

# City of Monticello, Iowa

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Posted on June 18, 2021 at 5:00 p.m.

Monticello City Council Meeting June 21, 2021 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

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

- Call to Order – 6:00 P.M.
- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

**Open Forum:** If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

**Consent Agenda** (These are routine items and will be enacted by one motion without separate discussion unless someone requests an item removed to be considered separately.)

Approval of Council Mtg. Minutes	June	7, 2021
Approval of Payroll	June	17, 2021
Approval of Bill List		
Approval of Treasurer's report	May	2021

## Public Hearings:

1. **Public Hearing** on Proposed McMATT Properties Development Agreement
2. **Resolution** approving McMATT Properties Development Agreement
3. **Public Hearing** on designation of Amended Monticello Urban Renewal Plan, to include McMATT Properties Project
4. **Resolution** approving Proposed Amendments to Monticello Urban Renewal Plan to include McMATT Properties Project

**Resolutions:**

5. **Resolution** Approving amendment to the three-year Mowing contract between Steve and Lisa Monk, independent contractors, under the same terms and conditions as set forth within the "Mowing Service Agreement"
6. **Resolution** to remove Street light pole
7. **Resolution** to approve Cemetery Paving Project
8. **Resolution** Vacating Roadway Right of Way and transferring same to BR3 Development LLC, the adjacent property owner

**Motions:**

9. **Motion** to reinstate 3<sup>rd</sup> full-time library staff member
10. **Motion** to reject mower purchase
11. **Motion** to approve construction of an irrigation well at Monticello Golf Club

**Ordinances:**

12. **Ordinance** Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 180 "Signage Regulations" related to Nonconforming Signs

**Reports / Potential Actions:**

13. City Engineer
14. Mayor
15. City Administrator
16. City Clerk
17. Public Works Director
18. Police Chief
19. Water/Wastewater Superintendent
20. Park and Recreation Director
21. Library Director

**Work Sessions:**

22. **Work Session** on Infrastructure and Capital Improvements
  - 7<sup>th</sup> Street (Cedar to Sycamore)
  - Chestnut Street (2<sup>nd</sup> to 3<sup>rd</sup>)

- N. Maple Street
- WWTP
- 6<sup>th</sup> St. Ditch
- Coordinating Rt. 38 Overlay in 2022
- Annual Maintenance and Sealcoating program

**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 with limited seating.**

**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: June 21, 2021 Council Meeting

Time: Jun 21, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89721418112>

Meeting ID: 897 2141 8112

One tap mobile

+13126266799,,89721418112# US (Chicago)

+16465588656,,89721418112# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 897 2141 8112

Find your local number: <https://us02web.zoom.us/j/89721418112>

Regular Council Meeting  
June 7, 2021 – 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Scott Brighton, Candy Langerman, Chris Lux and Tom Yeoman. Council member Brenda Hanken arrived during meeting. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Police Chief Britt Smith, Public Works Director Nick Kahler, Water/ Wastewater Superintendent Jim Tjaden, Park & Rec Director Jacob Oswald and Library Director Michelle Turnis. 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.

Farnum advised Council approved the next two Plat of Surveys at prior meeting, however County requires a separate resolution for each Plat of Survey. Yeoman moved to approve Resolution #2021-64 Approving Plat of Survey to Parcels 2021-24 and 2021-25, Brighton seconded, roll call unanimous.

Lux moved to approve Resolution #2021-65 Approving Plat of Survey to Parcel 2021-27, Langerman seconded, roll call unanimous. Council member Brenda Hanken arrived.

Farnum advised Council directed Staff to contact the City's mowing contractor about mowing various areas of town that are currently mowed by City staff and were quoted \$85.00 per mowing. Council discussed concerns on the amount of Round Up that is being used and the contract stated they are to work with Oswald on areas to use it. Oswald was directed to contact Steve and Lisa Monk to discuss the Council concerns on the areas and amount of Round Up being used and to work with them to limit the use. Langerman moved to approve Resolution #2021-66 To approve mowing quote from Steve and Lisa Monk related to North Cedar Street lot, fire hydrants along South Main Street and 190<sup>th</sup> Street, lane by the new (south) water tower and rest area on Amber Road. Brighton seconded, roll call unanimous.

Farnum advised this resolution does not obligate the City to use the USDA loan but allows City to use these funds if they choose to. When asked, Wolken advised the City Attorney with Lynch Dallas has prepared the Sixth Street ditch easements, which are ready to send out. Council will need to review options to fund the project, such as assessments, taxing districts, and raising the storm water rate. Yeoman moved to approve Resolution #2021-67 Authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its municipality facility to serve an area lawfully within its jurisdiction to serve. Lux seconded, roll call unanimous.

Kahler reviewed the quotes received to concrete the last section of roadway at Oakwood Cemetery. Cemetery Board reviewed the quotes and recommended moving forward with the project. Kahler advised there is \$15,000 in the current budget and also next fiscal year's

budget. Council could move forward with entire section and amend next year's budget or could move forward and complete only \$30,000 of the work. Kahler stated City staff will fill in the dirt along the edges and seed the area. Hinrichsen reported the Cemetery Improvement funds could be used to possibly cover some of the cost. Langerman moved to table action on the concrete work at Oakwood Cemetery and have staff look into funding options and bring it back to Council. Lux seconded, roll call unanimous.

Jennifer Jones, owner of Mission Cup is renting the building at 338 South Main Street and is requesting to be allowed to upgrade existing pole sign instead of installing a monument sign that is required in the City Code. Council discussed if they wanted to allow her to use the pole sign, and if allowed, would need to change the City Code. Derek Lumsden, Jones County Economic Director stated in towns with historic downtowns that blade signs, either on building or extending out, helps promote both pedestrian and vehicle traffic. Wolken stated Mercycare would like to install a sign along Business Hwy 151 by Welter Drive, which is not allowed in the City Code also. Yeoman stated we want to promote businesses but want attractive signage. Jones stated that they would like to open by end of June. Farnum will work with Jones on signage options until Code is updated. Yeoman moved to direct City Staff to proceed as discussed to update City Code related to the request from Mission Cup to upgrade pole sign located at 338 South Main Street instead of installing a monument sign and to work with Jennifer Jones on the signage. Brighton seconded, roll call unanimous.

Farnum discussed scheduling a Council work session to review and finalize plans on capital improvement and street projects on June 21<sup>st</sup> after the regular Council meeting. Farnum advised he will address the final details on North Sycamore Street project, Seventh Street improvement, wastewater treatment plant updates, and North Chestnut Street, including financing options for these projects. He asked Council to let him know ahead of time if they want to discuss other projects, so staff can be prepared to discuss them. Langerman moved to schedule a Council work session to review and finalize plans on capital improvement and street projects on June 21<sup>st</sup> after the regular Council meeting. Goedken seconded, roll call unanimous, except Yeoman who voted nay as he will not be able to attend that meeting.

Goedken moved to approve Ordinance #742 amending the Monticello Code of Ordinances, by amending Provisions Pertaining to Chapter 165 "Zoning Regulations" Definitions, Accessory Buildings, Structures, and Uses and fences, second reading in title only. Brighton seconded, roll call unanimous. Yeoman moved that the statutory rule requiring said ordinance be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended and that said Ordinance be regarded as having been considered and voted on at two prior Council meetings. Goedken seconded, roll call unanimous. Langerman moved Ordinance #742 amending the Monticello Code of Ordinances, by amending Provisions Pertaining to Chapter 165 "Zoning Regulations" Definitions, Accessory Buildings, Structures, and Uses and fences, third and final reading. Goedken seconded, roll call unanimous.

Turnis reported Library received a State Grant that was used to purchase a color copier and the Summer Reading program has started. The library is hosting a 15-year Anniversary of the Renaissance Center opening on June 10<sup>th</sup> from 4:30 to 7:00 PM in the library.

Oswald reported the pool had to close early due to cloudy water issue, which remedied itself.

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June 7, 2021

Tjaden stated Electric Pump will be installing the pump at the wastewater treatment facility this week.

Hinrichsen reported the surveys for the CDBG grant for Sixth Street ditch were mailed last week. She advised that not everyone received the survey, as ECICOG in Cedar Rapids selected the 518 addresses to send the survey to, which are scheduled to be picked up this weekend.

Smith reported the Traffic Safety Project held on June 4<sup>th</sup> went very well and they gave out some warnings on equipment malfunctions and insurance.

Smith advised the sidewalk inspections for this year are completed and 28 notices will be mailed. Smith advised Governor Reynolds will be in Monticello on June 9<sup>th</sup> at 4:30 to sign the EMS bill recently passed, which allows tax funding for ambulance services.

Farnum advised demolition has started on the Dollar Fresh site and they are working on the site plan and building permit process now.

Farnum reported the Community Building committee would like to present their recommendations to the Council for consideration and are looking to set up a work session with the Council to go over the recommendations.

Farnum reported Compadres building main roof is completed. The contractor has requested an amendment to remove asbestos in the amount of \$20,000 on the back half of the building, that is being demolished. The cost of the project will not increase, just shifting funds from one contractor to another. Langerman moved to approve the contract amendment with Roger Rouse to remove asbestos in the amount of \$20,000 on the back half of the former Compadres building, Goedken seconded. Roll call unanimous, except Yeoman who abstained as he is an investor in the building.

Hinrichsen advised the first Council meeting in July will be held on July 6<sup>th</sup> due to the 4<sup>th</sup> of July holiday.

Smith requested a variance to allow an EMT to carry over their comp time. When the EMT was hired Smith was aware that he was a veteran and was going to be receiving a service animal, which he needs to attend 3 weeks of training for in Texas. Due to COVID, the timeline for receiving the service animal was moved back. He banked his comp time to be able to attend the required training, which is scheduled to be paid out at the end of the fiscal year. Smith would like to allow him to carry the banked comp time at the current pay rate to be used in October 2021. The comp time accrued at June 30<sup>th</sup>, will be paid at his current rate and not his rate effective July 1<sup>st</sup>. Brighton moved to approve allowing the EMT to carry his banked comp time at the current pay rate to be used in October 2021, Hanken seconded, roll call unanimous.

Langerman moved, Lux seconded to go into closed session pursuant to Iowa Code 21.5 (1)(j) to discuss the purchase of real estate where the premature disclosure could be reasonably expected to increase the price the City would have to pay for said property. Roll call unanimous.

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Langerman moved, Lux seconded to return to open session. Roll call unanimous. Yeoman moved, Hanken seconded authorizing City Administrator to pursue purchase of Real Estate consistent with the terms and provisions discussed and directed during closed session, with any counter-offers and/or final purchase to be subject to formal approval by the City Council upon final execution of the purchase agreement. Roll call vote unanimous.

