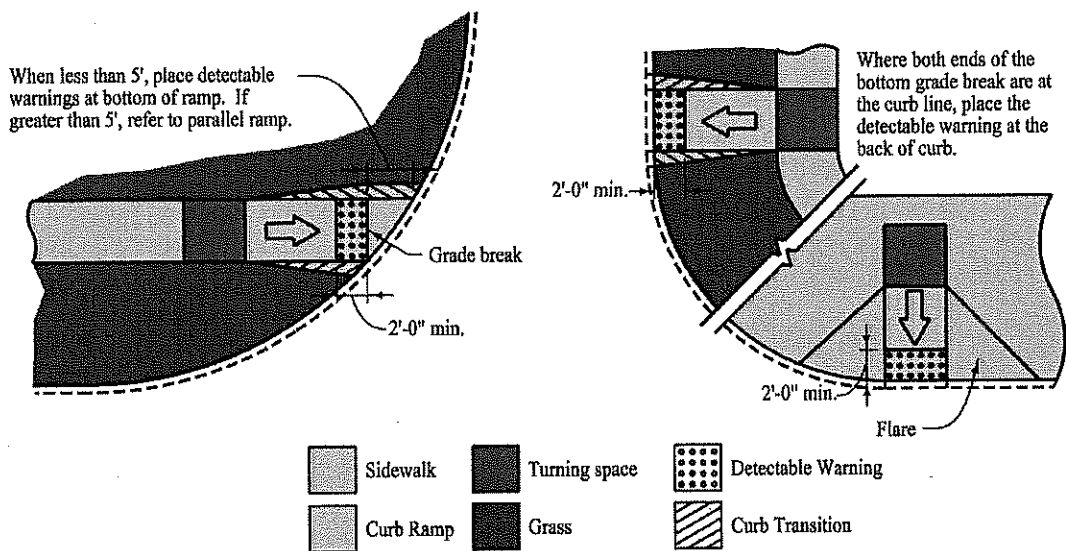
5. **Blended Transitions:** A blended transition is allowed but not recommended. Design and constructability is difficult to meet compliance requirements. In lieu of a blended transition, a curb ramp or standard sidewalk should be used.
6. **Detectable Warnings:**
 - a. **General:** Detectable warning surfaces are detected underfoot or with a cane by blind and low vision individuals. The warnings indicate the location of the back of curb. Detectable warnings also provide a visual queue to pedestrians with low vision and aid in locating the curb ramp across the street. For these reasons, the detectable warning shall contrast visually (light on dark or dark on light) from the surrounding paved surfaces (R305.1.3).
 - b. **Location:** Detectable warnings shall be installed at all pedestrian street crossings and at-grade rail crossings (R208.1). Detectable warning surfaces should not be provided at crossings of residential driveways since the pedestrian right-of-way continues across the driveway. Where commercial driveways are provided with yield control, stop control, or traffic signals at the pedestrian access route, detectable warnings should be installed at the junction between the pedestrian access route and the driveway (Advisory R208.1).
 - c. **Size:** Detectable warning surfaces shall extend a minimum of 2 feet in the direction of pedestrian travel and extend the full width of the curb ramp or pedestrian access route (R305.1.4).
 - d. **Dome Orientation:** On curb ramps, the rows of truncated domes should be aligned perpendicular to the grade break so pedestrians in wheelchairs can track their wheels between the domes. On surfaces less than 5% slope, dome orientation is less critical.
 - e. **Parallel Curb Ramps:** On parallel curb ramps, detectable warning shall be placed on the turning space at the back of curb (R305.2.2).

Figure 12A-2.08: Detectable Warnings on Parallel Curb Ramps



f. **Perpendicular Curb Ramps:** Placement of detectable warning varies based upon location of grade break as shown in Figure 12A-2.09.

Figure 12A-2.09: Detectable Warnings on Perpendicular Curb Ramps



- g. **Refuge Islands:** Where refuge islands are 6 feet wide or greater from back of curb to back of curb, detectable warning shall be placed at the edges of the pedestrian island and separated by a minimum 2 foot strip without detectable warnings. Where the refuge island is less than 6 feet wide, a 2 foot strip without detectable warnings cannot be installed. In these situations, detectable warnings shall not be installed at the island and the pedestrian signal must be timed for full crossing. (R208.1 and R208.2)
- h. **Rural Cross-section:** Detectable warnings should be placed similar to urban layouts, except at the edge of shoulder instead of the back of curb.

F. Bus Stop

1. **Bus Stop Pads:** New and altered bus stop pads shall meet the following criteria.
 - Provide a firm, stable, and slip resistant surface (R308.1.3.1).
 - Provide a minimum clear length of 8 feet (measured from the curb or roadway edge) and minimum clear width of 5 feet (measured parallel to the roadway) (R308.1.1.1).
 - Connect the pad to streets, sidewalks, or pedestrian circulation paths with at least one accessible route (R308.1.3.2).
 - The slope of the pad parallel to the roadway will be the same as the roadway to the maximum extent practicable (R308.1.1.2).
 - Provide a desirable cross slope of 1.5% up to a maximum cross slope of 2.0% perpendicular to the roadway (R308.1.1.2).
2. **Bus Shelters:** Where new or replaced bus shelters are provided, install or position them to allow a wheelchair user to enter from the public way. An accessible route shall be provided from the shelter to the boarding area. (R308.2)

G. Accessible Pedestrian Signals

An accessible pedestrian signal is an integrated device that communicates information about the WALK and DON'T WALK intervals at signalized intersections in a non-visual format (i.e. audible tones and vibrotactile surfaces) to pedestrians who have visual disabilities. Consistency throughout the pedestrian system is very important. Contact the Jurisdictional Engineer regarding the standards and equipment types that should be incorporated into the design of the accessible pedestrian system. Where new or altered pedestrian signals and pushbuttons are provided they shall comply with MUTCD 4E.08 through 4E.13. Operable parts shall comply with R403. (R209.1)

1. **New Pedestrian Signals:** Each new traffic signal project location should be evaluated to determine the need for accessible pedestrian signals. An engineering study should be completed that determines the needs for pedestrians with visual disabilities to safely cross the street (MUTCD 4E.09). The study should consider the following factors:
 - Potential demand for accessible pedestrian signals
 - Requests for accessible pedestrian signals by individuals with visual disabilities
 - Traffic volumes when pedestrians are present, including low volumes or high right turn on red volumes
 - The complexity of the signal phasing, such as split phasing, protected turn phases, leading pedestrian intervals, and exclusive pedestrian phases
 - The complexity of the intersection geometry

If a pedestrian accessible signal is warranted, audible tones and vibrotactile surfaces should be included. Pedestrian push buttons should have locator tones for the visually impaired individual to be able to access the signal.

2. **Existing Pedestrian Signals:** Excluding routine maintenance or repairs due to accidental damage, when the existing pedestrian signal controller and software are altered, or the pedestrian signal head is replaced, the pedestrian signals shall include accessible pedestrian signals and pushbuttons. (R209.2)

If pedestrian signals are non-compliant, upgrades are recommended but not required when alterations are being made to the pedestrian circulation path.

H. On-Street Parking

- When on-street parking is marked or metered, provide accessible parking spaces according to Table 12A-2.01 (R214 and R309.1).

Table 12A-2.01 On-Street Accessible Parking Spaces

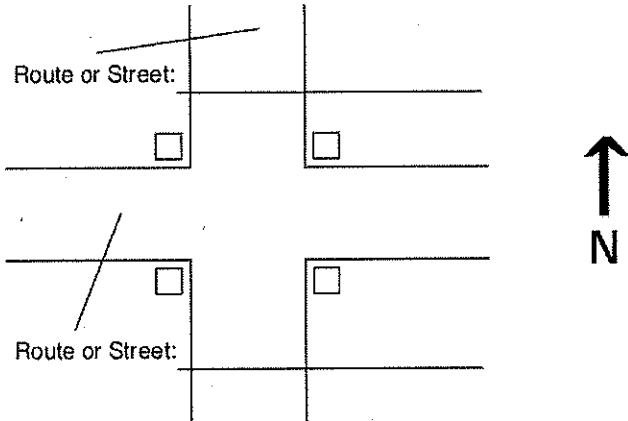
Total Number of Marked or Metered Parking Spaces on the Block Perimeter	Minimum Required Number of Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 and over	4% of total

- Identify accessible parking spaces by displaying signs with the International Symbol of Accessibility (R411).
- Comply with R403 Operable Parts for parking meters and pay stations that serve accessible parking spaces.
- Locate accessible parking spaces where the street has the least crown and grade (R309.1).
- Accessible parking spaces located at the end of the block can be served by the curb ramps or blended transitions at the pedestrian street crossing (R309.4).
- Keep sidewalks adjacent to parallel accessible parking spaces free of signs, street furniture, and other obstructions. Locate curb ramps or blended transitions so the van side-lift or ramp can be deployed to the sidewalk (R309.2)
- At parallel accessible parking spaces, locate parking meters at the head or foot of the parking space (R309.5.1). Ensure information is visible from a point located 3.3 feet maximum above the center of the clear space in front of the parking meter or parking pay station (R309.5.2).
- For areas where the sidewalk width or available right of way exceeds 14 feet, provide an access aisle 5 feet wide at street level the full length of the parallel parking space and connect it to a pedestrian access route (R309.2.1). When an access aisle is not provided due to the sidewalk or right-of-way not exceeding 14 feet, locate the accessible parallel parking space at the end of the block face (R309.2.2)
- Provide an 8 feet wide access aisle the full length of the parking space for perpendicular or angled accessible parking spaces. Two accessible parking spaces are allowed to share a common access aisle (R309.3).
- For perpendicular or angled spaces, connect the access aisle to the pedestrian access route with a curb ramp. Do not locate curb ramps within the access aisle (R309.4).

Accessibility Exceptions Certification

Agency Name: _____ Project Number: _____

Project Description: _____



As the registered professional engineer or landscape architect responsible for the design of this project, I do hereby verify the project described above has been designed to meet the Americans with Disabilities Act (ADA) accessibility requirements specified in Chapter 12 of the Iowa DOT Design Manual, except as indicated below.

Full compliance has been determined to be structurally impracticable for newly constructed facilities in the following specific locations for the following reasons:

Full compliance has been determined to be technically infeasible for altered existing facilities in the following specific locations for the following reasons:

Full compliance would create an unsafe condition in the following specific locations for the following reasons:

Additional supporting documentation, including drawings, calculations, or other information as appropriate is attached.

Email

Name: _____ Signature: _____

License Number: _____ Date: _____

Regular Council Meeting
April 5, 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 City Administrator Russ Farnum, City Clerk Sally Hinrichsen, Police Chief Britt Smith, Public Works Director Nick Kahler, Water/ Wastewater Superintendent Jim Tjaden, Park & Rec Director Jacob Oswald, Library Director Michelle Turnis and City Engineer Patrick Schwickerath. 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.

Lux moved to approve the consent agenda and Brighton seconded. Roll call: Ayes: Lux, Brighton, Yeoman and Langerman. Nays: Goedken and Hanken. Carried

Farnum received a request from McMATT Properties for Tax Incentive and Rebates for a self-storage improvement at 725 John Drive. McMATT Properties representative, Mike McDonough reviewed the request and plans to build the storage units. The building would be 30' deep with 47 units. Developers Jerry and Jeff Hinrichs stated when they platted the lot, it was designed for storage units. Yeoman advised he would support 90% rebate for first year with 10% decrease each year with last year a 10% rebate. Lux was okay with the proposed rebate but not the grant of \$20,000. Yeoman moved to approve a proposed tax rebate starting at 90% and decreasing 10% each year with last year being 10% and no grant payment. Langerman seconded, roll call unanimous. After further discussion, Lux moved to amend the motion to approve a proposed tax rebate starting at 90% and decreasing 10% each year with last two years being 10% for a total of 10 payments and no grant payment, Goedken seconded, roll call unanimous.

Mayor opened public hearing on proposed vacation of active road right of way generally described as 8½'x80' portion of Locust St lying SEly of Ely ext of S In OP Lot 51 & N of Energy Company Place Lot 1. Staff received no written comments and there were no oral comments. Mayor Wolken closed the hearing on proposed vacation of active road right of way generally described as 8½'x80' portion of Locust St lying SEly of Ely ext of S In OP Lot 51 & N of Energy Company Place Lot 1. Langerman moved to approve Resolution #2021-41 Vacating Roadway Right-of-Way and transferring same to adjacent property owners, Goedken seconded, roll call unanimous.

Mayor opened public hearing on proposed sale of property located at 103 West First Street. Derek Lumsden, Jones County Economic Director advised if Council didn't take action on the property located at 103 West First Street, that the City would miss the deadline for the Catalyst grant pre-application deadline. Lumsden stated he has a contractor willing to roof the North-South portion of the building for which the City received a Derelict Building Grant in 2020, to remove asbestos in both sections of the building and to replace the roof on the north-south section. The Derelict Building Grant needs to be completed by June 30, 2021, which Lumsden advised could be done. The Catalyst Grant pre-application deadline is April 15th. Council wanted assurance that the project would be completed in a timely matter, unlike the home on North Chestnut Street. Lumsden advised the State's agreement has remedies to ensure the work is completed and protect the City. Council reviewed the two RFPs that were received, one from Matt Kumley and another from Creative Concept Development LLC. Staff received no written comments and there were no oral comments. Mayor Wolken closed the hearing on proposed sale of property located at 103 West First Street. Kumley advised that he would work with the Creative Concept Development LLC, to complete the project. When asked, Mayor advised that Creative Concepts Development LLC was a local group. Hanken moved to approve Resolution #2021-42 to approve sale of property located at 103 West First Street, Brighton seconded, roll call unanimous. Langerman moved to amend the motion to approve Resolution #2021-42, adding to approve the sale to Creative Concepts Development as buyer, Goedken seconded, roll call unanimous except Yeoman, who abstained as he is in partnership with Creative Concepts Development. Hanken moved to approve Resolution #2021-42 approve sale of property located at 103 West First Street to Creative Concepts Development LLC, as amended, Brighton seconded, roll call unanimous except Yeoman, who abstained as he is in partnership with Creative Concepts Development.

Wolken read the Sexual Assault Awareness Month proclamation declaring April 2021 as Sexual Assault Awareness Month. Emily Parker, Associate Director for Riverview Center thanked the Council for their support and reviewed how they work with our community.

Tom Osborne, Chairman for the July 4th Parade Committee reviewed their request for support for this year's event, as the Chamber of Commerce Directors have decided they will not sponsor the event. The Chamber will be involved in an advisory and fiscal agent position, along with providing the Director's time as secretary-treasurer of the committee. The committee is working on fundraising to cover costs of holding the event and purchase liability protection. Goedken moved to approve a \$200 donation to the July 4th Parade Committee for 2021, Hanken seconded, roll call unanimous. Langerman moved to amend the motion to pay the donation from the hotel/motel tax fund, Yeoman seconded, roll call unanimous. Goedken moved to approve the amended motion to approve a \$200 donation to the July 4th Parade Committee for 2021 and to pay the donation from the hotel/motel tax fund. Hanken seconded, roll call unanimous.

Regular Council Meeting
April 5, 2021

Yeoman moved to approve Resolution #2021-43 Accepting FAA Grant Agreement, project No. 3-19-0061-011-2021, Monticello Airport Coronavirus Response Grant Program and directing the City's Designated Official to execute said grant agreement. Brighton seconded, roll call unanimous.

Goedken moved to approve Resolution #2021-44 Approving James W & Carole M Collier Tax Abatement Application related to Residential Improvements constructed at 501 Locust Court, Monticello, Iowa. Lux seconded, roll call unanimous.

Tjaden advised to repair the sewer jet nozzle would cost approximately \$2,000 and the proposed nozzles would cost \$3,705. The anti-blast nozzle feature would protect the property owner while they are jetting the lines. Langerman moved to approve Resolution #2021-45 Approving the purchase of the ENZ Bulldog Anti-blast Nozzle 1" and the Hydroexcavating Nozzle for the City Sewer Jet Truck from Mid-Iowa of Johnston, Iowa. Goedken seconded, roll call unanimous.

Yeoman moved to approve Ordinance #740 providing for the Division of Taxes levied on Taxable Property in the 2021 Addition to the Monticello Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa, third and final reading in title only. Goedken seconded, roll call unanimous

Goedken introduced and moved Ordinance #741 Amending the Code of Ordinances of the City of Monticello. Iowa, by repealing provisions pertaining to "Library Board of Trustees" as amended by Ordinance 739. Brighton seconded, roll call unanimous. Whereupon the Mayor declared the motion duly carried and said ordinance had been given its initial passage. Hanken moved to suspend the requirement that a proposed ordinance be considered and voted on for passage at two meetings prior to the meeting at which it is to be finally acted upon, as provided by Section 380.3 of the Code of Iowa, and that the Ordinance #741, be considered for final passage, Brighton seconded, roll call unanimous. Whereupon, Lux moved Ordinance #741 Amending the Code of Ordinances of the City of Monticello. Iowa, by repealing provisions pertaining to "Library Board of Trustees" as amended by Ordinance 739, third and final reading in title only. Goedken seconded, roll call unanimous.

Schwickerath reported on the work completed by Horsfield on the North Sycamore Street project. He also updated Council on the meeting with Cody from Horsfield and will continue to follow-up with Horsfield to ensure the work is completed. Schwickerath advised that Horsfield would address any service line leaks and AY McDonald representative would like to be on-site prior the repairs, if there is an additional leak.

Farnum advised he is working on various grants including for the Airport taxiway extension and apron extension grants; and the Hazardous Mitigation Grants. He is working on a number Economic Development projects like Mike McDonough's project for Council action. He is also working on three residential development projects.

Kahler advised the IDOT engineer firm with the Hwy 38 project contacted him. The IDOT would like to make all crosswalks and ramps ADA complaint. Kahler reviewed the proposed plan to address the issue on the NE corner of North Maple and First Street by Styles and Smiles. In order to make that corner ADA compliant, the IDOT would need to bump out the corner, which would narrow street down a bit. The other concerns are the mid-block crosswalks near VFW/Theisen's and at Grand China/Pocket Park. He reviewed these with Chief Smith and they feel the one by VFW and Theisen's could be removed, but feel it may be a good idea to keep the crosswalk by the Pocket Park and Grand China. These items are not required to be done, however, the IDOT proposes these changes to be as close as possible to ADA compliant. Council will visit the site at the next meeting to review these issues before making a decision. Schwickerath will provide ADA regulations for the Council to review.

Kahler reviewed issues with the sidewalk lights outside the Renaissance Center that shine on the flags. The lights have not been working and one was hit while removing snow. To replace the lights would cost \$1,500 plus cost of pulling new wiring. Kahler will look into lighting options.

Kahler advised the Library roof was leaking again after the 5-inch snow fall. There was a lot of snow in the attic from the copula louvers. Farnum stated the damper is temperature controlled in the louver to control the temperature and vent the attic. Brock Barnhart proposed building a new louver that is tipped more and has a mesh to prevent snow getting in, with a new catch tray for around \$5,200.

Tjaden reported Royal Flush is installing an injectors system that will produce a solid product at their site for them to haul, which should help at the Sewage Treatment Plant.

Turnis reported they are making plans for their summer reading program. Turnis stated that they added window tint to the library windows.

Wolken advised that he intends to follow the Robert's Rules of Order for the Council meeting, which should keep the motion moving, and keep the focus on the item being discussed. Wolken stated the USDA grants requires City to do Civil Rights training. We can watch a video individually, then hold a group discussion for the record and that will meet the requirements.

Smith stated the police department is exploring the possibility of restarting the K-9 Program. Officer Zach Buehler has offered to use his personally owned, trained K-9. With the Council's permission, they will be collecting donations to fund the program. The costs will be considerably less not having to purchase a K-9. Consensus of the Council was to proceed with the K-9 program fundraising.

Regular Council Meeting
April 5, 2021

Smith advised that they are planning a Traffic Safety Checkpoint Project in 2021, similar to the one held in 2019. The checkpoint will be held the week on May 31st along South Main Street.