Brighton moved to adjourn at 8:23 PM.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - JUNE 17, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>May 31 - June 13, 2021</b>				
Jacob Gravel	\$ 1,679.83	\$ 30.45	0.00	0.00	\$ 1,216.03
Mason Hanson	167.25	-	0.00	0.00	143.73
David Husmann	669.00	-	0.00	0.00	545.60
Mary Intlekofer	704.83	-	0.00	0.00	477.83
Brandon Kent	26.33	-	0.00	0.00	22.63
Lori Lynch	2,947.45	1,328.25	0.00	0.00	1,940.83
Shelly Searles	2,889.20	699.00	0.00	0.00	1,897.56
Jenna Weih	3,778.15	1,036.95	0.00	0.00	2,718.90
Curtis Wyman	2,454.33	319.73	0.00	76.13	1,692.37
<b>TOTAL AMBULANCE</b>	<b>\$ 15,316.37</b>	<b>\$ 3,414.38</b>	<b>0.00</b>	<b>76.13</b>	<b>\$ 10,655.48</b>
<b>CEMETERY</b>	<b>May 29 - June 11, 2021</b>				
Caleb Bowser-Etten	\$ 685.00	\$ -	0.00	0.00	\$ 612.37
Kade Hermsen	715.00	-	0.00	0.00	620.07
Dan McDonald	1,700.00	-	0.00	0.00	1,232.40
<b>TOTAL CEMETERY</b>	<b>\$ 3,100.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,464.84</b>
<b>CITY HALL</b>	<b>May 30 - June 12, 2021</b>				
Cheryl Clark	\$ 2,740.50	\$ 8.10	0.00	0.00	\$ 1,964.39
Russ Farnum	3,903.85	-	0.00	0.00	2,643.54
Sally Hinrichsen	2,550.27	-	0.00	0.00	1,611.08
Nanci Tuel	1,530.40	-	0.00	0.00	1,025.03
<b>TOTAL CITY HALL</b>	<b>\$ 10,725.02</b>	<b>\$ 8.10</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 7,244.04</b>
<b>COUNCIL / MAYOR</b>					
Scott Brighton	\$ 100.00	\$ -	0.00	0.00	\$ 92.26
Dave Goedken	100.00	-	0.00	0.00	92.26
Brenda Hanken	100.00	-	0.00	0.00	92.35
Candy Langerman	100.00	-	0.00	0.00	92.35
Chris Lux	100.00	-	0.00	0.00	92.26
Brian Wolken	300.00	-	0.00	0.00	274.78
Tom Yeoman	100.00	-	0.00	0.00	92.35
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 900.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 828.61</b>
<b>LIBRARY</b>	<b>May 31 - June 13, 2021</b>				
Molli Hunter	\$ 672.69	\$ -	0.00	0.00	\$ 547.81
Caroline Olson	142.50	-	0.00	0.00	131.59
Penny Schmit	1,137.31	5.31	0.00	0.00	646.56
Michelle Turnis	1,655.77	-	0.00	0.00	1,050.18
<b>TOTAL LIBRARY</b>	<b>\$ 3,608.27</b>	<b>\$ 5.31</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,376.14</b>
<b>MBC</b>	<b>May 31 - June 13, 2021</b>				
Jacob Oswald	\$ 2,446.15	\$ -	0.00	0.00	\$ 1,904.03
Shannon Poe	1,624.23	-	0.00	0.00	1,115.58
<b>TOTAL MBC</b>	<b>\$ 4,070.38</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,019.61</b>
<b>POLICE</b>	<b>May 31 - June 13, 2021</b>				
Zachary Buehler	\$ 2,667.50	\$ -	0.00	0.00	\$ 2,058.88
Peter Fleming	2,448.00	-	0.00	14.00	1,701.70
Dawn Graver	2,400.00	-	0.00	0.00	1,726.29



# PAYROLL - JUNE 17, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE (cont.)</b>					
Erik Honda	3,090.63	-	0.00	0.00	2,376.59
Jordan Koos	2,566.50	-	0.00	0.00	1,838.93
Britt Smith	3,595.38	-	0.00	0.00	2,733.26
Madonna Staner	1,530.40	-	0.00	0.00	1,160.59
Brian Tate	2,837.25	-	0.00	0.00	2,076.66
<b>TOTAL POLICE</b>	<b>\$ 21,135.66</b>	<b>\$ -</b>	<b>0.00</b>	<b>14.00</b>	<b>\$ 15,672.90</b>
<b>ROAD USE</b>	<b>May 29 - June 11, 2021</b>				
Zeb Bowser	\$ 1,891.25	\$ 191.25	0.00	0.00	\$ 1,386.93
Jasper Scott	1,622.50	22.50	0.00	0.00	1,141.77
<b>TOTAL ROAD USE</b>	<b>\$ 3,513.75</b>	<b>\$ 213.75</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,528.70</b>
<b>SANITATION</b>	<b>May 29 - June 11, 2021</b>				
Michael Boyson	\$ 1,700.00	\$ -	0.00	0.00	\$ 1,195.94
Nick Kahler	2,079.81	-	0.00	0.00	1,432.94
<b>TOTAL SANITATION</b>	<b>\$ 3,779.81</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,628.88</b>
<b>SEWER</b>	<b>May 29 - June 11, 2021</b>				
Tim Schultz	\$ 2,829.86	\$ 198.00	0.00	0.50	\$ 2,088.25
Jim Tjaden	2,346.15	-	0.00	0.00	1,701.48
<b>TOTAL SEWER</b>	<b>\$ 5,176.01</b>	<b>\$ 198.00</b>	<b>0.00</b>	<b>0.50</b>	<b>\$ 3,789.73</b>
<b>SWIMMING POOL</b>	<b>May 28 - June 10, 2021</b>				
Lydia Ahlrichs	\$ 7.50	\$ -	0.00	0.00	\$ 6.92
Kegan Arduser	498.44	-	0.00	0.00	448.74
Sydney Ballou	55.94	-	0.00	0.00	51.66
Dru Boffeli	102.00	-	0.00	0.00	94.20
Mya Boffeli	532.95	-	0.00	0.00	492.18
Chesney Capron	73.50	-	0.00	0.00	67.87
Aubree Fairley	111.88	-	0.00	0.00	103.32
Autry Fasnacht	181.50	-	0.00	0.00	167.62
Sullivan Flynn	426.40	-	0.00	0.00	393.78
Taylor Gassman	170.00	-	0.00	0.00	156.99
Ella Glawatz	397.70	-	0.00	0.00	367.27
Gabrielle Guilford	274.00	-	0.00	0.00	247.77
Keaton Hermsen	258.00	-	0.00	0.00	238.26
Leah Holub	83.85	-	0.00	0.00	77.43
Karle Kramer	260.00	-	0.00	0.00	240.11
Megan Mahoney	201.60	-	0.00	0.00	186.18
Jacob Miller	385.40	-	0.00	0.00	355.92
Cord Nietert	108.00	-	0.00	0.00	99.73
Elizabeth Petersen	401.16	-	0.00	0.00	370.47
Dylan Ponder	360.80	-	0.00	0.00	330.20
Ethan Ponder	91.45	-	0.00	0.00	84.45
Lake Schnoor	146.00	-	0.00	0.00	134.83
Emma Schwendinger	472.00	-	0.00	0.00	435.90
Madeline Stadtmueller	770.54	-	0.00	0.00	682.82
Ian Temple	250.00	-	0.00	0.00	221.06
Hayden Tomkins	290.00	-	0.00	0.00	267.81
Maci Welter	437.15	-	0.00	0.00	395.71

# PAYROLL - JUNE 17, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>SWIMMING POOL (cont.)</b>					
Brock Westphal	184.00	-	0.00	0.00	169.92
<b>TOTAL SWIMMING POOL</b>	\$ 7,531.76	\$ -	0.00	0.00	\$ 6,889.12
<b>WATER</b>					
	<b>May 29 - June 11, 2021</b>				
Daniel Pike	\$ 1,724.00	\$ -	0.00	0.00	\$ 1,252.69
<b>TOTAL WATER</b>	\$ 1,724.00	\$ -	0.00	0.00	\$ 1,252.69
<b>TOTAL - ALL DEPTS.</b>	\$ 80,581.03	\$ 3,839.54	0.00	90.63	\$ 59,350.74