Langerman moved to adjourn at 8:13 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - APRIL 8, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	March 22 - April 4, 2021				
Brian Bronemann	\$ 561.90	\$ -	0.00	0.00	\$ 466.23
Shelley Bronemann	208.00	-	0.00	0.00	177.75
Jacob Gravel	112.00	-	0.00	0.00	46.26
Ben Hein	331.30	-	0.00	0.00	281.72
David Husmann	111.50	-	0.00	0.00	95.82
Mary Intkekofer	1,864.00	-	0.00	0.00	1,285.91
Nick Kahler	96.00	-	0.00	0.00	82.51
Brandon Kent	1,864.00	-	1.13	1.13	1,218.69
Lori Lynch	2,024.00	-	0.00	0.00	1,379.02
Mandy Norton	393.90	-	0.00	0.00	312.85
Shelly Searles	1,864.00	-	0.00	6.00	1,270.56
Sabrina Strella	255.08	-	0.00	0.00	209.54
Jenna Weih	1,911.18	69.23	0.00	0.00	1,401.56
Curtis Wyman	1,808.00	-	11.25	59.63	1,229.65
TOTAL AMBULANCE	\$ 13,404.86	\$ 69.23	12.38	66.76	\$ 9,458.07
CEMETERY	March 20 - April 2, 2021				
Dan McDonald	\$ 1,700.00	\$ -	0.00	0.00	\$ 1,232.40
TOTAL CEMETERY	\$ 1,700.00	\$ -	0.00	0.00	\$ 1,232.40
CITY HALL	March 21 - April 3, 2021				
Cheryl Clark	\$ 1,728.00	\$ -	0.00	43.50	\$ 1,171.69
Russ Farnum	3,653.85	-	0.00	0.00	2,495.93
Sally Hinrichsen	2,550.27	-	0.00	0.00	1,611.08
Nanci Tuel	1,580.62	50.22	0.00	0.00	1,046.95
TOTAL CITY HALL	\$ 9,512.74	\$ 50.22	0.00	43.50	\$ 6,325.65
FIRE	March 22 - April 4, 2021				
Joe Bayne	\$ 125.00	\$ -	0.00	0.00	\$ 115.44
Chris Hinrichs	60.00	-	0.00	0.00	55.41
Billy Norton	100.00	-	0.00	0.00	85.94
Paul Warner	100.00	-	0.00	0.00	92.35
TOTAL FIRE	\$ 385.00	\$ -	0.00	0.00	\$ 349.14
LIBRARY	March 22 - April 4, 2021				
Molli Hunter	\$ 684.44	\$ -	0.00	0.00	\$ 556.81
Penny Schmit	1,132.00	-	0.00	0.00	628.88
Michelle Turnis	1,655.77	-	0.00	0.00	1,034.47
TOTAL LIBRARY	\$ 3,472.21	\$ -	0.00	0.00	\$ 2,220.16
MBC	March 22 - April 4, 2021				
Jacob Oswald	\$ 2,038.46	\$ -	0.00	0.00	\$ 1,533.53
Shannon Poe	1,624.23	-	0.00	0.00	1,115.58
TOTAL MBC	\$ 3,662.69	\$ -	0.00	0.00	\$ 2,649.11
POLICE	March 22 - April 4, 2021				
Zachary Buehler	\$ 2,037.00	\$ -	0.00	0.00	\$ 1,511.44
Peter Fleming	2,142.00	-	0.00	24.50	1,515.75
Dawn Graver	2,400.00	-	0.00	0.00	1,726.29
Erik Honda	2,415.00	-	0.00	10.00	1,794.69

PAYROLL - APRIL 8, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE (cont.)					
Jordan Koos	2,436.00	-	0.00	5.00	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
TOTAL POLICE	\$ 18,413.55	\$ -	0.00	39.50	\$ 13,477.84
ROAD USE					
	March 20 - April 2, 2021				
Zeb Bowser	\$ 1,700.00	\$ -	0.00	0.00	\$ 1,251.03
TOTAL ROAD USE	\$ 1,700.00	\$ -	0.00	0.00	\$ 1,251.03
SANITATION					
	March 20 - April 2, 2021				
Michael Boyson	\$ 1,700.00	\$ -	0.00	0.00	\$ 1,195.94
Nick Kahler	2,079.81	-	0.00	0.00	1,432.94
TOTAL SANITATION	\$ 3,779.81	\$ -	0.00	0.00	\$ 2,628.88
SEWER					
	March 20 - April 2, 2021				
Tim Schultz	\$ 1,826.00	\$ 66.00	0.00	40.13	\$ 1,268.69
Jim Tjaden	2,346.15	-	0.00	0.00	1,701.48
TOTAL SEWER	\$ 4,172.15	\$ 66.00	0.00	40.13	\$ 2,970.17
WATER					
	March 20 - April 2, 2021				
Daniel Pike	\$ 1,874.85	\$ -	0.00	0.00	\$ 1,382.51
TOTAL WATER	\$ 1,874.85	\$ -	0.00	0.00	\$ 1,382.51
TOTAL - ALL DEPTS.	\$ 62,077.86	\$ 185.45	12.38	189.89	\$ 43,944.96

PAYROLL - APRIL 9, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE					
Carter Bronemann	\$ 95.18	\$ -	0.00	0.00	\$ 61.42
Dawn Brus	246.00	-	0.00	0.00	202.13
David Husmann	44.60	-	0.00	0.00	38.32
Mary Intkekofer	1,911.10	-	0.00	0.00	1,327.96
Brandon Kent	2,158.30	-	0.00	1.13	1,597.15
Lori Lynch	2,304.56	-	0.00	0.00	1,634.10
Shelly Searles	2,090.60	-	0.00	6.00	1,479.86
Jeff Silver	43.50	-	0.00	0.00	37.29
Chris Szymanowski	1,461.45	-	0.00	0.00	1,126.14
Jenna Weih	775.91	-	0.00	0.00	607.91
Curtis Wyman	604.19	-	0.00	59.63	418.22
TOTAL AMBULANCE	\$ 11,735.39	\$ -	0.00	66.76	\$ 8,530.50

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
ALTORFER INC.	PD BLDG REPAIR/MAINT	496.50			
BLADE PEST CONTROL INC	PD PEST CONTROL	41.00			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	172.50			
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00			
KIECK'S CAREER APPAREL	PD MINOR EQUIPMENT	398.00			
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	896.87			
MONTICELLO EXPRESS INC	PD SUPPLIES	179.99			
	110 POLICE DEPARTMENT TOTAL		2,484.86		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	259.86			
	230 STREET LIGHTS TOTAL		259.86		
CEMETERY					
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - FEB-MAR	675.00			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	363.15			
MONTICELLO EXPRESS INC	CEMETERY ADVERTISING	171.20			
TRI COUNTY PROPANE LLC	CEMETERY GROUNDS SUPPLIES	265.98			
	450 CEMETERY TOTAL		1,475.33		
SOLDIER'S MEMORIAL BOARD					
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	39.74			
	498 SOLDIER'S MEMORIAL BOARD TOTAL		39.74		
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES	487.50			
	620 CLERK/CITY ADMIN TOTAL		487.50		
CITY HALL/GENERAL BLDGS					
BAKER PAPER CO INC	CH BUILDING SUPPLIES	85.93			
BLADE PEST CONTROL INC	CH PEST CONTROL	68.00			
CREATIVE FORMS & CONCEPTS, INC	CH OFFICE SUPPLIES	562.78			
FAREWAY STORES #840-1	CH MEETING SUPPLIES	5.50			
INFRASTRUCTURE TECHNOLOGY	CH ADOBE ACROBAT PRO	2,239.82			
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES	59.96			
KOCH BROTHERS, INC.	COPIER MAINTENANCE	227.97			
LASLEY ELECTRIC LLC	CH BLDG REPAIR/MAINT	63.66			
MONTICELLO EXPRESS INC	CH ADVERTISING	803.85			
TCH BANK NA	CH OFFICE SUPPLIES	71.95			
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	79.47			
	650 CITY HALL/GENERAL BLDGS TOTAL		4,268.89		
	001 GENERAL TOTAL		9,016.18		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO BERNDES CENTER					
PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC	1,017.92			
BLADE PEST CONTROL INC	MBC PEST CONTROL	68.00			
CLARK EQUIPMENT COMPANY	MBC SNOW BLADE	1,797.40			
KALYN HOWE	MBC DAMAGE DEPOSIT REFUND	200.00			
MOLLI JENN HUNTER	JANITORIAL SERVICES	281.25			
JOHN DEERE FINANCIAL	MBC BLDG REPAIR/MAINT	37.95			
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	115.55			
SPAHN & ROSE LUMBER CO INC	MBC BLDG REPAIR/MAINT	26.85			
TCM BANK NA	MBC LEAGUE SUPPLIES	24.77			
TREASURER STATE OF IOWA	SALES TAX - MARCH	394.97			
	430 PARKS TOTAL		3,964.66		
	005 MONTICELLO BERNDES CENTER TOTAL		3,964.66		
DARE					
POLICE DEPARTMENT					
CREATIVE PRODUCT SOURCING INC	DARE T-SHIRTS	90.40			
MONTICELLO SPORTS	DARE SHIRTS	198.00			
TCM BANK NA	DARE-DOGS FOR LAW ENFORCEMENT	440.00			
	110 POLICE DEPARTMENT TOTAL		728.40		
	008 DARE TOTAL		728.40		
FIRE					
FIRE					
DANKO EMERGENCY EQUIPMENT INC	FIRE EQUIP REPAIR/MAINT	218.25			
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING - REYNER	100.00			
JOHN DEERE FINANCIAL	FIRE VEHICLE OPERATING	11.98			
KIRKWOOD COMMUNITY COLLEGE	FIRE BLS PROVIDER CLASS	210.00			
LAPORTE MOTOR SUPPLY	FIRE EQUIP REPAIR/MAINT	3.67			
MERCY PHYSICIAN ASSOCIATES	FIRE PHYSICAL - BOLLWITT	1,575.00			
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	23.76			
RADIOLOGY CONSULTANTS OF IOWA	FIRE PHYSICAL - TAYLOR	34.00			
	150 FIRE TOTAL		2,176.66		
	015 FIRE TOTAL		2,176.66		
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	169.55			
ALTORFER INC.	AMB BLDG REPAIR/MAINT	496.50			
BLADE PEST CONTROL INC	AMB PEST CONTROL	41.00			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	249.68			
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	736.93			
TCM BANK NA	AMB DUES - BOARD OF PHARMACY	362.00			
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES	1,143.98			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES	100.80			
	160 AMBULANCE TOTAL	3,300.44			
	016 AMBULANCE TOTAL	3,300.44			
HOTEL/MOTEL TAX					
HOTEL/MOTEL					
MONTICELLO CHAMBER OF COMMERCE JULY 4TH PARADE		200.00			
	699 HOTEL/MOTEL TOTAL	200.00			
	018 HOTEL/MOTEL TAX TOTAL	200.00			
POLICE IMPROVEMENT					
POLICE DEPARTMENT					
DENNIS J GRAY	POLICE IMP LOCK BOX	75.00			
	110 POLICE DEPARTMENT TOTAL	75.00			
	026 POLICE IMPROVEMENT TOTAL	75.00			
LIBRARY IMPROVEMENT					
LIBRARY					
INFRASTRUCTURE TECHNOLOGY	LIB IMP DESKTOP COMPUTER	1,410.00			
TCM BANK NA	LIB IMP PROGRAMS/PROMOTIONS	1,597.01			
	410 LIBRARY TOTAL	3,007.01			
	030 LIBRARY IMPROVEMENT TOTAL	3,007.01			
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS	2.39			
BRENT HUSMANN	LIB WINDOW VINYL	3,060.00			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50			
MOLLI JENN HUNTER	JANITORIAL SERVICES	187.50			
INFRASTRUCTURE TECHNOLOGY	LIB DATA PROCESSING	1,002.50			
JOHN DEERE FINANCIAL	LIB BUILDING SUPPLIES	11.99			
OVERDRIVE	LIB AUDIO RECORDINGS	6.67			
TCM BANK NA	LIB OFFICE SUPPLIES	514.11			
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	39.74			
	410 LIBRARY TOTAL	4,830.40			
	041 LIBRARY TOTAL	4,830.40			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SUPER MAC FUND					
SUPER MAC FUND					
DB ACOUSTICS INC	SUPER MAC AUDIO/VIDEO UPDATE	17,367.20			