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK #	CHECK DATE
<b>GENERAL</b>					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	55.02			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	78.20			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	115.00			
INTOXIMETERS	PD MINOR EQUIPMENT	415.00			
IOWA LAW ENFORCEMENT ACADEMY	PD TRAINING - SMITH	150.00			
MONTICELLO COMM SCHOOL DISTRCT	PD OFFICE SUPPLIES	39.00			
MONTICELLO EXPRESS INC	PD SUPPLIES	153.73			
MPH INDUSTRIES, INC	PD MINOR EQUIPMENT	1,859.00			
BRITT SMITH	PD FUEL	38.54			
UNITED RENTALS (NORTH AMERICA)	PD LIGHT TOWER RENTAL	80.00			
			-----		
	110 POLICE DEPARTMENT TOTAL		2,983.49		
<b>AQUATIC CENTER</b>					
CARRICO AQUATIC RESOURCES INC	POOL CHEMICALS	97.28			
FAREWAY STORES #840-1	POOL CONCESSIONS	309.98			
STATE HYGIENIC LABORATORY	POOL LAB TEST	13.50			
INFRASTRUCTURE TECHNOLOGY	POOL INTERNET ACCESS	1,680.00			
MYERS-COX CO.	POOL CONCESSIONS	2,001.07			
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT	2,988.02			
			-----		
	440 AQUATIC CENTER TOTAL		7,089.85		
<b>CEMETERY</b>					
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	79.98			
MONTICELLO EXPRESS INC	CEMETERY ADVERTISING	65.40			
			-----		
	450 CEMETERY TOTAL		145.38		
<b>CLERK/CITY ADMIN</b>					
MOLLI JENN HUNTER	JANITORIAL SERVICES	462.50			
			-----		
	620 CLERK/CITY ADMIN TOTAL		462.50		
<b>ENGINEER</b>					
SNYDER & ASSOCIATES, INC	ENGINEERING FEES	5,046.70			
			-----		
	640 ENGINEER TOTAL		5,046.70		
<b>CITY HALL/GENERAL BLDGS</b>					
BAKER PAPER CO INC	CH BUILDING SUPPLIES	50.44			
BUESING & ASSOCIATES INC	CH PRO FEES - ORBIS	1,780.00			
FAREWAY STORES #840-1	CH MEETING SUPPLIES	27.75			
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	625.90			
KOOB AUTOMOTIVE & TOWING INC	DIGITAL SIGN REMOVAL	3,000.00			
MONTICELLO EXPRESS INC	CH ADVERTISING	624.66			
SIMMERING-CORY IA CODIFICATION	CH PRO FEES	475.00			
SPAHN & ROSE LUMBER CO INC	COMPADRES ROOF	5,257.64			
			-----		
	650 CITY HALL/GENERAL BLDGS TOTAL		11,841.39		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	001 GENERAL TOTAL		27,569.31		
MONTICELLO BERNDES CENTER					
PARKS					
ALL AMERICAN LAWN & LANDSCAPE	MBC GROUNDS SUPPLIES		112.50		
BAKER PAPER CO INC	MBC BUILDING SUPPLIES		127.38		
RAFAEL HUERTA	MBC ROOM DEPOSIT REFUND		45.00		
MOLLI JENN HUNTER	JANITORIAL SERVICES		381.25		
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		50.00		
MONTICELLO COMM SCHOOL DISTRCT	MBC OFFICE SUPPLIES		52.00		
MONTICELLO EXPRESS INC	MBC ADVERTISING		283.35		
MONTICELLO SPORTS	MBC LEAGUE SUPPLIES		90.00		
	430 PARKS TOTAL		1,141.48		
	005 MONTICELLO BERNDES CENTER TOTAL		1,141.48		
FIRE					
FIRE					
DEREK D FEUSS	FIRE EQUIP REPAIR/MAINT		487.00		
FREESE MOTORS INC	FIRE VEHICLE OPERATING		907.41		
MCALFEER WATER CONDITIONING INC	FIRE SOFTENER SALT		33.60		
MUNICIPAL EMERGENCY SERVICES	FIRE OSHA SUPPLIES		84.65		
	150 FIRE TOTAL		1,512.66		
	015 FIRE TOTAL		1,512.66		
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES		247.37		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES		78.19		
FREESE MOTORS INC	AMB VEHICLE REPAIR/MAINT		621.66		
IOWA TOTAL CARE	AMB OVERPAYMENT REFUND		228.80		
MONTICELLO COMM SCHOOL DISTRCT	AMB OFFICE SUPPLIES		39.00		
MONTICELLO EXPRESS INC	AMB OFFICE SUPPLIES		40.00		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES		2,143.34		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL		1,231.21		
	160 AMBULANCE TOTAL		4,629.57		
	016 AMBULANCE TOTAL		4,629.57		
LIBRARY IMPROVEMENT					
LIBRARY					
GREAT JONES COUNTY FAIR	LIB IMP SUMMER READING PROGRAM		82.00		
INFRASTRUCTURE TECHNOLOGY	LIB IMP COMPUTER		595.00		
MONTICELLO COMM SCHOOL DISTRCT	LIB IMP SUMMER READING PROGRAM		10.00		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	410 LIBRARY TOTAL		687.00		
	030 LIBRARY IMPROVEMENT TOTAL		687.00		
LIBRARY					
LIBRARY					
ALL AMERICAN LAWN & LANDSCAPE	LIB WEED CLEANUP & CONTROL		138.00		
BAKER & TAYLOR BOOKS	LIB BOOKS		333.68		
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES		5.50		
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS		36.04		
MOLLI JENN HUNTER	JANITORIAL SERVICES		231.25		
INFRASTRUCTURE TECHNOLOGY	LIB MERAKI LICENSE & SUPPORT		325.00		
KONICA MINOLTA BUSINESS	LIB OFFICE SUPPLIES		184.61		
MONTICELLO COMM SCHOOL DISTRCT	LIB OFFICE SUPPLIES		120.00		
OVERDRIVE	LIB BOOKS		530.67		
PENNY SCHMIT	LIB PROGRAMS/PROMOTIONS		25.62		
	410 LIBRARY TOTAL		1,930.37		
	041 LIBRARY TOTAL		1,930.37		
AIRPORT					
AIRPORT					
MCALLEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES		35.00		
MONTICELLO AVIATION INC	AIRPORT MANAGER		2,083.37		
	280 AIRPORT TOTAL		2,118.37		
	046 AIRPORT TOTAL		2,118.37		
ROAD USE					
STREETS					
ACCENT CONSTRUCTION	RU STREET MAINTENANCE SUPPLIES		220.00		
BAKER PAPER CO INC	RU SUPPLIES		70.61		
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES		438.88		
RODNEY COOHEY	RU STREET MAINTENANCE SUPPLIES		150.00		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT		3,178.37		
DIAMOND VOGEL PAINT CENTER 227	RU STREET MAINTENANCE SUPPLIES		2,086.22		
JOHN DEERE FINANCIAL	RU VEHICLE OPERATING		843.81		
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT		47.98		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT		120.40		
MERCY PHYSICIAN ASSOCIATES	RU OSHA - KAHLER		15.00		
MID-IOWA SOLID WASTE EQUIP CO	RU EQUIP REPAIR/MAINT		1,597.06		
STEVE MONK CONSTRUCTION	RU STREET MAINTENANCE CONTRACT		30,479.58		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT		207.82		
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES		665.16		
SPAHN & ROSE LUMBER CO INC	RU SUPPLIES		17.79		
UNITY POINT HEALTH HOSPITALS	RU OSHA - SCOTT		26.66		
WHITE HAWK PLUMBING & HEATING	RU BLDG REPAIR/MAINT		16.90		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	210 STREETS TOTAL		40,182.24		
	110 ROAD USE TOTAL		40,182.24		
EMPLOYEE BENEFITS					
POLICE DEPARTMENT					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			75.00		
	110 POLICE DEPARTMENT TOTAL		75.00		
AMBULANCE					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			60.00		
	160 AMBULANCE TOTAL		60.00		
STREETS					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			36.00		
	210 STREETS TOTAL		36.00		
LIBRARY					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			20.00		
	410 LIBRARY TOTAL		20.00		
PARKS					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			20.00		
	430 PARKS TOTAL		20.00		
CEMETERY					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			6.50		
	450 CEMETERY TOTAL		6.50		
SUPER MAC FUND					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			5.00		
	499 SUPER MAC FUND TOTAL		5.00		
CLERK/CITY ADMIN					
WELLMARK BLUE CROSS BLUE SHIEL THIRD PARTY EOB CHARGE			29.00		
	620 CLERK/CITY ADMIN TOTAL		29.00		
	112 EMPLOYEE BENEFITS TOTAL		251.50		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
ADVANTAGE ARCHIVES LLC	LIB GEHRET SUPPLIES		600.00		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	410 LIBRARY TOTAL		600.00		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		600.00		
DEBT SERVICE DEBT SERVICE UMB BANK, N.A.	DEBT 2019 GO FEES		480.00		
	710 DEBT SERVICE TOTAL		480.00		
WATER UMB BANK, N.A.	DEBT WATER 2010 GO FEES		185.00		
	810 WATER TOTAL		185.00		
SEWER UMB BANK, N.A.	DEBT SEWER 2010 GO FEES		117.50		
	815 SEWER TOTAL		117.50		
STORM WATER FUND UMB BANK, N.A.	DEBT STORM SWR 2016 GO FEES		17.50		
	865 STORM WATER FUND TOTAL		17.50		
	200 DEBT SERVICE TOTAL		800.00		
TIF - DEBT DEBT SERVICE UMB BANK, N.A.	TIF 2019 GO FEES		300.00		
	710 DEBT SERVICE TOTAL		300.00		
	225 TIF - DEBT TOTAL		300.00		
PARK IMPROVEMENT CAPITAL PROJECTS MONTICELLO EXPRESS INC	MONTI IN MOTION CAR SHOW		55.00		
	750 CAPITAL PROJECTS TOTAL		55.00		
	313 PARK IMPROVEMENT TOTAL		55.00		
MARY MAXINE REDMOND TRUST LIBRARY ADVANTAGE ARCHIVES LLC	LIB REDMOND PROGRAMMING		252.50		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	410 LIBRARY TOTAL		252.50		
	339 MARY MAXINE REDMOND TRUST TOTAL		252.50		
TRUST/IOMA MARY BAKER LIBRARY					
CENTER POINT PUBLISHING	LIB BAKER BOOKS		42.54		
INFRASTRUCTURE TECHNOLOGY	LIB BAKER TECH SUPPORT		345.00		
	410 LIBRARY TOTAL		387.54		
	503 TRUST/IOMA MARY BAKER TOTAL		387.54		
WATER					
WATER					
TRACY L CHAPPELL	WATER EQUIP REPAIR/MAINT		231.63		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		54.00		
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING		9.00		
J&R SUPPLY INC	WATER SUPPLIES		160.00		
LASLEY ELECTRIC LLC	WATER SUPPLIES		44.32		
MONTICELLO EXPRESS INC	WATER ADVERTISING		157.78		
MUNICIPAL SUPPLY INC	WATER SUPPLIES		379.00		
WELLMARK BLUE CROSS BLUE SHIEL	THIRD PARTY EOB CHARGE		16.25		
WHITE HAWK PLUMBING & HEATING	WATER SYSTEM		340.00		
	810 WATER TOTAL		1,391.98		
	600 WATER TOTAL		1,391.98		
SEWER					
SEWER					
ELECTRIC PUMP INC	SEWER BLDG REPAIR/MAINT		870.00		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		11.88		
FREESE MOTORS INC	SEWER VEHICLE OPERATING		61.94		
W.W. GRAINGER, INC	SEWER SUPPLIES		215.52		
HACH COMPANY	SEWER LAB SUPPLIES		82.37		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		1,498.00		
JOHN DEERE FINANCIAL	SEWER SUPPLIES		273.98		
KROMMINGA MOTORS INC	SEWER EQUIP REPAIR/MAINT		146.46		
MERCY PHYSICIAN ASSOCIATES	SEWER OSHA - KAHLER		5.00		
MUNICIPAL SUPPLY INC	SEWER SUPPLIES		391.30		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		247.83		
WELLMARK BLUE CROSS BLUE SHIEL	THIRD PARTY EOB CHARGE		26.25		
WHITE HAWK PLUMBING & HEATING	SEWER EQUIP REPAIR/MAINT		120.06		
	815 SEWER TOTAL		3,950.59		
	610 SEWER TOTAL		3,950.59		



# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SANITATION					
SANITATION					
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	11,940.66			
WELLMARK BLUE CROSS BLUE SHIEL	THIRD PARTY EOB CHARGE	6.00			
	840 SANITATION TOTAL		11,946.66		
	670 SANITATION TOTAL		11,946.66		
	Accounts Payable Total		99,706.77		


**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	27,569.31
005 MONTICELLO BERNDEN CENTER	1,141.48
015 FIRE	1,512.66
016 AMBULANCE	4,629.57
030 LIBRARY IMPROVEMENT	687.00
041 LIBRARY	1,930.37
046 AIRPORT	2,118.37
110 ROAD USE	40,182.24
112 EMPLOYEE BENEFITS	251.50
178 TRUST/SLAVKA GEHRET FUND	600.00
200 DEBT SERVICE	800.00
225 TIF - DEBT	300.00
313 PARK IMPROVEMENT	55.00
339 MARY MAXINE REDMOND TRUST	252.50
503 TRUST/IOMA MARY BAKER	387.54
600 WATER	1,391.98
610 SEWER	3,950.59
670 SANITATION	11,946.66
<hr style="border-top: 1px dashed black;"/>	
TOTAL FUNDS	99,706.77

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	Investments	Investments Bank	Ending Fund Balance
<b>GENERAL FUNDS:</b>														
	General	957173.45	104862.91	1762.91	132202.75	77807.87	132202.75	853788.65	775.00	801671.51	51342.14			853788.65
	Soldiers Memorial Board	12810.37	250.00	0.06		226.50		12833.92						12833.92
	Monticello Bemdes Center	18313.15	4043.35	4.25	40000.00	19222.51		43138.24	100.00	43038.24				43138.24
	Dare	6371.30		3.09				6374.39		6374.39				6374.39
	Canine	8864.93	1250.00	2.76		1130.75		8986.94		8986.94				8986.94
	Insurance Fund	47565.43		35.98		3289.32		44312.09		23722.82	20589.27			44312.09
	Monticello Trees Forever	28993.43		26.69		4738.21		28700.13		106073.47	14829.40			28700.13
	Fire	117309.01	8222.50	109.57	18750.00	31999.21	10000.00	120902.87		96537.01				120902.87
	Ambulance Operating	88147.33	31557.75	81.14		18.41		16852.91		16852.91				16852.91
	Hotel/Motel Tax Fund	25972.09	2875.32	23.91				238.26						238.26
	Earl F Lehmann Trust	238.26	500.00			1000.00		1300.00		1300.00				1300.00
	Street Bond	1800.00	7.00					-3.48		-3.48				-3.48
	Police Improvement	-10.48	644.00	30.79		491.67		32690.33		4310.24	28380.09			32690.33
	Library Improvement	32507.21	212.30	26.13	10416.75	10150.69	2000.00	26928.82	75.00	21762.44	5091.38			26928.82
	Library	28424.33		14.99	20000.00			37526.52		20000.00	17526.52			37526.52
	Equipment Set-A-Side	17511.53		2.30	19356.00	1530.40		20326.47		20326.47				20326.47
	Super Mac	2498.57	20363.19	49.44		4266.81		69854.15		69854.15				69854.15
	Airport	53708.33		39.52				42060.44		15448.36	26612.08			42060.44
	Revolving Loan Fund	42020.92												
<b>SPECIAL REVENUE FUNDS:</b>														
	Road Use Tax	562817.75	38679.79			21742.98		579754.56		195180.99	384573.57			579754.56
	Road Use Tax Set Aside	65.06		0.06				65.12		65.12				65.12
	Employee Benefits	431524.73	17290.61	408.73		33502.60		415721.47		11672.74	299699.17			415721.47
	TIF Tax Collections	399128.98	23181.99	307.99			265607.25	157011.71		131673.01	25338.70			157011.71
	Slavka Gehret Trust	205894.72		196.68		574.94		205516.46		18762.59	186753.87			205516.46
	Police Forfeiture Acct	1165.49		1.07				1166.56		1166.56				1166.56
<b>DEBT SERVICE FUNDS:</b>														
	Debt Service	456531.28	15748.69	313.48	208458.50	567822.75		113229.20		-7391.87	120621.07			113229.20
	TIF - Debt Payments	0.00			265607.25	265607.25		0.00						0.00
<b>PERMANENT FUNDS:</b>														
	Park Improvements	-13598.43	1360.00			1186.00		32255.57		32255.57				32255.57
	Library Capital Improvement	9818.89		8.85	45680.00			11627.74		11627.74				11627.74
	Ambulance Improvements	83988.06	2980.50	80.27	2000.00			87048.83		9737.20	77311.63			87048.83
	TIF Projects	113265.95						113265.95		34765.95	78500.00			113265.95
	Cemetery Improvements	59193.23	490.00	227.99				59911.22		10727.89	49183.33			59911.22
	Capital Improvements	353223.55	385.00	324.32				353932.87		47751.02	306181.85			353932.87
	Youth Baseball & Softball	0.00						0.00						0.00
	Low Income Housing	15250.28		14.27				15264.55		15264.55				15264.55
	Baty Disc Golf Course	6500.59		5.97		352.00		6164.56		5976.22	178.34			6164.56
	Mary Maxine Redmond Trust	8158.14		7.80		101.72		8064.22		142.05	7922.17			8064.22
	Pocket Park	10431.50		9.79				10441.29		5426.42	5014.87			10441.29
<b>ENTERPRISE FUNDS:</b>														
	Cemetery Perpetual Care	170719.10	800.00					171519.10		29032.30	142486.80			171519.10
	Charles S Bidwell Book Trust	82811.78		79.90		86.23		82804.85		2603.09	80201.76			82804.85
	Ioma Mary Baker Trust	38671.62		37.23		103.78		38605.07		-267.29	38872.36			38605.07
	Water Operating	227260.89	36646.64	214.53		21514.85	105023.00	137584.41		-1551.03	139135.44			137584.41
	Customer Deposits	93750.70	400.00			360.00		93790.70		12218.14	81572.56			93790.70
	Water Capital Improvements	13481.80	619.87	57.34				14159.01		8279.95	5879.06			14159.01
	Sewer Operating	331324.86	50228.65	313.00		30484.87	92734.50	258647.14		49859.67	208787.47			258647.14
	Sewer Capital Improvements	69002.06	619.86	109.49		33900.00		35831.41		2826.55	33004.86			35831.41
	Sanitation	52376.15	48379.62	29.71		39362.90		61422.58		61422.58				61422.58
	Sanitation Capital Improvements	8476.11		7.80				8483.91		8483.91				8483.91
	Yard Waste	20396.89	3605.52	18.78		236.01		23785.18		23785.18				23785.18
	Storm Water fund	16030.59	2501.66	14.94		249.97	10701.00	7596.22		2581.35	5014.87			7596.22
	Self Funded Insurance	0.00	5187.56			5187.56		0.00						0.00
<b>AGENCY FUNDS</b>														
	Flex Spending	161.02						161.02		161.02				161.02
	Enterprise Flex Spending	107.48						107.48		107.48				107.48
<b>TOTAL OF ALL FUNDS</b>														
		5317949.98	423894.28	5002.91	630268.50	1178568.55	630268.50	4568276.62	950.00	2098117.26	2456139.18	12833.92	238.26	4568276.62