	499 SUPER MAC FUND TOTAL	17,367.20			

	045 SUPER MAC FUND TOTAL	17,367.20			
AIRPORT					
AIRPORT					
INSURANCE ASSOCIATES, INC.	AIRPORT INSURANCE	2,412.00			
MCALFEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	55.55			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	60.58			

	280 AIRPORT TOTAL	2,528.13			

	046 AIRPORT TOTAL	2,528.13			
ROAD USE					
STREETS					
ACME ELECTRIC MOTORS INC	RU SUPPLIES	16.98			
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	111.93			
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES	511.06			
BROWN SUPPLY CO INC	RU VEHICLE OPERATING SUPPLIES	330.00			
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	275.74			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	24.64			
JAROD MCELMEEL	RU STREET MAINTENANCE SUPPLIES	500.00			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	1,170.05			
SPAHN & ROSE LUMBER CO INC	RU STREET MAINTENANCE SUPPLIES	56.95			
ST. LUKE'S METHODIST HOSPITAL	RU OSHA - SCOTT	35.00			
TCM BANK NA	RU POSTAGE	30.80			
WHITE HAWK PLUMBING & HEATING	RU STREET MAINTENANCE SUPPLIES	350.27			

	210 STREETS TOTAL	3,413.42			
SNOW REMOVAL					
KROMMINGA MOTORS INC	RY SNOW REMOVAL	3,535.00			

	250 SNOW REMOVAL TOTAL	3,535.00			

	110 ROAD USE TOTAL	6,948.42			
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
PENNY SCHMIT	LIB GEHRET PROGRAMMING	6.12			

	410 LIBRARY TOTAL	6.12			

	178 TRUST/SLAVKA GEHRET FUND TOTAL	6.12			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
PARK IMPROVEMENT CAPITAL PROJECTS EMBLEMS INC	PARK IMP CHILD CANCER PATCHES		441.00		
	750 CAPITAL PROJECTS TOTAL		441.00		
	313 PARK IMPROVEMENT TOTAL		441.00		
TRUST/IOMA MARY BAKER LIBRARY INFRASTRUCTURE TECHNOLOGY	LIB BAKER TECH SUPPORT FEES		345.00		
	410 LIBRARY TOTAL		345.00		
	503 TRUST/IOMA MARY BAKER TOTAL		345.00		
WATER WATER					
HAWKINS WATER TREATMENT	WATER SUPPLIES		15.00		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		784.50		
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING		18.00		
LAPORTE MOTOR SUPPLY	WATER VEHICLE OPERATING		3.14		
MONTICELLO COMM SCHOOL DISTRCT	WATER FUEL		149.51		
MUNICIPAL SUPPLY INC	WATER SUPPLIES		1,192.00		
TCM BANK NA	WATER DIST II CERT FEE - PIKE		31.15		
TREASURER STATE OF IOWA	WATER EXCISE TAX - MARCH		1,874.52		
	810 WATER TOTAL		4,067.82		
	600 WATER TOTAL		4,067.82		
SEWER SEWER					
ALLIANT ENERGY-IES	1105 E FIIRST ST		3,603.31		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		8.91		
HACH COMPANY	SEWER LAB SUPPLIES		263.62		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		3,079.00		
JOHN DEERE FINANCIAL	SEWER SUPPLIES		29.69		
MID-IOWA SOLID WASTE EQUIP CO	SEWER EQUIP REPAIR/MAINT		3,705.00		
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL		149.54		
MSA SAFETY SALES LLC	SEWER BLDG REPAIR/MAINT		390.00		
TCM BANK NA	SEWER CONFERENCE - TJADEN		397.72		
TREASURER STATE OF IOWA	SALES TAX - MARCH		818.22		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		1,408.33		
UNITY POINT CLINIC -	SEWER OSHA - TJADEN		42.00		
	815 SEWER TOTAL		13,895.34		
	610 SEWER TOTAL		13,895.34		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SANITATION					
SANITATION					
JONES COUNTY SOLID WASTE	4TH QTR '21 ASSESSMENT	4,745.00			
MONTICELLO EXPRESS INC	SANITATION ADVERTISING	87.20			
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	11,309.00			
TREASURER STATE OF IOWA	SALES TAX - MARCH	908.96			
	840 SANITATION TOTAL		17,050.16		
	670 SANITATION TOTAL		17,050.16		
YARD WASTE SITE					
SANITATION					
TREASURER STATE OF IOWA	SALES TAX - MARCH	236.61			
	840 SANITATION TOTAL		236.61		
	675 YARD WASTE SITE TOTAL		236.61		
STORM WATER					
STORM WATER FUND					
TREASURER STATE OF IOWA	SALES TAX - MARCH	159.72			
	865 STORM WATER FUND TOTAL		159.72		
	740 STORM WATER TOTAL		159.72		
	Accounts Payable Total		90,344.27		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME		AMOUNT
001	GENERAL	9,016.18
005	MONTICELLO BERNDEN CENTER	3,964.66
008	DARE	728.40
015	FIRE	2,176.66
016	AMBULANCE	3,300.44
018	HOTEL/MOTEL TAX	200.00
026	POLICE IMPROVEMENT	75.00
030	LIBRARY IMPROVEMENT	3,007.01
041	LIBRARY	4,830.40
045	SUPER MAC FUND	17,367.20
046	AIRPORT	2,528.13
110	ROAD USE	6,948.42
178	TRUST/SLAVKA GEHRET FUND	6.12
313	PARK IMPROVEMENT	441.00
503	TRUST/IOMA MARY BAKER	345.00
600	WATER	4,067.82
610	SEWER	13,895.34
670	SANITATION	17,050.16
675	YARD WASTE SITE	236.61
740	STORM WATER	159.72

TOTAL FUNDS		90,344.27

City of Monticello
Bank Reconciliation Report
For the Month of March 2021

Bank Balance		
General Checking	\$1,906,302.95	
Property Tax & Water	\$2,451,267.80	
Soldiers Memorial Ckg	\$7,153.48	
Earl F Lehmann Trust	\$238.26	
DuTrac Savings	\$0.00	
Soldier Memorial Money Market	\$6,456.94	
	<u> </u>	
Total Bank Balance		\$4,371,419.43
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
	<u> </u>	
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$0.00	
	<u> </u>	
Total Outstanding Credit Card Pymts		\$0.00
Less Outstanding Checks:		
Financial/Payroll	\$28,940.61	
Soldiers Memorial	\$0.00	
	<u> </u>	
Total Outstanding Checks		\$28,940.61
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$950.00	
	<u> </u>	
Total Investments		\$950.00
Treasurer's Balance		<u><u>\$4,343,428.82</u></u>