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



Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
<b>F &amp; M Bank</b>					
Total by Bank	\$0.00				
<b>Citizens State Bank</b>					
Savings # 6025641	\$238.26	0.150	N/A		Earl F Lehmann Trust Soldier Memorial
Checking # 394486	\$12,833.92		N/A		
Total by Bank	\$13,072.18				
<b>Dutrac Credit Union</b>					
Total by Bank	\$0.00				
<b>Regions Banks</b>					
Checking # 0002959379			closed		Soldiers Memorial Soldiers Memorial
Money Market #0087688689			closed		
Total by Bank	\$0.00				
<b>Fidelity Bank &amp; Trust</b>					
Total by Bank	\$0.00				
<b>Ohnward Bank &amp; Trust</b>					
General Ckg/Sweep #40002008	\$2,102,369.36	1.26	N/A		General Checking General Savings
Property Tax & Water #40001992	\$2,456,139.18	1.26	N/A		
Total by Bank	\$4,558,508.54				
Total Cash on Hand- All Banks	\$4,571,580.72				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$367.51				
Less Outstanding Checks	\$4,619.61				
Treasurer's Balance	\$4,568,278.62				

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

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

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

Bank Balance		
General Checking	\$2,102,369.36	
Property Tax & Water	\$2,456,139.18	
Soldiers Memorial Ckg	\$12,833.92	
Earl F Lehmann Trust	\$238.26	
DuTrac Savings	\$0.00	
Soldier Memorial Money Market	\$0.00	
		<hr/>
Total Bank Balance		\$4,571,580.72
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
		<hr/>
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$367.51	
		<hr/>
Total Outstanding Credit Card Pymts		\$367.51
Less Outstanding Checks:		
Financial/Payroll	\$4,619.61	
Soldiers Memorial		
		<hr/>
Total Outstanding Checks		\$4,619.61
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$950.00	
		<hr/>
Total Investments		\$950.00
Treasurer's Balance		<hr/> <hr/>
		\$4,568,278.62

Prepared By: Sally Hinrichsen  
Sally Hinrichsen, City Clerk

Reviewed by: Russell Farnum  
Russell Farnum, City Administrator

City Council Meeting  
Prep. Date: 5/26/2021  
Preparer: Sally Hinrichsen



Agenda Item: #142  
Agenda Date: 06/21/2021

*Communication Page*

**Agenda Items Description:** Public Hearing on proposed McMATT Properties Development Agreement. Resolution approving a Development Agreement between the City of Monticello and McMATT Properties

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

**Attachments & Enclosures:**

Proposed resolution
Proposed Development Agreement

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** The proposed Development Agreement provides tax incentives that are consistent with incentives previously offered to developers and approved by the Council

**Background Information:** McMATT Properties is proposing construction of a 47-unit rental storage facility along John Drive in the Industrial Park, also known as: The northernmost 105 feet of the tract of land having PIN 0216300030 to the City of Monticello, County of Jones, State of Iowa

The City agrees to make 20 semi-annual economic development tax increment payment. The tax increment payments are based on the amount of taxes paid by Developer less the protected levies (Debt (Bond and Interest) Taxes all taxing entities and the School Physical Plant and Equipment levy (PPEL). Payment of rebates will begin on December 1, 2023.

**Staff Recommendation:** I recommend that the Council approve the proposed Development Agreement with McMATT Properties

DATE FOR HEARING ON  
DEVELOPMENT AGREEMENT AND  
TAX INCREMENT PAYMENTS

(McMATT Properties)

Monticello, Iowa

June 21, 2021

A meeting of the City Council of the City of Monticello, Iowa, was held at the Monticello Renaissance Center, Community Media Room, Monticello, Iowa, 6:00 o'clock p.m., on June 21, 2021 pursuant to the rules of the Council.

The Mayor Brian Wolken presided and the roll was called, showing members present and absent as follows:

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

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

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

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

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

Abstained: \_\_\_\_\_

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

RESOLUTION NO.

To Approve Development Agreement between City of Monticello  
and McMATT Properties

**WHEREAS**, the City of Monticello, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Monticello Urban Renewal Area (the “Urban Renewal Area”); and

**WHEREAS**, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in various Urban Renewal Areas pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa, which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

**WHEREAS**, the City proposes to enter into an agreement (the “Development Agreement”) with McMATT Properties (the “Developer”) with respect to the construction of a 47-unit rental storage facility, on a parcel of property located in the Industrial Park, and

**WHEREAS**, the Development Agreement would provide financial incentives to the Developer in the form of incremental property tax payments rebates to the Developer under the authority of Section 403.9(1) of the Code of Iowa, rebating a portion of real estate taxes paid for a number of years, and

**WHEREAS**, the City Council scheduled a public hearing on the proposed Development Agreement for tonight’s meeting, June 21, 2021 at 6:00 p.m., and

**WHEREAS**, The City Council has held the public hearing as scheduled.

**NOW THEREFORE, IT IS RESOLVED** by the City Council of the City of Monticello, Iowa, on this 21<sup>st</sup> day of June, 2021, by the approval of this Resolution, does hereby approve the proposed Development Agreement and incentives offered therein.

**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 21<sup>st</sup> day of June, 2021.

---

Brian Wolken, Mayor

Attest: \_\_\_\_\_  
Sally Hinrichsen, City Clerk



## DEVELOPMENT AGREEMENT

This Agreement is entered into between the City of Monticello, Iowa (the "City") and McMATT Properties (the "Developer") as of the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

WHEREAS, the City has previously established the Monticello Urban Renewal Area (the "Urban Renewal Area"), and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the Developer intends to acquire certain real property which is situated within the Urban Renewal Area and more specifically described on Exhibit A hereto (the "Property"), and the Developer will undertake the construction of a 47-unit rental storage facility (the "Project") on the Property; and

WHEREAS, the Developer has requested tax increment financing assistance with respect to the Project for Economic Development in a Commercial or Industrial Area; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

### **A. Developer's Covenants**

1. The Developer agrees to acquire the Property and agrees to construct (or cause to be constructed) and maintain the Project on the Property, and to use the completed facilities as part of its business operations throughout the term of this Agreement.

2. The Developer agrees to make timely payment of all property taxes as they come due throughout the term of this Agreement with respect to the Property and to submit a receipt or cancelled check in evidence of each such payment.

3. The Developer agrees to the following: (a) Begin construction said facility within one (1) year of this Agreement and diligently prosecute the same to completion; (b) Provide on-site storm water control as required by City Ordinances; and (c) Complete the with a concrete parking and vehicle maneuvering area within two (2) years of the initial occupancy of the structure.

4. The Developer agrees that the existing landscaped buffer consisting of multiple rows of arbor vitae along the south property line shall be maintained at a minimum, for the term of this agreement. Any dead or dying stock shall be removed and replaced with similar varieties or stock in a timely manner. Should another variety of tree be proposed, it shall be subject to review and approval by the City. Any weeds growing under said trees shall be removed, and all grass or other ground cover shall be properly mowed or maintained.

**B. City's Covenants**

**1. Rebate Payments.** In recognition of the Developer's obligations set out above, the City agrees to make 20 semi-annual economic development tax increment payments (the "Rebate Payments") to the Developer, pursuant to Chapters 15A and 403 of the Code of Iowa and as described below.

This Agreement assumes that the taxable valuation of the completed Project will go on the property tax rolls as of January 1, 2022. Accordingly, the Rebate Payments will be made on June 1 and December 1 of each fiscal year, beginning on December 1, 2023 and continuing to and including June 1, 2033.

Each Rebate Payment shall be in an amount which represents a percentage (the "Annual Percentage") of the Incremental Property Tax Revenues available to the City with respect to the Property during the 6 months immediately preceding each Payment date reduced by the Repayment Deduction (as hereinafter set forth). Incremental Property Tax Revenues are produced by multiplying the consolidated property tax levy (city, county, school, etc.) times the incremental valuation of the Property, then subtracting debt service levies of all taxing jurisdictions, subtracting the school district physical plant and equipment levy and subtracting any other levies which may be exempted from such calculation by action of the Iowa General Assembly. The Annual Percentages shall be as follows:

FY 2023-2024: 100%  
FY 2024-2025: 90%  
FY 2025-2026: 85%  
FY 2026-2027: 80%  
FY 2027-2028: 75%  
FY 2028-2029: 70%  
FY 2029-2030: 65%  
FY 2030-2031: 60%  
FY 2031-2032: 60%  
FY 2032-2033: 60%

**2. Security and Debt Certification.** The Total Payments shall not constitute general obligations of the City, but shall be made solely and only from incremental property taxes received by the City from the Jones County Treasurer which are attributable to the Property, in the case of the Rebate Payments.

Each Payment shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the term of this Agreement, the City Council shall consider the question of obligating for appropriation to the funding of the Payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year equal to or less than the most recent Developer's Estimate factored by the Annual Percentage to be in effect in the next succeeding fiscal year (the "Appropriated Amount").

If in any given fiscal year the City Council determines to not obligate the then-considered Appropriated Amount, the City will be under no obligation to fund the Payments scheduled to become due in the following fiscal year, and the Developer will have no rights whatsoever to compel the City to make such Payments or to seek damages relative thereto. A determination by the City Council to not obligate funds for any particular fiscal year's Payments shall not render this Agreement null and void and the Developer may make future requests for appropriation.

In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, then the City Clerk will certify by December 1 of each such year to the Jones County Auditor an amount equal to the most recently obligated Appropriated Amount.

It is the intention and desire of the City Council, at the passage of this Developer's Agreement, that funds will be annually appropriated as contemplated herein absent a finding by the City Council of severe hardship to the City.