Prepared By: Sally Hinrichsen 4/10/2021
Sally Hinrichsen, City Clerk

Reviewed by: Doug Herman 4-10-21
Doug Herman, City Administrator

City of Monticello - Monthly Summary -March 1st thru 31st, 2021

Reviewed by: *[Signature]*

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
GENERAL FUNDS:															
	General	719831.15	144483.95	1560.58	8703.39	134942.97	29166.75	710475.35	775.00	659321.60	50376.75	7153.48	6456.94		710475.35
	Soldiers Memorial Board	13800.71	175.00	0.31		365.60		13610.42							13610.42
	Monticello Berndes Center	-34267.99	10133.88			31294.15		-55428.26	100.00	-55528.26					-55428.26
	Dare	7087.69		6.99				7094.68		7094.68					7094.68
	Insurance Fund	37490.60		36.97				37527.57		16970.56	20557.01				37527.57
	Monticello Trees Forever	28935.33		29.53				28964.86		28964.86					28964.86
	Fire	92004.15		90.74				76872.02		62073.04	14796.98				76872.02
	Ambulance Operating	88790.52	17340.01	87.57	18750.00	15222.87		84702.95		84702.95					84702.95
	Hotel/Motel Tax Fund	22620.11	4463.97	22.31		939.07		26167.32		26167.32					26167.32
	Earl F Lehmann Trust	236.23		0.03				238.26		1800.00		238.26			238.26
	Street Bond	1800.00						1800.00		1800.00					1800.00
	Police Improvement	18.45	32.00	0.02				50.47		50.47					50.47
	Library Improvement	32772.45	960.87	32.32		961.37		32824.27		4500.25	28324.02				32824.27
	Library	35938.67	455.52	35.27	10416.75	15832.79		30913.42	75.00	25767.13	5081.29				30913.42
	Equipment Set-A-Side	21185.41	5000.00	17.54			8709.39	17493.56		8891.90	17493.56				17493.56
	Super Mac	10756.69		10.61		1875.40		8891.90		8891.90					8891.90
	Airport	89156.56	3577.16	87.94		34790.96		58030.70		58030.70					58030.70
	Revolving Loan Fund	41937.07		41.35				41978.42		15418.94	26559.48				41978.42
SPECIAL REVENUE FUNDS:															
	Road Use Tax	522124.11	16520.11			54475.70		484168.52		95594.95	384573.57				484168.52
	Road Use Tax Set-Aside	64.94		0.06				65.00		65.00					65.00
	Employee Benefits	329290.07	22612.82	324.78		34763.67		317463.80		18089.56	299374.24				317463.80
	TIF Tax Collections	204962.32	15562.21	313.68				220838.21		196631.47	25206.74				220838.21
	Slavka Gehret Trust	206204.04		203.37		717.10		206690.31		19306.83	186383.48				206690.31
	Police Forfeiture Acct	1163.19		1.15				1164.34		1164.34					1164.34
DEBT SERVICE FUNDS:															
	Debt Service	300518.04	19237.28	296.40				320051.72		196689.95	120382.77				320051.72
	TIF - Debt Payments	0.00		0.00				0.00							0.00
PERMANENT FUNDS:															
	Park Improvements	-14678.43	195.00			58.00		-14542.43		-14542.43					-14542.43
	Library Capital Improvements	9599.94		9.47				9609.41		9609.41					9609.41
	Ambulance Improvements	77082.28	500.00	76.02				77658.30		500.00	77158.30				77658.30
	TIF Projects	113265.95						113265.95		34765.95	78500.00				113265.95
	Cemetery Improvements	58067.54	410.00	241.80				58719.34		9825.14	48794.20				58719.34
	Capital Improvements	344319.09	7454.70	388.91				352162.70		46565.53	305597.17				352162.70
	Youth Baseball & Softball	0.00						0.00							0.00
	Low Income Housing	15219.62		15.01				15234.63		10944.57	15234.63				15234.63
	Baty Disc Golf Course	5487.16	5620.00	5.42				11122.58		243.31	7906.47				11122.58
	Mary Maxine Redmond Trust	8141.75		8.03				8149.78		5416.09	5004.93				8149.78
	Pocket Park	10405.83		15.19				10421.02		10421.02					10421.02
PERMANENT FUNDS:															
	Cemetery Perpetual Care	169989.10	460.00					170449.10		27962.30	142486.80				170449.10
	Charles S Bidwell Book Trust	82910.12		81.77		165.45		82828.44		2789.74	80042.70				82828.44
	Iona Mary Baker Trust	39026.74		38.49		44.34		39020.89		225.61	38795.28				39020.89
ENTERPRISE FUNDS:															
	Water Operating	200230.86	37137.49	271.46		30497.92		207141.99		68282.49	138859.50				207141.99
	Customer Deposits	93360.70	1050.00			660.00		93750.70		12178.14	81572.56				93750.70
	Water Capital Improvements	12197.57	539.02	58.06				12794.65		7008.12	5786.53				12794.65
	Sewer Operating	262888.94	47511.53	333.25		56082.28		254651.44		48278.06	208373.38				254651.44
	Sewer Capital Improvements	79969.57	539.02	124.92		6750.00		79903.51		41044.99	32858.52				79903.51
	Sanitation	50238.47	46019.37	49.55		40282.46		56024.93		56024.93					56024.93
	Sanitation Capital Improvements	8459.42		8.34				8467.76		8467.76					8467.76
	Yard Waste	13428.38	3764.57	13.24		236.21		16969.98		16969.98					16969.98
	Storm Water fund	11310.33	2540.55	16.09		159.13		13707.84		8702.91	5004.93				13707.84
	Self Funded Insurance	0.00						0.00							0.00
AGENCY FUNDS															
	Flex Spending	161.02						161.02		161.02					161.02
	Enterprise Flex Spending	107.48						107.48		107.48					107.48
TOTAL OF ALL FUNDS															
		4425541.94	414316.03	4954.54	37876.14	501383.69	37876.14	4343428.92	950.00	1877362.34	2451267.80	7391.74	6456.94	0.00	4343428.92

City of Monticello
Cash On Hand By Bank
For March 31, 2021

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
Account type & number					
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.26	0.150	N/A		Earl F Lehmann Trust
Total by Bank	\$238.26				
Dutrac Credit Union					
Total by Bank	\$0.00				
Regions Banks					
Checking # 0002959379	\$7,153.48		N/A		Soldiers Memorial
Money Market #0087688689	\$6,456.94				Soldiers Memorial
Total by Bank	\$13,610.42				
Fidelity Bank & Trust					
Total by Bank	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$1,906,302.95	1.2	N/A		General Checking
Property Tax & Water #40001992	\$2,451,267.80	1.2	N/A		General Savings
Total by Bank	\$4,357,570.75				
Total Cash on Hand- All Banks	\$4,371,419.43				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$0.00				
Less Outstanding Checks	\$28,940.61				
Treasurer's Balance	\$4,343,428.82				

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

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

City Council Meeting
Prep. Date: 4/15/21
Preparer: Russell Farnum



Agenda Item: #
Agenda Date: 04/19/2021
1

Communication Page

Agenda Items Description: Further Discussion on McMATT Properties proposal for financial assistance

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

Attachments & Enclosures:

Request for discussion

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Further discussion on Mike McDonough’s request for financial assistance for McMATT properties, for property at John Street and Valley Drive.

Background Information: Direction from Council at the April 5 meeting was to provide a 10-year tax abatement, beginning at 90%, and working down from there in 10% increments, also with no up-front grant. While working with McDonough on the revised proposal, the City Administrator discovered that several mistakes had been made in the prior projections, which made it appear that the prior request was much higher than the City would normally provide.

The revised projections, following the Council’s prior direction, are attached. Per Council direction and after correcting the prior mistakes, the overall rebate would be about \$27,000 after 10 years, or under 8% of the total project costs.

McDonough is reviewing this as well, and would like to discuss this matter with the Council again at the April 19 meeting.

Staff Recommendation: Further Council discussion and direction is requested.

McMatt Self Storage
Initial Plans - REVISED projections

1.25 Acres	30k Building (Storage)									
\$ 378,000	Investment									
Assumptions				Est Value	Taxable Value	Increment (new) Taxable Value				
Land	1.19 ac	45946	\$0.675 psf	\$ 35,000	\$ 35,000	\$ -	(estimated land value is already taxed)			
Bldg		13560 sqft	\$14 psf	\$ 189,840	\$ 189,840	\$ 170,856	90% of building value			
Year	Rebate (%)	Total Tax paid	Net Increment	Amt Rebated	Running Total of Rebate	\$	6,120.86	New tax on building		
2022	100	\$ 7,374.72	\$ 4,944	\$ 4,944	\$ 4,944	\$	1,253.9	Existing tax on land		
2023	90	\$ 7,374.72	\$ 4,944	\$ 4,450	\$ 9,394	\$	7,374.72	Total tax (developed)		
2024	80	\$ 7,374.72	\$ 4,944	\$ 3,955	\$ 13,349	\$	4,944	Net TIF Tax Revenue:		
2025	70	\$ 7,374.72	\$ 4,944	\$ 3,461	\$ 16,810	\$				
2026	60	\$ 7,374.72	\$ 4,944	\$ 2,966	\$ 19,776	\$				
2027	50	\$ 7,374.72	\$ 4,944	\$ 2,472	\$ 22,248	\$				
2028	40	\$ 7,374.72	\$ 4,944	\$ 1,978	\$ 24,226	\$				
2029	30	\$ 7,374.72	\$ 4,944	\$ 1,483	\$ 25,709	\$				
2030	20	\$ 7,374.72	\$ 4,944	\$ 989	\$ 26,698	\$				
2031	10	\$ 7,374.72	\$ 4,944	\$ 494	\$ 27,192	\$				
		\$ 73,747.23								
				\$ 27,192	Total Incentive					
								7.193650794 % of total project (@ \$378,000)		

City Council Meeting
 Prep. Date: 4/12/2021
 Preparer: Sally Hinrichsen



Agenda Item: # 3
 Agenda Date: 04/19/2021

Communication Page

Agenda Items Description: Resolution to acknowledge Monticello Public Library Director and staff Wage Increases for FY 2021

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The Library Board set wages and the Council formally acknowledges them so that a “record” exists for the City Clerk’s Office to use when calculating payroll

Background Information: The Library Director has advised City Staff of payroll increases for library staff as approved by the Library Board.

The increases are as follows:

Michelle Turnis	\$43,050 to \$44,341.50
Penny Schmidt	\$14.15 to \$14.86
Molli Hunter	\$11.75 to \$12.34

As we have discussed, the Board has power to set wages and to spend money. Therefore, the Council is not approving the proposed wage increases, just acknowledging them.

Staff Recommendation: Staff recommends that the Council approve the proposed resolution acknowledging the above wage increases.

The City of Monticello, Iowa

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

RESOLUTION

To Acknowledge Monticello Library Director and Staff wages for FY '22

WHEREAS, Most City employees' wages are covered by a collective bargaining agreement where wages are pre-determined, and some are covered by employment agreements where wages and planned increases were bargained for and previously determined, and

WHEREAS, the Library Director and Library staff are not covered by the CBA and their wages are set by the Library Board, and

WHEREAS, The Library Board has approved staff wage increases for FY '20 as follows:

Michelle Turnis	\$43,050 to \$44,341.50 (Annual)
Penny Schmit	\$14.15 to \$14.86
Molli Hunter	\$ 11.75 to \$12.34

and

WHEREAS, the Council recognizes that the Library Board is vested with the power to set library staff wages and that the purpose of the Council approval of this Resolution is to acknowledge the wage increases and to give direction to the City Payroll Clerk.

NOW THEREFORE BE IT RESOLVED that the City Council of Monticello, Iowa does hereby acknowledge the wage increases noted herein.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of April, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
 Prep. Date: 4/15/21
 Preparer: Russell Farnum



Agenda Item: # 4
 Agenda Date: 04/19/2021

Communication Page

Agenda Items Description: Resolution to approve FY '22 Wages for Non-Bargaining Staff

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Proposed wage increases for employees that are not covered by a bargaining agreement.

Background Information: The following wage increases are for Council consideration for non-bargaining unit staff.

The Public Works Director, City Clerk, Lead Paramedic, Park and Rec. Director, Assistant Park and Recreation Director, should receive a salary increase of 3% to take effect with the 1st pay period including July 1, 2021. This amount maintains equity with the bargaining units.

Nick Kahler (Director of Public Works)	\$55,697.25
Sally Hinrichsen (City Clerk)	\$68,296.21
Lori Lynch (Lead Paramedic)	\$26.10/hour
Jacob Oswald (Park and Rec Director)	\$54,590.00
Shannon Poe (Asst. Park and Rec. Director)	\$43,496.90

Council had previously approved an annual increase to the salary of Water / Wastewater Superintendent Jim Tjaden in the amount of \$3,000 per year with the pay period that includes July 1, 2021, July 1, 2022, July 1, 2023, and July 1, 2024, which will bring Jim to the following salary:

Jim Tjaden (Water/Wastewater Superintendent)	\$64,000.00
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Similarly, Police Chief Britt Smith has an employment agreement that calls for a 2.5% raise (however, the Council may choose to go higher, to match the other staff raises at 3%), which would be as follows:

Britt Smith (Police Chief)	\$79,847.50 (2.5%)	\$80,237.00 (3%)
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When hired, City Administrator Russ Farnum also agreed to a raise of whatever the other non-bargaining staff received in July. However, Council may wish to choose whether Farnum receives a 2.5% raise in line with the Police Chief, or a 3% raise similar to the other staff, which would be as follows:

Russ Farnum (City Administrator)	\$97,375.00 (2.5%)	\$97,850.00 (3%)
----------------------------------	--------------------	------------------

Staff Recommendation:

The Staff has performed with exceptional merit this past year, as several Department Heads excelled in their new roles and others took on additional duties. Everyone stepped up and kept the City operating smoothly through the City Administrator transition.