**C. Administrative Provisions**

1. This Agreement may not be amended or assigned by either party without the written consent of the other party.

2. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Developer have caused this Agreement to be signed, and the City's seal to be affixed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF MONTICELLO, IOWA

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

Attest:

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

\_\_\_\_\_  
Mike McDonough, on behalf of McMATT Properties

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE PROPERTY**

**Certain real property in the City of Monticello, County of Jones, State of Iowa more particularly described as follows:**

(TBD) The northernmost 105 feet of the tract of land having PIN 0216300030 to the City of Monticello, County of Jones, State of Iowa.

City Council Meeting  
Prep. Date: 5/26/2021  
Preparer: Sally Hinrichsen



Agenda Item: # 3 + 4  
Agenda Date: 06/21/2021

*Communication Page*

**Agenda Items Description:** Public Hearing on designation of Amended Monticello Urban Renewal Plan. Resolution approving Proposed Amendments to Urban Renewal Plan.

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

<b>Attachments &amp; Enclosures:</b>
Proposed resolution
P & Z recommendation

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

**Synopsis:** The proposed Amendment to the Urban Renewal Plan includes area and specifically identify the 47-unit rental storage facility

**Background Information:** McMATT Properties is proposing construction of a 47-unit rental storage facility along John Drive in the Industrial Park, also known as: The northernmost 105 feet of the tract of land having PIN 0216300030 to the City of Monticello, County of Jones, State of Iowa.

Upon approval of the Agreement, the City will need to modifying the Urban Renewal Area to include the McMATT Properties' property. The Urban Renewal Plan will need to be amended to add this proposed project.

**Staff Recommendation:** Staff recommends that the Mayor open the Public Hearing, accept public comment, close the public hearing and thereafter, approve Resolution approving Proposed Amendments to Urban Renewal Plan.

# The City of Monticello, Iowa

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

**To Approve Amendment to Urban Renewal Plan to include Development Agreement and Economic Incentives to McMATT Properties**

**WHEREAS,** The City of Monticello has previously created the Monticello Urban Renewal Area, as subsequently amended, hereinafter referenced as the "Urban Renewal Area", and

**WHEREAS,** The Council, being duly advised, has determined it appropriate and desirable to amend the Urban Renewal Plan to include the provision of incentives to be paid to McMATT Properties consistent with a previously approved Development Agreement in return for the construction of a new 47-unit rental storage facility on a lot located along John Drive in the Industrial Park, and

**WHEREAS,** The Council desires to consider all input before making a final decision on the proposed amendment to the Urban Renewal Plan, and

**WHEREAS,** A Public Hearing must be scheduled to allow for public input on the proposed amendments, and the public hearing was previously scheduled with appropriate notice published in the Monticello Express for tonight, and

**WHEREAS,** The City of Monticello Planning & Zoning Board previously reviewed the proposed amendment and voiced no objections, and

**WHEREAS,** The City Administrator invited the School Superintendent and the County Auditor to a meeting to discuss the proposed amendment as required by the Code, and

**WHEREAS,** No objections have been received from the County, the School, or anyone else to the proposed amendment.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council in session this 21<sup>st</sup> day of June, 2021, that the proposed amendment to the Monticello Urban Renewal Plan, 2021 Plan Amendment #2, approving an amendment to the plan to provide incentives to the Developer in return for the construction of the proposed 47-unit rental storage facility as set out fully in a Development Agreement between the Developer and the City approved by Resolution No. 2021-52 on May 3, 2021.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 21<sup>st</sup> day of June, 2021.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, City Clerk

City Council Meeting  
 Prep. Date: 5/26/2021  
 Preparer: Sally Hinrichsen



Agenda Item: # 5  
 Agenda Date: 06/21/2021

*Communication Page*

**Agenda Items Description:** Resolution Approving amendment to the three-year Mowing contract between Steve and Lisa Monk, independent contractors, under the same terms and conditions as set forth within the "Mowing Service Agreement"

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	Berndes Center
Expenditure:	
Revenue:	

**Synopsis:** City mowing contract with Stephen & Lisa Monk expired on December 31, 2023, however City looked to add the following: 516 North Cedar Street lot, fire hydrants along South Main Street and 190<sup>th</sup> Street from 1047 South Main to south water tower lane, lane by the new (south) water tower and rest area on Amber Road.

**Background Information:** Stephen & Lisa Monk has handled the mowing since 2004. On June 7, 2021, City amended the mowing agreement to include the following:

516 North Cedar Street lot, fire hydrants along South Main Street and 190<sup>th</sup> Street from 1047 South Main to south water tower lane, lane by the new (south) water tower and rest area on Amber Road at a cost of \$85.00 per occurrence (includes Round Up as needed)

The proposed contract was drafted adding the 516 North Cedar Street lot, fire hydrants along South Main Street and 190<sup>th</sup> Street from 1047 South Main to south water tower lane, lane by the new (south) water tower and rest area on Amber Road , to the separate payment schedule of the mowing contract.

**Staff Recommendation:** I recommend that the Council approve the mowing contract between the City of Monticello and Stephen and Lisa Monk.

# The City of Monticello, Iowa

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

RESOLUTION #

**Approving amendment to the three-year Mowing contract between Steve and Lisa Monk, independent contractors, under the same terms and conditions as set forth within the "Mowing Service Agreement"**

**WHEREAS**, The Monticello City Council has contracted with Steve Monk Construction & Lawn since 2004 and on June 7, 2021 accepted their amendment to the mowing agreement to include the following: 516 North Cedar Street lot, fire hydrants along South Main Street and 190<sup>th</sup> Street from 1047 South Main to south water tower lane, lane by the new (south) water tower and rest area on Amber Road at a cost of \$85.00 per occurrence (includes Round Up as needed) mowing, and

**WHEREAS**, The Council directed City Administrator to update the current contract between the City and Stephen and Lisa Monk to include this amendment with the understanding that the agreement, when modified, will be brought to the City Council for final review and approval, and

**WHEREAS**, the Contractor has offered to continue to provide the scope of services as set forth within the "Mowing Service Agreement, subject to the same terms and conditions, for a three (3) year term, and

**WHEREAS**, the City Council finds it to be in the City's best interest to amend the proposed three (3) year "Mowing Service Agreement".

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 21<sup>st</sup> day of June 2021, that the Mowing Service Agreement between the City and the Monks, previously described herein, shall be amended by and between the City and the Monks for the three (3) year period under the same terms and conditions as set forth therein. The Parties to said agreement shall execute a new copy of the agreement following the entry of this Resolution.

**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 21<sup>st</sup> day of June, 2021.

Attest:

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

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



## MOWING SERVICE AGREEMENT

This agreement, hereinafter referred to as the "Contract", is entered into by and between the City of Monticello, hereinafter referred to as "City", and Stephen and Lisa Monk, hereinafter referred to as "Contractor".

In consideration of the mutual agreements and promises set forth herein, City and Contractor agree as follows:

**1. INDEPENDENT CONTRACTOR:** Contractor shall be considered an Independent Contractor. Contractor shall have no protection or benefit from and/or under the City of Monticello Collective Bargaining Agreement. Contractor shall be responsible for providing labor, supplies, materials, tools and equipment, insurance, including but not limited to Worker's Compensation coverage, necessary to perform Contractor's obligations as set forth herein.

**2. CONTRACTOR OBLICATIONS/DUTIES:** Contractor agrees to mow, trim, collect trimmings, remove clippings from paved areas including sidewalks, mulch at end of season, apply round up where necessary, aerate (at the end of the mowing season), apply weed control (spray) (during fall or spring – at City's request), and fertilize as set forth within the table attached hereto and marked "Exhibit A".<sup>1</sup>

**3. CONTRACTOR COMPENSATION:** City will pay Contractor the sum of \$35,100.00 in return for Contractor's performance of the duties as set forth previously herein. The Contractor will be paid six (6) equal installments of \$5,850.00 commencing on the 30<sup>th</sup> of May, and on or about the 30<sup>th</sup> of each month thereafter through the month of October. The above compensation does not include compensation for the following locations which shall be compensated separately, as set out below:

1. Baty Disc Golf Course and Willow Shelter are mowed at a cost of \$176 per occurrence. (No trimming, no weeding, no fertilizing)
2. Northridge Retention is mowed at a cost of \$45 per occurrence. (No trimming, no weeding, no fertilizing)
3. 516 North Cedar Street lot, fire hydrants along South Main Street and 190<sup>th</sup> Street from 1047 South Main to south water tower lane, lane by the new (south) water tower and rest area on Amber Road at a cost of \$85.00 per occurrence (includes Round Up as needed)

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<sup>1</sup> Contractor agrees to bag any clippings when windrows are created, to maintain grass between 1.5" and 3.0", and to collect and move all branches or other yard waste from the property to one curb/street location, to be coordinated with City Staff, near the property being maintained for the City to collect. The City shall be responsible for the collection and clean-up of sticks/branches before the mowing season commences and after major wind events or storms. When using round-up where approved, Contractor shall maintain areas free of dead/dying sprayed weeds. (i.e. Leaving "dead" sprayed weeds exceeding 3.0" in height is unacceptable.)

4. **TERM OF CONTRACT:** The Contractor shall provide the above-delineated services to the City from January 1, 2021 through December 31, 2023.

5. **RENEWAL:** The parties agree that this Contract shall automatically renew for a like term at the end of the Contract term, and annually thereafter until terminated by either party pursuant to the termination provisions set forth herein. No notice, other than these provisions, shall be required by the City to terminate this Contract at the end of the Contract Term.

6. **TERMINATION OF CONTRACT DURING TERM:** The City Council may terminate the services of Contractor at any time by giving Contractor written notice delivered by regular mail to Contractor at 20189 210<sup>th</sup> Avenue, Monticello, Iowa 52310. The Contract may only be terminated for just cause, and only after the Contractor has been given an opportunity to meet with the Mayor and City Administrator to discuss the problems and/or issues bringing about the proposed termination. The City Administrator, after consultation with the Mayor, shall determine whether or not the Contract should continue or, in the alternative, the Contract should be terminated. In the event of termination for just cause the City shall pay the Contractor on a pro-rated basis for work performed.

7. **LICENSES/PERMITS:** Contractor shall provide proof to the City that Contractor is licensed to dispense and/or apply fertilizer(s) and/or pesticide(s) pursuant to the terms of this contract. It shall be the sole obligation of Contractor to obtain necessary licenses/permits. Prior to the application of any fertilizer(s) or pesticide(s) the contractor shall notify the City of the intended application and provide information to the City in regard to the products intended to be applied.

8. **INSURANCE:** Contractor shall obtain and maintain liability insurance in the following dollar amounts during the term of this contract:

Bodily injury liability	\$ 500,000 per occurrence
Property damage	\$ 500,000 per occurrence
Medical payments	\$ 5,000 per person
Products and or completed work	\$ 500,000
Fire, legal liability	\$ 50,000 per occurrence
Personal and advertising liability	\$ 500,000
Aggregate limits	
a) General coverage	\$ 1,000,000
b) Products and/or completed work	\$ 1,000,000

Said insurance shall be paid in full prior to the commencement of the Contract Term and the Contractor shall provide proof of said insurance and the full payment of the premium associated therewith, prior to the commencement of the Contract term.

9. **INDEMNIFICATION:** Contractor shall defend, hold harmless, and indemnify the City from and against any claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring during the performance of or otherwise associated with the Contractor's duties. Contractor shall in the event of litigation be required to reimburse the City for any and all reasonable attorney fees incurred by the City associated with and arising out of the acts or omissions of the Contractor related to and/or associated with the Contractor's performance of its duties set forth herein.

10. **EFFECTIVE DATE:** This Contract shall be effective and enforceable upon approval of the Monticello City Council.

Signed and dated this 21st day of June, 2021.

\_\_\_\_\_  
**Stephen Monk, Contractor**

\_\_\_\_\_  
**Lisa Monk, Contractor**

Signed and dated this 21<sup>st</sup> day of June, 2021.

Attest:

\_\_\_\_\_  
**City of Monticello**  
**Brian R. Wolken, Mayor**

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

## Exhibit A Mowing Locations / Responsibilities

	Mo w	Tri m	Collect	Off Paved	Mulch <sup>2</sup>	Roun d Up	Aerate <sup>3</sup>	Spray	Fertiliz e
City Shop	X					X		X	X
Emergency Response Ctr.	X	X		X				X	X
Fire Station	X			X		X		X	X
Water Towers	X					X		X	X
North Well	X					X		X	X
Library	X	X		X				X	X
Berndes Center	X	X			X			X	X
Aquatic Center (Outside) <sup>4</sup>	X	X			X		X	X	X
Aquatic Center (Inside)	X	X	X <sup>5</sup>				X	X	X
Fountain Park	X	X			X		X	X	X
Riverside Gardens	X	X			X		X	X	X
Ball Diamonds <sup>6</sup>	X						X	X	X
Jacobs Park <sup>7</sup>	X	X			X			X	
Fairgrounds	X	X			X		X	X	X
Along Stream/Pool	X	X			X			X	X
Lot by "Lions" Diamond (Old)	X	X						X	X
Maple Street "Ditch" 9 <sup>th</sup> -10 <sup>th</sup> Street		X							
Baty Disc Golf*	X			(Off Trail)	X				
Willow Shelter*	X			(Off Trail)					
Northridge Retention*	X								
N Cedar St lot, fire hydrants along S Main St & 190 <sup>th</sup> St, water tower lane and rest area on Amber Road	X					X			

\*See notes in Contractor Compensation portion of agreement with regard to these locations.

<sup>2</sup> Mulch leaves at end of season at all locations if there are significant leaves on the property.

<sup>3</sup> Aerate Inside Aquatic Center/Ball Diamonds yearly (spring), all other noted location on even years (i.e.2022, 2024, etc.)

<sup>4</sup> Includes City property adjacent to and or around the football field, including the area near the basketball court, but not including the areas within the fenced confines of the football field

<sup>5</sup> Leading into Memorial and Labor Day Holiday weekends.

<sup>6</sup> Ball Diamonds shall include the following: Jaycee, Kleinow and "Lions" Diamond (Old)

<sup>7</sup> Including weed whipping of ditch area as needed.

City Council Meeting  
Prep. Date: June 17, 2021  
Preparer: Nick Kahler



Agenda Item: 6  
Agenda Date: June 21, 2021

*Communication Page*

**Agenda Items Description:** Removal of Alliant street light

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

**Attachments & Enclosures:**

Alliant removal form

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

**Synopsis:** We have a very bright intersection with two street lights. ☺

**Background Information:** There is a street light attached to the wooden pole on the SW corner at the intersection of E.2<sup>nd</sup> St. and N. Sycamore St.. Directly across the street to the North is a new green light pole that was put up with the N. Sycamore St. reconstruction. We pay Alliant rent on the light that is attached to the wooden pole.

**Staff Recommendation:** I recommend the approval of removing the street light on the wooden pole.

**STREET LIGHTING RESOLUTION**  
(Prepare in Triplicate)

Alliant Energy  
105 Kraiburg Blvd  
Lisbon, IA 52253

The following Resolution was adopted by the City Council of Monticello, Iowa at a regular meeting held on June 21, 2021.

Be it resolved by the City Council of Monticello, Iowa, that Alliant Energy (IES Utilities Inc.) is hereby directed to make the following changes to the existing system, all the locations described herein (or shown on an attached map made a part of this Resolution) according to the terms expressed in the existing street light contract:

**NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM:**

Add Number	Delete Number	Wattage	Style of Luminaire	Type and Height of Pole	Wiring (check one)	
					OH	UG
1.	1					
2.						
3.						

**LOCATION OF NEW INSTALLATION OR CHANGES**

1. Delete pole located on SW Corner of East 2<sup>nd</sup> Street and N. Sycamore Street

2.

3.

Mayor Dena Himes declared said Resolution duly passed and adopted the 21<sup>st</sup> day of June, 2021.

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

Attest: \_\_\_\_\_, City Clerk

**COMPANY USE ONLY**

Job Slip No....      Dated....      Completed By ....      Date....

Date Map Revised \_\_\_\_\_ Signed by \_\_\_\_\_

After Map Revision - Return To

Fixture and Pole Code

City Council Meeting  
Prep. Date: 6/16/2021  
Preparer: Sally Hinrichsen



Agenda Item: 7  
Agenda Date: 06/21/2021

*Communication Page*

**Agenda Items Description:** Resolution to approve Cemetery Paving Project

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

**Attachments & Enclosures:**

Bids from Accent Const., Eastern Iowa, and
Midwest Concrete
Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	326-450-6417
Revenue:	

**Synopsis:** Concrete the last gravel drive at Oakwood Cemetery

**Background Information:** At the June 7th Council meeting, Council tabled action on a request to concrete roadway at Oakwood Cemetery, with direction for Sally Hinrichsen to look into funding options.

As of May 28, 2021, the Cemetery improvement fund has a cash balance of just over \$59,000. Current budget includes \$15,000 roadway improvements and next year's budget includes \$15,000 for the roadway improvements. Both fiscal years include budget amounts for stone repairs, thus leaving a balance of approximately \$30,000 that is not appropriated in either budget. The budget next fiscal year will need to be amended to include this amount, if approved

**Staff Recommendation:**

Final action on the request to complete concrete work at Oakwood Cemetery has not yet been taken, and needs to be. The recommended action is two steps:

1. The Council should make a motion to take the Oakwood cemetery roadway off the table for reconsideration, then;
2. The Council should make a motion to either approve the concrete work entirely or a portion of the roadway.

# THE CITY OF MONTICELLO, IOWA

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

## RESOLUTION #

**Resolution** to approve Cemetery Paving Project

**WHEREAS**, Oakwood Cemetery has one section of roadway that is not yet paved, and

**WHEREAS**, The Cemetery Board is in favor of pursuing a paving project this fiscal year and has received quotes for concrete, and

**WHEREAS**, The Council has reviewed the following quotes for this project to install concrete paving:

Accent Construction	\$44,781.00 with dirt work/landscaping option \$3,380.00
Eastern Iowa Excavating & Concrete	\$46,040.00
Midwest Concrete Inc	\$55,902.00

and

**WHEREAS**, The Council finds that the best approach would be to move forward with PCC paving, 6" thick, and

**WHEREAS**, The Council finds that \_\_\_\_\_ should be hired to perform the project based upon the bid submitted.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 7<sup>th</sup> day of June, 2021, that staff is directed to proceed with the proposed Cemetery Paving Project, paving approximately 1100 SY of roadway, and that the pavement to be utilized shall be 6" of PCC and that \_\_\_\_\_ shall be hired as the contractor to perform said work.

**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 21<sup>st</sup> day of June 2021.

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

*Attest:*

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



City Council Meeting  
 Prep. Date: 6/15/2021  
 Preparer: Sally Hinrichsen



Agenda Item: # 8  
 Agenda Date: 6/21/2021

*Communication Page*

**Agenda Items Description:** Resolution Vacating Roadway Right-of-Way and transferring same to BR3 Development LLC, the adjacent property owners.

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

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

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

**Synopsis:** City Clerk while working on legal descriptions for the proposed 2021 TIF Plan and Area legal descriptions discovered Jones County showed this roadway right of way as active and it was recommended to vacate the lot for BR3 Development LLC

**Background Information:** The City Council adopted Resolution #2021-41, dated April 5, 2021 approving the transfer of the roadway right of way, following the Public Hearing. The Jones County Recorder is requesting the adjacent property owner be included on the resolution making it clear to whom the property will be transfer to.

This resolution lists BR3 Development LLC, as the adjacent property owner to whom the strip of land will be transferred to

**Staff Recommendation:** Staff recommend that the Council approve resolution Vacating Roadway Right-of-Way and transferring same to BR3 Development LLC, adjacent property owners

---

Prepared By: Sally Hinrichsen, 200 East First Street, Monticello, Iowa 52310 (319) 465-3577  
Return Document to: Sally Hinrichsen, 200 East First Street, Monticello, Iowa 52310 (319) 465-  
3577

## The City of Monticello, Iowa

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

RESOLUTION #

**Vacating Roadway Right-of-Way and transferring same  
to BR3 Development LLC, adjacent property owners.**

**WHEREAS,** The City of Monticello City Council scheduled a Public Hearing, published notice of same, and held the Public Hearing on the proposed vacation of a roadway right-of-way deemed to be of no present or future value or use to the City of Monticello, and

**WHEREAS,** The Public Hearing notice did not result in any written comment or objection and no comment was received from the public at the Public Hearing which was held on April 5, 2021, and

**WHEREAS,** The City of Monticello Planning and Zoning Board recommended the vacation of the proposed right-of-way, and

**WHEREAS,** The Council finds that the following right-of-way should be and is hereby vacated, to be transferred by way of this Resolution to BR3 Development LLC, the adjacent property owners consistent with the Iowa Code, to wit:

- 1). All that portion of the platted active road right of way generally described as - 8½ 'x 80' portion of Locust St lying SEly of Ely ext of S ln OP Lot 51 & N of Energy Company Place Lot 1 to Monticello, Jones County, Iowa

-and-

**WHEREAS**, The roadway vacated herein shall, by the approval of this Resolution, result in the transfer of ownership of 3 vacated alleyway to BR3 Development LLC, the adjacent property owner, and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby vacate the roadway right-of-way as described within the body of this Resolution, and

**BE IT FURTHER RESOLVED** that the property referenced previously herein, shall be transferred by virtue of this document alone, without the preparation or issuance of a deed or other documentation, to BR3 Development LLC, the adjacent property owners identified therein, and/or their successors in interest if appropriate.

**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 21<sup>st</sup> day of June, 2021.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

City Council Meeting  
Prep. Date: 6/16/2021  
Preparer: Michelle Turnis



Agenda Item: # 9  
Agenda Date: 06/21/2021

*Communication Page*

**Agenda Items Description:** Motion to reinstate 3<sup>rd</sup> full-time library staff member

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

Employee Benefits
\$6,997.32

**Synopsis:** The library board is requesting to reinstate our 3<sup>rd</sup> full-time staff position. We would be moving our current part time employee to full-time and maintaining a staff of 3.

**Background Information:**

See attached

**Staff Recommendation:**

In March of 2020 our 3rd full-time employee resigned due to the pandemic. This reduced our staff to 2 full time and 1 part time (approximately 27 hours a week). The Library Board would like to move our part-time employee to full-time, maintaining a staff of three.

The library was closed from March 17-June 23, 2020 due to COVID. The below chart shows how that impacted library usage during this time. As you can see, we are approaching pre-pandemic usage.

<b>Checkouts</b>			
Percentage is 2021 vs. 2019			
	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>March</b>	2509	1807	1448 (58%)
<b>April</b>	2460	247	1290 (54%)
<b>May</b>	2092	273	1209 (58%)
<b>June (1-15)</b>	1628	434	1168 (72%)
<b>Total</b>	<b>8689</b>	<b>2761</b>	<b>5115</b>

With social distancing restrictions being removed, we are seeing an increase in people and usage of the library. This reduces the amount of time staff have to plan, prep and implement crafts and programs. Reinstating our 3rd full-time person would allow us to fully resume all library programs and services previously available. This will add an additional 13 staff hours per week. The library budget for FY2022 has enough budgeted for staff wages to cover this increase, it just would need to be moved from the Part-Time budget line to the Full-Time budget line.

Since September of 2020, Library staff has quickly learned how to produce videos. We have put out 165 videos on Facebook that have had 11,910 views (average of 72). These have been book recommendations and story times. These will resume once Summer Reading is complete.

<b>Take &amp; Make activity bags</b>	<b>Frequency</b>	<b>Total created</b>
June & July 2020	Weekly	746
October 2020 - May 2021	Twice monthly	1248

While crafts were something we offered before the pandemic, they were mainly for children and we would usually plan for 20-25. Currently we offer 4 different crafts a month, 2 for children and 2 for teens/adults, averaging 156/month.

The planning and creation of the crafts and videos are added projects that require time away from the public and will continue.