Increases of 3% for the Public Works Director, City Clerk, Lead Paramedic, Park and Rec. Director, and Assistant Park and Recreation Director are recommended. A \$3,000 raise in line with prior agreements is recommended for the Water/Wastewater Superintendent.

A City Council decision on the Police Chief and City Administrator raises is requested. Please note the accompanying resolution was drafted to include 3% raises, if the Council chooses to change that percentage the resolution will need to be amended accordingly.

Name	Position	2.5% increase	3% increase
Nick Kahler	(Director of Public Works)	\$55,426.88	\$55,697.25
Sally Hinrichsen	(City Clerk)	\$67,964.68	\$68,296.21
Lori Lynch	(Lead Paramedic)	\$25.93/hour	\$26.10/hour
Jacob Oswald	(Park and Rec Director)	\$54,325.00	\$54,590.00
Shannon Poe	(Asst. Park and Rec Director)	\$43,285.75	\$43,496.90

The City of Monticello, Iowa

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

RESOLUTION

Approving wages for non-bargaining staff for FY '22

WHEREAS, Most City employees are covered by the negotiated Collective Bargaining Agreement with their wage, and annual increases, being set out therein, while other employees have negotiated their wages as part of an Employment Agreement (City Administrator, Police Chief and Police Department Officers), and

WHEREAS, Other City employees or positions are not covered by the collective bargaining agreement and do not have negotiated employment agreements (City Clerk, Public Works Director, Water/Wastewater Director, Park and Rec. Director, Park and Recreation Superintendent, Ambulance Lead Paramedic, and Ambulance Volunteers), and

WHEREAS, Those employees covered by the Collective Bargaining Agreement are scheduled to receive wage increases in the approximate amount of \$.55/hour increase, and

WHEREAS, The City Council has historically approved wage increases in amounts that are substantially similar to those employees covered by the Collective Bargaining Agreement, and

WHEREAS, based upon the recommendation of the Administrative Director of Ambulance Services the wages of on-call Ambulance staff/volunteers are proposed to be set as follows:

Volunteers, will remain unchanged in the following amounts:

On-Call/Driver: \$8.00/Hour All employees regardless of Certification when **On-Call**
EMT/AEMT: \$19.30/Hour **When On-A-Call/Treating or Transporting a Patient**
Paramedic: \$22.30/Hour **When On-A-Call/Treating or Transporting a Patient**

WHEREAS, The Airport Manager is a "contract" position with the manager being paid an annual stipend by the City with the annual increase normally being based upon the recommendation of the Airport Commission, and

WHEREAS, The Police Department Officers are set to get raises in the coming year in the amount of 3%, said increase being before longevity wage increases are added at a per hour rate to the base rate. Depending upon the actual hourly wage of the employee the overall increase, from a percentage standpoint and their longevity, will vary to some

extent same having been previously negotiated as follows for FY '22, per their agreement:

Non-Certified	\$24.40
Certified/Part Time	\$25.71
1+ Years of Service	\$27.04
2+ Years of Service	\$28.37
3+ Years of Service	\$29.16
4+ Years of Service	\$30.49
5+ Years of Service	\$30.76
Sergeant	\$32.08
Administrative Assistant	\$20.29

Longevity:

10+ Years of Service	\$.25/hr
15+ Years of Service	\$.50/hr
20+ Years of Service	\$.75/hr
25+ Years of Service	\$1.00/hr

WHEREAS, the Council finds that the following positions: City Administrator, Police Chief, Public Works Director, Water/Wastewater Superintendent, City Clerk, Lead Paramedic, Park and Rec. Director, Park and Recreation Superintendent, should receive a salary increase of 3% to take effect with the 1st pay period including July 1, 2021:

Russ Farnum (City Administrator)	\$97,850.00
Britt Smith (Police Chief)	\$80,237.00
Nick Kahler (Director of Public Works)	\$55,697.25
Sally Hinrichsen (City Clerk)	\$68,296.21
Lori Lynch (Lead Paramedic)	\$26.10/hour
Jacob Oswald (Park and Rec Director)	\$54,590.00
Shannon Poe (Park and Rec Superintendent)	\$43,496.90

WHEREAS, The Council gave special consideration to the current and future salary of Jim Tjaden with Resolution 2020-76, dated June 15th, 2020, as follows: Council further resolved to provide for an annual increase to the salary of Water / Wastewater Superintendent Jim Tjaden in the amount of \$3,000 per year over the next four years as well, the four additional increases to take effect with the pay period that includes July 1, 2021, July 1, 2022, July 1, 2023, and July 1, 2024.

Jim Tjaden (Water/Wastewater Superintendent)	\$64,000.00
--	-------------

, and

WHEREAS, all of the above wage increases have been accounted for within the proposed FY '22 Budget and

NOW THEREFORE BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the wages and salary increases as set out above, all of said wages to take effect and be applicable to the first payroll issued during the month of July, 2021.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of April, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
 Prep. Date: 4/12/2021
 Preparer: Sally Hinrichsen



Agenda Item: # 5
 Agenda Date: 04/19/2021

Communication Page

Agenda Items Description: Resolution scheduling Public Hearing on the City of Monticello FY 2020/2021 Budget Amendments for May 17, 2021

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Proposed Amendments to FY '2021 Budget

Background Information: Every year, generally once or twice, we amend the budget to conform to actual revenue and expense. Expenses are more important than revenue from an amendment process, however, we attempt to recognize new/unanticipated revenues as well as expenditures not planned or anticipated at budget creation.

All we are doing tonight is scheduling the public hearing to consider the proposed budget amendments. Staff will provide a more detailed analysis of the proposed amendments between now and the next meeting. Notice will be published in the Express as required by the Iowa Code.

Staff Recommendation: I recommend that the Council approve the proposed resolution scheduling public hearing on the proposed FY '21 budget amendments for May 17, 2021 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 City of Monticello 2020/2021 Fiscal Year budget amendments for May 17, 2021 at 6:00 p.m.

WHEREAS, The Iowa Code requires that prior to a budget Program will exceed the amount originally budgeted for that Program that the City of Monticello hold a Public Hearing on all proposed budget amendments for the 2020/2021 fiscal year, prior to the final approval of same, and

WHEREAS, The budget amendment must be submitted to the County Auditor by no later than May 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, scheduling Public Hearing for the 17th day of May, 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 dictates, so that the Public Hearing may be held as scheduled herein.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby schedule Public Hearing on the proposed 2020/2021 budget amendment for the 17th day of May, 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 19th day of April, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: April 14, 2021
Preparer: Nick Kahler



Agenda Item: 6
Agenda Date: April 19, 2021

Communication Page

Agenda Items Description: Resolution to purchase a Toro 5000 series mower from Schermman's Implement

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

Attachments & Enclosures:

Bid from Schermman's Implement

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Replacing 5 year old Hustler mower at the cemetery

Background Information: The cemetery mower typically gets replaced every 4 years. Last year it was up for replacement but differences of opinions delayed the purchase long enough that it was decided to mow another season with the current mower. Dan McDonald went to Schermman's, Kromminga's, and Bodenstiener to get bids for new mowers. The bids ranged from \$8,175.00 - \$13,200. It was decided to go with the Toro 5000 series mower. The mower is comparable to what is at the cemetery now with a better warranty and lower purchasing price.

Staff Recommendation: I recommend purchasing the Toro 5000 series mower for \$9,049.00

The City of Monticello, Iowa

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

RESOLUTION

Resolution to approve of the purchase of a Toro 5000 Series mower from Schermann's Implement at a price of \$9,049.00

WHEREAS, the Cemetery Sexton Dan McDonald requested bids of a new mower for the cemetery, and

WHEREAS, the Cemetery Board reviewed the bids and recommended Sexton purchase a mower, and

WHEREAS, the Sexton recommends the Toro 5000 Series mower, which is comparable to the mower currently at the cemetery, with a better warranty and lower purchase price of \$9,049.00, and

WHEREAS, the Council finds the proposed purchase of a new mower is appropriate and should be approved, and based thereon directs that the P.W. Director move forward with the purchase of the Toro 5000 Series mower, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the purchase of the Toro 5000 Series Mower from Schermann's Implement at the price of \$9,049.00, and directs the PW Director to move forward with the purchase and directs the City Clerk to issue payment in full to Schermann's Implement upon the completion of the purchase transaction.

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 19th day of April, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



Count on it.

SCHERRMAN'S IMPLEMENT

711 S MAIN ST
MONTICELLO, IA 52310
319-465-3519

CITY OF MONTICELLO ZERO TURN MOWER QUOTE

72910- 5000 Series- \$9,049.00

- 25.5 hp KAWASAKI FX
- 12 Gallon Gas Tank
- Unitized Pumps (12 cc/rev) & Wheel Motors (14.6 cir)
- 60" Side Discharge Deck, 7-Gauge High Strength Steel Turbo Force Deck
- 5-Year 1,200 Hour Limited Warranty
- 4.4-6.5 Acres Per Hour

- Extras for 5000 Series
Bucket Holder kit & Trimmer Mount- \$230.00

CASE II
SCHERRMAN'S IMPLEMENT
MONTICELLO AND DYERSVILLE

BRANDON SCHRADER
GENERAL MANAGER/SALES
MONTICELLO

EMAIL: BRANDON@SCHERRMANS.COM
CELL: (319) 480-6397

PHONE: (319) 465-3519
711 S. MAIN ST. - MONTICELLO, IOWA

City Council Meeting
Prep. Date: 4/14/2021
Preparer: Sally Hinrichsen



Agenda Item: # 7
Agenda Date: 04/19/2021

Communication Page

Agenda Items Description: Resolution authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the same in the Appropriate Manner for FY 2022 for the City of Monticello

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

Attachments & Enclosures:
Proposed Resolution

Fiscal Impact:	
Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Council approved the transfers in the budget. State Auditor requested Council approve transfer by resolution

Background Information: Proposed Resolution is a formal approval of all transfers from one fund to another in the approved City budget for FY 2022

Staff Recommendation: Staff recommends that the Council approve the proposed resolution

THE CITY OF MONTICELLO, IOWA

RESOLUTION

Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2022 for the City of Monticello

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

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Monticello, Iowa as follows:

SECTION 1: Authorize the City Clerk to Transfer Funds. That the City Clerk be and is hereby authorized by the City Council to make the appropriate transfer of sums and record the same in the appropriate manner for FY 2022.

SECTION 2: Transfer of Funds. The City Clerk will transfer the following sums and to record the same in the appropriate manner:

1. Transfer from the General Fund to Park Improvements - \$70,000.00 for trails and playground.
2. Transfer from the General Fund to Trees Forever - \$10,000.00 to purchase trees.
3. Transfer from the General Fund to the Monticello Berndes Center - \$180,520.00 to support operation of the Berndes Center.
4. Transfer from the General Fund to the Fire Department - \$83,517.00 to support the operation of the Fire Department.
5. Transfer from the General Fund to the Ambulance Fund - \$225,000.00 to support the operation of the Ambulance Department.
6. Transfer from General Fund to Baty Disc Golf - \$6,000.00 to Disc Golf improvements.
7. Transfer from the General Fund to Super MAC Fund - \$25,000.00 to support the operation of the Super MAC Department.
8. Transfer from the General Fund to the Insurance Fund - \$20,000.00 to pay for self-funded insurance payments.
9. Transfer from the General Fund to General Equipment Set-Aside - \$10,000.00 to purchase future police squad car and equipment
10. Transfer from the General Fund to the Library Fund - \$127,500.00 to support the operation of the Library Department.
11. Transfer from Fire Department to Fire Truck Set-a-Side - \$45,000.00 to purchase future Fire Trucks
12. Transfer from the Ambulance Fund to General Equipment Set-Aside - \$30,000.00 to purchase future Ambulance and equipment

13. Transfer from Hotel/Motel Fund to Park Improvement/Trail Set-Aside - \$10,000.00 to for trail improvements
14. Transfer from the Library Fund to the Library Capital Improvement fund - \$2,000.00 to pay for various Library Building Improvements
15. Transfer Road Use Fund to Road Use Set-Aside fund - \$80,000.00 to purchase future vehicles and equipment
16. Transfer TIF Collections to TIF Debt - \$219,650.00 to pay for FY 2022 principal, interest and registration fee payments
17. Transfer Water Operating to Debt Service - \$24,715.00 to pay for FY 2022 principal, interest and registration fee payments
18. Transfer Water Operating to General Fund - \$20,386.00 to pay back Internal Loan payment (Resolution #19-103)
19. Transfer Sewer Operating to Debt Service - \$6,676.00 to pay for FY 2022 principal, interest and registration fee payments
20. Transfer Sewer Operating to Sewer Sinking - \$50,000.00 to pay principal, interest, and fees related to the State Revolving Finance (SRF) Loan for the Wastewater Treatment Plant Improvements
21. Transfer Storm Water Fund to Debt Service - \$11,213.00 to pay for FY 2022 principal, interest and registration fee payments
22. Transfer Storm Water Fund to General Fund - \$23,587.00 to pay back Internal Loan payment (Resolution #19-103)

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 19th day of April 2021, that the City Council does hereby approve to make the appropriate transfer of sums listed above for FY 2022.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of April 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 4/15/21
Preparer: Russell Farnum



Agenda Item: # 8
Agenda Date: 04/19/2021

Communication Page

Agenda Items Description: Resolution approving Agreement between the City of Monticello, Monticello Community School District and the Monticello Youth Baseball Softball Association (MYBSA)

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

Attachments & Enclosures:
City.School.MYBSA Agreement
Resolution

Fiscal Impact:	
Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Proposed agreement between the City, School and MYBSA for the duration of the 2021 season.

Background Information: The attached document outlines the current agreement between the City, School and MYBSA. Many of the items from previous agreements have removed as they are no longer relevant to the agreement. The MYBSA has requested that the transfer of funds from banner sales be removed from the agreement. The Parks and Recreation Department had met prior to that request, but was comfortable with the way the rest of the agreement read.

Staff Recommendation: To remove the 40% of funds transfer and approve the agreement between the City, School, and MYBSA.

The City of Monticello, Iowa

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

RESOLUTION #

Approving Agreement between the City of Monticello, Monticello
Community School District and Monticello Youth Baseball
Softball Association (MYBSA)

WHEREAS, The City of Monticello has been approached by the MYBSA with a request to make various amendments to the current agreement between the City and the MYBSA, and

WHEREAS, The Council finds that the City Administrator, Park and Rec. staff, and Park Board members recently met with MYBSA representatives and Monticello School representatives and have discussed the proposed amendments and have come to a general agreement that the amendments, for the coming season, are appropriate, and

WHEREAS, A written agreement previously approved by Resolution #18-51 and as amended by Resolution #19-54. A new agreement has been drafted and reviewed by the Council, the Council finding the terms of the agreement to be agreeable and in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the proposed agreement between the City of Monticello, Monticello Community School District and the Monticello Youth Baseball Softball Association, according to the terms and conditions set forth within the amendment, attached hereto, and authorizes the Mayor to execute the same on behalf of the City Council.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19th day of April, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

**Agreement Re:
Monticello Youth Baseball and Softball Programs**

COMES NOW the City of Monticello, Iowa, a Municipal Corporation (hereinafter “City”), the Monticello Community School District (hereinafter “School”) and the Monticello Youth Baseball and Softball Association (hereinafter “MYBSA”) and do hereby agree to the following terms and conditions related to the Monticello youth baseball and softball and the use and maintenance of facilities related thereto.

GENERAL PURPOSE:

The purpose of this agreement is to set forth the agreed upon roles and or responsibilities of the City, School and MYBSA in regard to the planning, operation, oversight and supervision of Monticello youth baseball and softball, from pre-k through 6th grade, and Rec. League Adult softball. Areas to be covered by this agreement specifically include, but may not be limited to the following:

1. Organization and management of local recreation leagues.
 - a. Managing registration including the preparation and distribution of forms and the collection of fees.
 - b. Organization of teams.
 - c. Identifying and assigning coaches to teams.
 - i. Performing background checks on Coaches and named assistant(s)
 - d. Providing necessary and appropriate equipment.
 - e. Creating a game schedule (May include games/teams from outside Monticello.)
 - f. Managing the master calendar, including games/practices/tournament.
2. Oversight of non-recreation league teams, or tournament teams.
 - a. Managing registration including the preparation and distribution of forms and the collection of fees related thereto. (Registration fees for non-recreation league teams and/or participants is tied to their use of City and School facilities, the required maintenance of said facilities, including mowing, fertilizing, chalking of fields, dragging of fields, and otherwise maintaining said facilities.
 - b. Managing the master calendar, including games/practices/tournament.
 - c. Prep fields and facilities as necessary for practices and tournaments
 - d. Coordinate with teams when they are planning or scheduling local tournaments, including gate fees, concession operation, and field maintenance requirements.

3. Operation and oversight of concession stands during recreation leagues and tournaments
 - a. Stocking the stands located at the Sports Complex, Jaycee/Kleinow, and the Shannon Field as necessary and appropriate.
 - b. Setting price points, collecting money, and generally managing operations.
 - c. Providing and/or maintaining all required equipment at said locations.
 - d. Following laws, obtaining necessary licensing, and maintaining clean and sanitary concession stands.

4. Field maintenance and preparation
 - a. Mowing / Weed Whipping - Spraying (inside and outside fenced area as noted) the following locations:
 - i. Jaycee / Kleinow
 - ii. Sports Complex
 - iii. Shannon
 - iv. Lions Field
 - b. Fertilization of fields as necessary
 - c. Field Preparation
 - i. For Practices
 - ii. For Rec. Games
 - iii. For MYBSA Tournaments
 - iv. For non-MYBSA Tournaments

5. Marketing / Fundraising
 - a. Banner Program promotion, design, and sale.
 - b. Purchase, installation and maintenance of banners.
 - c. Print advertising or other promotional material design and distribution.
 - d. Other

PROPERTIES COVERED:

The following properties, including fields, concession stands as appropriate, related parking areas and other on-site infrastructure, are covered by and subject to the terms and provisions of this agreement

1. Monticello Sport's Complex (The four fields located on the grounds of the Monticello High School, generally described as the Prep Diamond, and East Field).
2. Two fields located on the grounds of Carpenter Elementary School.
3. Two field located on the grounds of Shannon Elementary School.
4. Jaycee and Kleinow fields located on City owned property near Diamond Drive.
5. Lions Field, located on City owned property near the High School Football Field.

RESPONSIBILITIES:

The parties hereto shall have the following responsibilities:

1. School:

- a. Shall mow, weed whip/spray, and fertilize as deemed necessary those areas lying outside the fences of the Sports Complex diamonds and all mowing related to Shannon and Carpenter fields. School shall also mow, weed whip/spray, and fertilize as deemed necessary the Sports Complex field outfields, and surrounding areas at those locations owned by the school.
 - i. In the event that the School contracts any mowing of the actual fields (areas within the fences) of the three utilized fields at the Sports Complex the City shall share in the cost of said contracting on a 50/50 basis.
 - ii. The City shall share in one-half the cost of fertilizer to be applied to the two utilized fields at the Sports Complex. In the event that the School contracts the application of fertilizer to any of these two fields the City shall share in the cost of said contracting on a 50/50 basis.
- b. Shall permit the use, oversight, and management of the properties covered by this agreement, including ball diamonds/fields, adjacent grounds used in conjunction with said diamonds, and concession stands on said grounds.
- c. Shall cover the cost of electricity and other utilities used in conjunction with permitted uses of said properties.
- d. Shall ensure the existence of appropriate liability insurance on School owned property.

2. City:

- a. Shall maintain a master schedule for both practices (rec. league and tournament teams), and Rec. League and Tournament games. Shall manage the scheduling of games including cancellations and rescheduling, and necessary communication with parents, coaches, and umpires as appropriate.
 - i. When scheduling games, it will be the intent of the City to schedule as many games as possible in Monticello, however, additional games may be scheduled in nearby communities if and when the opportunity presents itself to do so. Every effort to limit travel and travel distance will be made while striving to schedule competitive games for program participants.
 - ii. When scheduling games or practices at the HS sports complex, please do not schedule on dates of home varsity baseball and/or softball games.
 - iii. A schedule of games will be provided to the HS Athletic Director and the Director of Buildings and Grounds prior to the start of the season.