**Ross & Elizabeth Baty**  
**MONTICELLO PUBLIC LIBRARY**  
 205 E. Grand St., Monticello, IA 52310  
 PH: 319.465.3354 [www.monticello.lib.ia.us](http://www.monticello.lib.ia.us)

Ross and Elizabeth Baty Monticello Public Library  
Board Meeting Minutes, June 8, 2021

**Board Members in Attendance:** President Kim Brooks, Joey Ellison, Don Tapken, and Lisa Stevens (serving as Secretary in Ellen's absence)

**Also in Attendance:** Library Director Michelle Turnis

**Meeting called to Order**

**Pledge of Allegiance**

**Approval of Agenda:** Michelle had an additional item added under New Business.

Motion to approve Agenda moved by Joey; seconded by Don; unanimously approved.

**Approval of Board Minutes:** The May 2021 Minutes will be available and approved at the July meeting.

**Approval of Bills and Expenditures:** Motion to approve made by Don; seconded by Lisa; unanimously approved.

**Director's Report**

1. Summer Reading Program: As of June 7<sup>th</sup>, there were 124 participants registered.

2. Teen Advisory Board: Active and Caroline Olsen is on-board for two months over the summer.

3. Printers: A new printer was received in May (this was made possible through the America Rescue Plan, a grant through the State Library).

**Unfinished Business**

1. Full-Time Employee: With the increase in daily census and return to fully open hours of operation, a third full-time position was discussed. This request will be presented to the City Council at their upcoming June 21<sup>st</sup> meeting with an effective date of July 1, 2021.

Motion was made by Lisa; seconded by Joey to present to the City Council the addition of a third full-time position by moving the current part-time position to full-time with benefits.

2. 15 Year Anniversary: An Open House is set for Thursday, June 11<sup>th</sup> from 4:30-7:00p.m. Several activity stations will be set-up outside and inside the library: wand bubbles, chalk the driveway/walk and a craft station. The Jones County Dairy Board will have a junior representative passing out ice cream cups.

**New Business**

1. Library Operations: Daily operations have resumed. The hand sanitizers remain available but the mask signage will be removed. Normal check-out procedures have returned and the children's toys and activities are being re-introduced.

2. IA Prison Industries: Michelle indicated that the chairs w/ privacy panels ordered through IA Prison Industries have been partially delivered and is partially paid for: the

chairs have been received and paid but the privacy/back divider panels are not yet done and it is unknown when or if they will be ready anytime in the near future. The panels have not been paid for. Discussion was had on some other options. Kim will check with the Furniture Store to see if they carry the sliding side tables for lap tops or writing space. It was agreed to keep the furniture on the agenda for the July meeting and monitor if anything more develops on this.

3. Memorial for Virgil Hunt: Mr. Hunt passed away on June 7, 2021. He was a long-time supporter of the library and served on the Board for many years. Michelle suggested that the library will donate two or three books in Virgil's memory.

**Agenda for Next Meeting:**

Discussion was had regarding library activities within the community:

- \*Penny made a recent presentation and talk to the Lions Club.
- \*The StoryWalk® continues to be an appreciated addition to the community.
- \*The Mobile Food Pantry is still serving the community each month.
- \*The Library of Things is popular.

Upcoming Meeting: The next meeting is set for July 13, 2021 at 5:30 p.m.

**Adjournment**

Moved by Joey; seconded by Lisa; unanimously approved.

City Council Meeting  
Prep. Date: 6/16/21  
Preparer: Russell Farnum



Agenda Item: # 1D  
Agenda Date: 06/21/2021

*Communication Page*

**Agenda Items Description:** Rejection of Mower Purchase

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** At the May 3 Council meeting, Council tabled action on a request to purchase a replacement lawn mower for the waste water treatment plant, with direction to consider hiring a private mowing service instead.

Staff returned at the May 17 Council meeting with a proposal to amend the contract with Monk's, which was subsequently approved by Council.

With the amended contract, a replacement mower is no longer necessary.

**Staff Recommendation:**

Final action on the request to purchase the mower has not yet been taken, and needs to be. The recommended action is two steps:

1. The Council should make a motion to take the purchase request off the table for reconsideration, then;
2. The Council should make a motion to reject the proposal and deny purchase of a replacement mower.



City Council Meeting  
 Prep. Date: 5/6/21  
 Preparer: Russell Farnum



Agenda Item: # //  
 Agenda Date: 05/11/2021

*Communication Page*

**Agenda Items Description:** Motion to approve construction of an irrigation well at Monticello Golf Club

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

**Attachments & Enclosures:**

Letter requesting approval

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Monticello Golf Club has requested approval of a new well for their irrigation system. Any well requires City Council approval.

**Background Information:** Monticello Golf Club has an irrigation system that draws water from a pond and from the Maquoketa River. These two sources are limited in capacity and the Golf Club keeps burning up pumps due to sand and grit that enters from these sources.

The Golf Club would prefer a standard well to supply their irrigation system. This would be for irrigation only, and would not be used for any potable water supply. By City ordinance, the irrigation well could not ever be connected to the City's water system.

Chapter 93 prohibits new wells within the City, except provides for Council approval of new wells under specific conditions:

**93.01 REQUIRED CONDITIONS.**

Except as hereinafter provided, private wells and water systems shall not be maintained by any individual or property owner, nor shall any new wells be established within the City limits. Private wells and water systems shall be allowed only if one or more of the following conditions are established by the applicant to the satisfaction of the City:

1. Existing Well. The well or water system was in existence prior to April 26, 1989, and duly registered with the City, which registration specified the location of the well, by address and legal description, the name and address of the property owner of the well, the name and address of all individuals using the well, and the address and legal description of all properties serviced by the well.
2. Location. If no part of a tract of ground from which a private well or water system is proposed is within 300 feet of a City water main.

3. Undue Hardship. If the property owner or individual applying for a private well permit can show that denying the permit and not allowing the private well or water system will cause the individual or property owner undue hardship. Undue hardship in this case means that the particular tract of land is so topographically situated that connection to the City water main system would be unfeasible and that the particular conditions causing the unfeasibility of the connection are in no way caused or contributed to by the property owner or permit applicant. The Council shall rule on all questions of undue hardship and their decision shall be final.

4. Shallow Well. A shallow well, sometimes known as a "sand point," may be authorized by the Council upon the applicant's entering into an agreement or covenant, running with the land, with the City that such shallow well shall not be connected to any part of the municipal water system.

Staff believes that this request falls under the Undue Hardship provision. There is a substantial distance to run water from either the 4" water main located at the infield of the Fairgrounds or the 6" water main at the east end of 5<sup>th</sup> Street. Both mains would likely need to be upsized and interconnected (looped) in order to provide sufficient peak flow for irrigation for the golf course, without jeopardizing existing users on these mains.

**Staff Recommendation:**

Approval of the irrigation well is recommended with the following conditions:

1. The well shall only be used for irrigation at the golf course;
2. The well shall not be used for any potable water purposes;
3. The irrigation system supplied by the well shall not be interconnected with the City water system in any fashion;

The Monticello Golf Club is agreeable with these conditions.

APPLICATION FOR PERMIT  
FOR

NEW PRIVATE WELL

1. NAME: Mike Wennekamp - Monticello Golf Course  
2. ADDRESS: 528 N. Maple Street  
3. Please list the following information for the property where the well will be located:

ADDRESS	LEGAL DESCRIPTION OF PROPERTY
<u>528 N. Maple Street</u>	<u>Irreg 54.83A Tr IN W<math>\frac{1}{2}</math> Sec 22-86-3</u>
	<u>Exc Parcel 1 Recorded in BK 24988-92</u>

NOTE: Please attach a map showing the location of the well on the above described property.

4. NAME OF DRILLER: Freese Well Drilling  
5. DEPTH OF WELL 175-185 ft STATE WATER LEVEL \_\_\_\_\_  
6. DIAMETER OF BORE HOLE 9 inch DATE INSTALLED As soon as possible  
7. SIZE AND DEPTH OF CASING, IF ANY 6 inch PVC casing  
8. INTENDED USE Irrigation - Non Potable use  
(RESIDENTIAL, AGRICULTURAL, COMMERCIAL)

9. NOTES AND COMMENTS: We currently pump water from the river to our pond. This method puts a lot of sand, silt, and sludge in the pumps and we go through pumps every couple of years. We're hoping to be able to put in a well to eliminate this issue.  
Check appropriate boxes:

- FEE of \$ \_\_\_\_\_ submitted with application  
 Bacteriological test made and results filed with application.

Dated: 6-16-21

[Signature] Treasurer/Secretary  
APPLICANT

- Application approved and permit issued \_\_\_\_\_  
 Application denied \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
CITY CLERK



ello  
nter



ty Fair



N Maple St



Eastern Iowa Horse  
& Pony Camp

Monticello Golf Club



E 6th St

Google



City Council Meeting  
 Prep. Date: 6/17/21  
 Preparer: Russell Farnum



Agenda Item: # 12  
 Agenda Date: 06/21/2021

*Communication Page*

**Agenda Items Description:** Proposed Amendment to Sign Ordinance (Chapter 180, Municipal Code)

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

**Attachments & Enclosures:**

Ordinance
Photos of Logo and Existing Sign

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** At the June 7 Council meeting, Council directed Staff to prepare an amendment to the Sign Ordinance to allow the proposed Mission Cup coffee shop to keep their pole sign.

**Background Information:** This item was placed on the June 7 agenda for discussion by the Council. An excerpt from the minutes is below:

*Jennifer Jones, owner of Mission Cup is renting the building at 338 South Main Street and is requesting to be allowed to upgrade existing pole sign instead of installing a monument sign that is required in the City Code. Council discussed if they wanted to allow her to use the pole sign, and if allowed, would need to change the City Code. Derek Lumsden, Jones County Economic Director stated in towns with historic downtowns that blade signs, either on building or extending out, helps promote both pedestrian and vehicle traffic. Wolken stated Mercycare would like to install a sign along Business Hwy 151 by Welter Drive, which is not allowed in the City Code also. Yeoman stated we want to promote businesses but want attractive signage. Jones stated that they would like to open by end of June. Farnum will work with Jones on signage options until Code is updated. Yeoman moved to direct City Staff to proceed as discussed to update City Code related to the request from Mission Cup to upgrade pole sign located at 338 South Main Street instead of installing a monument sign and to work with Jennifer Jones on the signage. Brighton seconded, roll call unanimous.*

Currently, Chapter 180.02 of the Sign Ordinance states the following:

180.02 JURISDICTION.

The lawful use of a sign existing at the time of the enactment of the Zoning Ordinance may be continued, as a permitted nonconforming use, although such use may not conform to the

regulations herein for a period of five years or until there has been a change in the businesses operating at said location, whichever occurs first. Said nonconforming sign may not be altered, improved, converted, enlarged, moved, or structurally altered without conforming to these regulations.

Staff has prepared the accompanying amendment to the sign ordinance to fulfill Council direction, with some recommendations intended to maintain the intent of eventually amortizing pole signs, particularly in the C-2 zoning district. As drafted, the City Council can approve an extension allowing a business to keep the sign for a specific period of time, but not more than five (5) years, provided:

1. The City has not previously provided the owner notice that the sign needs to be removed;
2. The business, if changing, will remain similar to or the same as the prior use of the property (e.g. restaurant, gas station, etc);
3. The business owner is leasing, renting or otherwise does not have specific rights or control over the sign (except for changing the panels);
4. The sign will be removed or modified to meet the Sign Ordinance requirements prior to the expiration of the extension. If not, the City has the right to declare the nonconforming sign an abandoned sign and cause its removal pursuant to Chapter 180.28.

**Staff Recommendation:**

Staff does not support amending the sign ordinance for this single request. However, if the Council is so inclined, approval of this Ordinance is recommended in order to maintain a narrow and specific guide for cases such as this.

Ordinance #

**An Ordinance Amending the Code of Ordinances of the City of Monticello,  
Iowa, by amending Provisions Pertaining to Chapter 180 "Signage Regulations"  
Related to Nonconforming Signs**

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

**SECTION 1. SECTION MODIFIED.** Section 180.02 of the Code of Ordinances of the City of Monticello, Iowa, is repealed and the following adopted in lieu thereof:

**180.02 JURISDICTION.**

The lawful use of a sign existing at the time of the enactment of the Zoning Ordinance may be continued, as a permitted nonconforming use, although such use may not conform to the regulations herein for a period of five years or until there has been a change in the businesses operating at said location, whichever occurs first. Said nonconforming sign may not be altered, improved, converted, enlarged, moved, or structurally altered without conforming to these regulations.