- b. Shall ensure the existence of appropriate liability coverage for Rec. League operations and liability coverage on City property.
- c. Shall collect fees; both rec. league registration and tournament team registration fees, the tournament team fees related to field maintenance and preparation.

3. MYBSA

- a. Shall be responsible for all field preparation, including general preparation and maintenance for practices, and preparation, including dragging and striping, for games.
 - i. This work shall be performed by someone knowledgeable of the required practices with the appropriate skills for these duties.
 - ii. These duties shall begin with the spring thaw and end with the fall frost and apply to the following fields: East diamond/Prep diamond at H.S. Sports Complex; Two Carpenter fields, two Shannon field, Jaycee and Kleinow Fields, and the Lions diamond near the football field.
 - iii. "Maintain", includes but is not limited to weed whipping and use of Roundup as appropriate at the two "City" use little league diamonds at the H.S. Sports Complex (East Field and Prep Field), and the "Old" Lions diamond near the football field.
 - iv. The Monticello Community School District has historically accepted responsibility for mowing the Shannon, Carpenter, and the prep field diamonds. In the event that additional work is required at those locations, such as weed whipping or the use of Roundup to maintain weed growth, the MYBSA shall take on that responsibility if the school is unable or unwilling to do so. The MYBSA responsibilities as they pertain to those fields will be subject to discussion and negotiation between the School and the MYBSA.
 - v. Other "Maintenance" responsibilities of the Association, to be performed on an as needed basis, shall include seeding, fertilizing, aerating, watering, patching and filling of holes within the fields and the areas immediately surrounding the fields, marking of lines, replacement of bases, foul posts, etc. This work will be coordinated with the Director of Buildings and Grounds, from the school, as to not duplicate work to be done.
 - vi. Equipment owned by the Monticello Community School District (field groomer, pitching machines, Ranger, etc) should not be used at MYBSA events.
- b. Shall manage all aspects of concessions operations, including ordering, prepping, staffing, etc. at Shannon Elementary, Jaycee, and Kleinow fields.
 - i. Efforts shall be made to utilize volunteers in the stands as much as is practicable and to generate as much revenue as is possible to support the programs. The Association will not be billed for any water use or electrical use at any of the facilities. Earnings from the concessions will be deposited in the Association funds to be used for Association purposes. Volunteers shall be deemed volunteers of the MYBSA not the City. Registration or "sign-up" materials shall make this relationship clear.

- c. Shall organize tournaments, baseball and softball, to be held in Monticello. The MYBSA shall be entitled to use the East diamond and Prep diamond at the High School sports complex, same being dedicated to Monticello youth sports, with the Prep diamond having some use by the High School Baseball team that will have to be worked around, in addition to Shannon, Kleinow, and Jaycees fields. When scheduling tournaments, the use of fields shall be in the following order:
 - i. Jaycee and Kleinow fields
 - ii. Two fields at Shannon school
 - iii. East field and Prep diamond at the H.S. Sports Complex

- d. Shall be permitted to sell sponsorships and advertising for the MYBSA. Advertising or promotional materials related to sponsors shall be permitted to be installed on the fencing around the fields so long as it is done in a fashion that will not damage said fencing. The MYBSA shall carefully review all proposed promotional/advertising materials-signage. If found to be acceptable and appropriate by the MYBSA the proposed materials may be reviewed by the City Administrator and Superintendent of Schools. If deemed unappropriated the City Admin. and the Superintendent, respectively, shall be permitted to have materials removed from City or School property. The fees/terms/conditions related to the materials shall be determined by the MYBSA and used in the furtherance of MYBSA objectives. Because approximately 40% of all banners will be displayed at Jaycee and Kleinow Fields, 40% of the funds generated from banner sales will be paid to the City to be placed in a Jaycee/Kleinow maintenance fund, the use of said fund being limited to the maintenance, upkeep, and improvement of the Jaycee/Kleinow fields and grounds, subject to the approval of the Monticello City Council.

- e. Maintain fields and related property as necessary.
 - i. Any capital improvements of a permanent, or semi-permanent nature, shall be pre-approved by the City or the School. Diamonds on school property include those at Shannon, Carpenter, and the H.S. Sports Complex. Those located on City property include the Lions Diamond and Jaycee and Kleinow fields.
 - ii. The MYBSA shall be responsible for the costs of day-to-day repairs to structures, such as concession stands, fencing, scoreboards, sidewalks, batting cages, shelters, etc.
 - iii. The MYBSA may use the small black & white shed at the high school sports complex for storage during the season.

Collection and Use of Registration Fees, Concession Revenue, and other Raised Funds:

Funds will be collected for league registration, tournament team facility usage, concession operation, tournament organization and operation. The parties agree that the fees will be managed as follows:

- 1. Collection of fees:
 - a. Recreation and travel team fees will be collected and maintained by the City At the conclusion of the season the City will pay the MYBSA the sum of \$5,000 to the MYBSA

in consideration of their efforts and responsibilities associated with field preparation and maintenance.

- b. Fees will be collected by the MYBSA as a result of youth tournament play. Those fees will be maintained by the MYBSA.
- c. Revenues generated by the operation of concession stands will be maintained by the MYBSA. The MYBSA will also pay 55% of revenue from concession sales at the HS Complex to the Monticello Booster Club as reimbursement of concession items. The Monticello Booster Club may request a higher percentage due to increased costs. Items given to umpires and workers will be paid for at cost to the MYBSA.
- d. Revenues will be generated by the MYBSA sale of sponsorships. Those funds will be maintained by the MYBSA.

2. Use of fees:

- a. The City will utilize fees collected and maintained by the City to offset costs associated with the management and oversight of the youth baseball and softball operations. Any fees collected by the City in relation to adult softball programming shall be maintained solely by the City and used at the discretion of the City.
- b. The MYBSA will utilize fees collected and maintained by the MYBSA to offset costs associated with their purchase of supplies, maintenance materials (i.e. \$5,000 field maintenance) and necessary contract labor. Revenues generated by the MYBSA above and beyond the cost of their expenses shall be utilized to support youth baseball and softball programs, field and equipment maintenance, updating, and replacement as necessary, and for such other purposes deemed necessary for the continued successful operation of said programs. A mutually agreed percentage of revenues between the City and MYBSA shall be paid to the Monticello Park & Recreation Dpt. to be placed in a specific line item under the departments Park Improvement budget and earmarked for a project mutually agreed upon between the City and MYBSA.
 - 1. Gate Fees will not be required at any event. However, a tournament sponsoring team(s) may choose to charge at the gate and if they do will be allowed to maintain all receipts.

Financial Reporting:

The parties shall each maintain records associated with revenues and expenses associated with their participation in this agreement and shall prepare reports to be shared with the other parties hereto by no later than December 1st of each year.

Term

The Term of this agreement shall be for one (1) year(s), commencing May 1, 2021 and ending April 30, 2022.

Miscellaneous Terms:

- This agreement shall be binding on and shall inure to the benefit of all successors, assigns and grantees of the School, City and MYBSA.
- This agreement shall not automatically renew at the conclusion of the term set forth herein but shall be subject to review and approval by the City, School and MYBSA Board at that time.
- The Parties agree to review this agreement in the fall of 2021 after the completion of the softball/baseball season and after the compilation of a final season accounting and report related to the kids served, information related to schedule, travel, tournaments, and other relevant information is put together for review.
- In the event a new agreement is not approved by the parties this agreement will terminate at the scheduled termination date. In the event of termination, funds of the MYBSA shall be deposited into a City of Monticello Park and Recreation Capital Improvement fund to be used for future capital improvements and all equipment shall be inventoried and turned over to the City Park and Recreation Department.
- This agreement may be amended by formal approval of the School, City and MYBSA at any time.
- Auditing: MYBSA is a division of the City in the eyes of the City Auditor. We need to have books maintained in such a fashion that the Auditor can review them annually. Books need to show revenues, expenses, wages (W-2 or contract wages), etc. Also, should be some formality of procedures when it comes to handling money to ensure that there are ways to detect theft/fraud. Inventory methods, more than one person counting/depositing money, etc. The MYBSA agrees to make every effort to follow and/or institute procedures and practices recommended by the City Auditor within a reasonable time.

Signed and dated this _____ day of _____, 2021.

City of Monticello, Iowa

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

Signed and dated this _____ day of _____, 2021.

Monticello Community School District

Craig Stadtmueller, School Board President

Attest:

Sally Hinrichsen, City Clerk

Signed and dated this _____ day of _____, 2021.

Monticello Youth Baseball Softball Association

_____, Chair

_____, Secretary



Upcoming Activities/Events

- Baseball/Softball/Teeball
- Live Healthy Iowa Kids Track Championships (May 5th)

Upcoming Registration Dates

- Swim Lessons/Swim Team/Memberpasses
 - Opens April 19th (all online)
- Golf(ish) Extravaganza and Summer of Fun registration is now open.

Aquatic Center

- Clean up

Park Board

- 2 *NEW* summer programs
 - Golf(ish) Extravaganza will be held Tuesday and Thursday from 10:00-11:00. This program that will be held at the Disc Golf course will not only introduce kids to the game of disc golf, but will also teach a variety of other games to play while using the course. Open to 2nd-8th grade.
 - Summer of Fun will also be held on Tuesday and Thursday from 8:30-9:30. In this outdoor program, kids will be introduced to a variety of games and fun skill-building exercises. Open to PK-2nd grade.
- Summer Fundraising Events
 - June 19th will be golf tournament
 - July 10th will be a Family Fun night at the aquatic center
 - August will be a duck race.
 - All proceeds from these events will go towards the Austin Smith Inclusive Playground project. It is our goal to run these events yearly moving forward to continue fundraising for various projects within our parks.
- Submitted AARP grant application for installation of 2 additional outdoor pickleball courts.
- Question was raised as to how we can better advertise programming and activities within the community. Visual appeal and un-usability of city website was mentioned. Does this need an overhaul?

Tree Board

- Met last Tuesday (April 13) to again discuss Spring plantings
- Should be seeing trees ordered from Morrison's sometime within the next couple of weeks. These trees will be planted along N. Sycamore.
- Discussed future plantings within future residential developments and parks.

Miscellaneous

- We are now taking applications for pool employment; applications can be picked up at the Berndes Center or City Hall
- Spring clean up (burning undergrowth, removing risk trees)
- Installed parking lot at pickleball courts

Submitted by:
Jacob Oswald



Monticello Park and Recreation Council Report
April 19, 2021

Director of Parks and Recreation