In cases of nonconforming pole signs in the C-2 zoning district, the City Council may approve an extension for an additional specific period of time, but not more than five (5) years, provided:

1. The City has not previously provided the property owner notice that the sign needs to be removed;
2. If there is a change in business, the new business will remain similar to or the same as the prior use of the property (e.g. restaurant, gas station, etc);
3. The business owner is leasing, renting or otherwise does not have specific rights or control over the nonconforming pole sign, except for changing the panels;
4. The sign will be removed or modified to meet the Sign Ordinance requirements prior to the expiration of the extension. If not, the City has the right to declare the nonconforming sign an abandoned sign and cause its removal pursuant to Chapter 180.28.

**SECTION 4. SEVERABILITY CLAUSE.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 5. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2021 and approved this \_\_<sup>th</sup> day of \_\_\_\_\_, 2021.

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Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, City Clerk

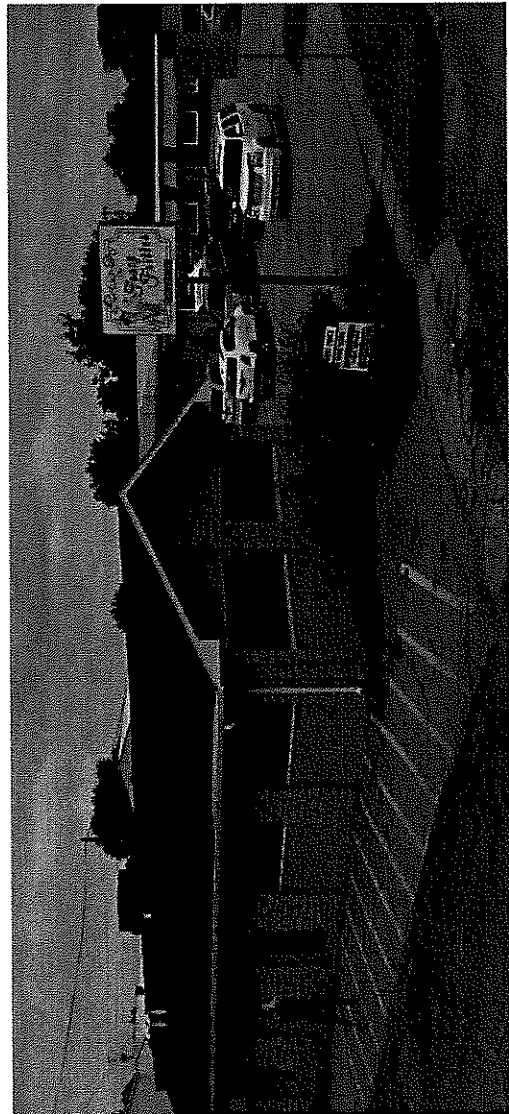
I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_ was published in the Monticello Express on the \_\_\_<sup>rd</sup> day of \_\_\_\_, 2021.

---

Sally Hinrichsen, City Clerk



  
**Mission Cup**  
COFFEE



**City Council Meeting**  
**Prep. Date:** 6/08/2021  
**Preparer:** Sally Hinrichsen



**Agenda Item:** # 13 -21  
**Agenda Date:** 06/21/2021

*Communication Page*

**Agenda Items Description:** Reports

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Reports / Potential Actions:**

1. City Engineer
2. Mayor
3. City Administrator
4. City Clerk
5. Public Works Director
6. Police Chief
7. Water/Wastewater Superintendent
8. Park and Recreation Director
9. Library Director



**Current Activities**

- Teeball, Baseball, Softball
- \*NEW\* Golf(ish) Extravaganza
- \*NEW\* Summer of Fun
- \*NEW\* Youth Speed/Agility Program
- Swim Team

**Upcoming Activities/Events**

- \*NEW\* 3 on 3 Basketball Tournament (July 31) 4<sup>th</sup> grade-9<sup>th</sup> grade (2021-22 school year) \$80/team of 4
- Adult Co-Ed Chicago Slow Pitch

**Registration Deadlines**

- 3 on 3 Tournament 7/14
- Adult Co-Ed Chicago Slow Pitch 7/14

**Aquatic Center**

- Purchased new chlorine feeder \$6,012.
- Installed public internet to be used year-round \$1,600. Equipment also allows us to have a secured network for our software.
- Discussed future repair needs after the season is complete (primarily the main pumps).

**Park Board**

- June 19<sup>th</sup> Golf Tournament
- July 10<sup>th</sup> Family Fun Night at Pool
- August 28<sup>th</sup> at 11:00 Duck Drop (Purchase duck a for \$10)

**Tree Board**

- DNR-Forestry department has been in town doing a survey/study of trees within the parks and along ROW.

**Miscellaneous**

- Did not receive the AARP Grant for additional pickleball courts
- Received our Charitable Gambling License. Expiration date of 6/17/2023.

**June Financial Report (as of June 14, 2021)**

Aquatic Center Revenue	\$30,724
Aquatic Center Remaining Expenses (as of June 14, 2021)	44%
Youth Recreation Revenue	\$420
Adult Recreation Revenue	\$0
Berndes Center Revenue (Rentals, etc.)	\$1,261
Berndes Center Remaining Expenses (as of May 12, 2021)	18.9%
Baty Disc Golf Course Remaining Expenses (as of May 12, 2021)	25.7%

Submitted by:  
Jacob Oswald  
Director of Parks and Recreation



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

*From the Office of:*

*Chief of Police*

*Britt D. Smith*

## Ambulance Service Activity

For the month of:

May, 2021

Total EMS Calls for Service: 53 (241 for 2021)

Adam 27 (Primary Unit) 50

27-City of Monticello Addresses  
7-Monticello Nursing/Rehab  
9-County Addresses within our Service Area  
6-Anamosa Service Area (Anamosa Unavailable)  
1-Jones Regional Transfer

Adam 28 (Secondary Unit) 3

1-City of Monticello Addresses  
1-Monticello Nursing/Rehab  
1-County Address within our Service Area

### Financials for the Month of April

- 38 Billable Calls of the 44 Calls for Service
- 6 Calls resulted in No charges as they were patient signed refusals
- PCC Invoice \$2,143.34
- Payments – Recoupments/Refunds = \$26,791.71
- IA Offset: (1) Accounts -\$5.00

### Activities:

The ambulance service conducted standbys for the May Juvenile Covid-19 clinics.

### Grants:

I completed and submitted a grant application to the St. Luke's Rural HealthCare Grant to assist in the purchase of a new stair chair. A stair chair is used to remove patients who are unable to walk from smaller confined areas when a traditional cot will not fit. These cost nearly \$4,000.

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

This grant will pay 75% of the cost to purchase a new stair chair (\$3,000). Awards will be announced in July.

I completed and submitted a grant application to the Dubuque Racing Association to assist in the purchase of new portable radios for our crew members. Much like the police department, the ambulance will also be forced to update radio systems to become P25 compliant, which is a new FCC standard. This grant will allow us to purchase 6 new radios at a cost of just over \$6,000. Awards will be announced in August.

The Monticello Ambulance Service was once again selected by a rural resident to be a recipient of the America's Farmers Grow donation. We received a \$2,500 donation in the name of Sue Ballou.

**Personnel:**

We have an employee who suffered a work-related injury due to slipping on a wet deck while removing a patient from a residence. This employee has been off of work for the last 2-weeks per doctor's orders and is undergoing treatment. This week this employee will begin Transitional Duty (Light Duty) for the city and will be completed several tasks that have been put on the back burner. All the worker's compensation paperwork is completed. The City will compensate at a rate of \$15.00 per hour for the light duty work with the remainder being funded from workers compensation. Unfortunately, this is a process I am well versed in and have worked through this process several times in the past.

As mentioned at a previous Council Meeting, we had the departure of a very tenured Paramedic with our service, Brandon Kent. Brandon has taken a full-time position with the Anamosa Ambulance Service as a supervisory role. I was able to fill the vacancy from within and promoted Jenna Weih who has recently completed her Paramedic training and had been filling an EMT position with us. This then created an opening for an EMT which I hired Jake Gravel who was already working part-time with the service. Jake is an excellent addition to our service.

Beginning in July, I have contracted with an online training company that specializes in EMS training. This online training will be available/required for all service members on a monthly continuing education basis and available through the online platform. This will reduce the necessity to hold monthly in-person trainings that incur additional overtime expenses for our crew members. Attendance was also very spotty. This will standardize our training so all employees will receive the same training programs as well as making the training available 24/7 instead of during a single day of the month. Online training and the specialized classes have become the future for continuing education, and not just for EMS but for Law Enforcement as well as we transitioned to an online platform 2 years ago.

If you have any questions, please feel free to contact me.

Britt



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

*From the Office of:*

*Chief of Police*

*Britt D. Smith*

## POLICE DEPARTMENT ACTIVITY

For the month of:

**MAY 2021**

**Total Calls for Service:** 244 (Total Calls 1,166)

**Traffic Stops:** 55

**Citations:** 16

**Parking Citations:** 0

**Arrests:** 13; (Some had Multiple Charges)

OWI 1<sup>st</sup>-1

Driving While Barred -3

Warrant -2

Violation of No Contact Order- 4

Possession Drug Paraphernalia-1

Criminal Mischief-1

Possession Controlled Substance-1

Theft 5<sup>th</sup>-1

Domestic Assault w/Injury-1

Public Intoxication-1

Interference w/Official Acts-1

Much of the Departments Disturbance/Assault related calls revolve around the apartment complex at 608/612 South Walnut Street. This complex has a predominantly out of state transfer population who routinely are engaged in violent behavior with one another. This complex receives funding assistance through the housing authority and the activity is being reported to them so that they may take action on the property owner, Randell Kruger. Under their agreement, the residence receiving the funding must remain free of crime to maintain eligibility.

**Accidents Investigated:** 5

**EMS Assists:** 20

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

**Nuisance Warnings:** 10

**Use of Force:** 1

On May 23<sup>rd</sup>, 2021 at 8:45 pm Officer Peter Fleming was dispatched to 608 South Walnut Street for a disturbance. During his investigation, Jeffery Collins, who was intoxicated started to interfere with Officer Fleming and attempted to flee the area on foot. Officer Fleming was able to apprehend the individual and assisted him to the ground with defensive tactics and took him into custody without further incident. No injuries were reported by either the Officer or offender.

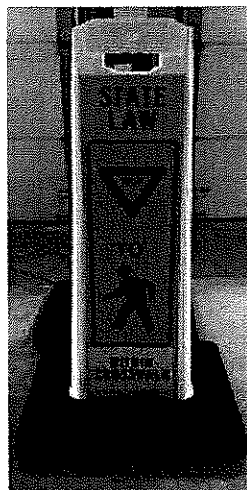
**K-9 Deployments:**

May is the first month of the K-9 program and within the first week had an arrest for possession of a controlled substance.

1-Criminal Apprehension/Tracking for Cascade Police Department  
3-Narcotics Searches

**Information:**

I am occasionally receiving some feedback from Superintendent Dr. Jaeger that cars are proceeding through the pedestrian crossing beacons at the High School/Middle School crossing. I had attempted to implement some additional signage that would better explain to motorists that they must yield to pedestrians within the crosswalk but the options were denied by the DOT. We continually provide for enforcement at that intersection and only occasionally are seeing individuals not yield for pedestrians, but as an added safety measure I had a temporary crosswalk pedestrian sign made that will hopefully better inform motorists of the need to yield to pedestrians. This sign will be set up and taken down daily by the School Resource Officer to aid in the crossing of kids to the complex. Even though school is out for the year we will utilize the signage in the summer months during the Fair and other downtown activities.



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Sidewalk inspections were completed for ward 3 at the end of May. A total of 27 properties were identified to have defective sidewalk panels totaling 85 panels of sidewalk to replace in Ward 3. Property owners were given 90 days to make the repairs. Failure to make the necessary repairs will result in an additional 30-day notice. If repairs are not made then they are completed by the City coordinated contractor and assessed to the property owner.

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

Britt