

# City of Monticello, Iowa

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Posted on July 15, 2021 at 4:00 p.m.

Monticello City Council Meeting July 19, 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	July	6, 2021
Approval of Payroll	July	15, 2021
Approval of Bill List		
Approval of Treasurer's Report	June	2021
Approval of Treasurer's Report FY 2020-2021 Summary		
Approval of Great Jones County Fair Fireworks Permit		

## Resolutions:

1. **Resolution** Approving pole sign extension for Mission Cup located at 138 South Main Street
2. **Resolution** Approving pole sign extension for JK Ross located at 101 North Main Street

3. **Resolution** Approving Joshua White Tax Abatement Application related to Residential Improvements constructed at 230 West Grand Street, Monticello, Iowa
4. **Resolution** to approve bid related to Sanitary Sewer Repairs on East Seventh Street and Sycamore Street (tabled March 1<sup>st</sup>)
5. **Resolution** to approve purchase of Pickup Truck for Public Works Department (tabled on July 6<sup>th</sup>)
6. **Resolution** Approving and directing City Administrator to accept ownership of the Parcel ID 0227129001, by the acceptance of a Quit Claim Deed from Welter Storage Company, and directing the City Clerk to see to the recordation of said Deed with the Jones County Recorder
7. **Resolution** Approving a Financial Advisory Engagement Letter with PFM (Matt Stoffel)
8. **Resolution** Approving correction of typographical error in the wages for Police Department staff for FY '22
9. **Resolution** Approving Consideration of purchasing a new phone system for City buildings
10. **Resolution** To Submit To The Voters Of The City Of Monticello The Question Of Altering The Number Of Library Trustees And The Residency Requirements Of The Library Trustees

**Ordinances:**

11. **Ordinance #744** Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Floodplain Management" (2<sup>nd</sup> reading)
12. **Ordinance #745** Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Liquor Licenses and Wine and Beer Permits" related to "Prohibited Sales and Acts" (2<sup>nd</sup> reading)
13. **Ordinance #746** Amending the Code of Ordinances of the City of Monticello, Iowa, by Amending Provisions Pertaining to "Water Service System" related to "Rates For Service" (2<sup>nd</sup> reading)
14. **Ordinance #747** Amending the Code of Ordinances of the City of Monticello, Iowa, by Amending Provisions Pertaining to "Sewer Service Charges", Related to "Sewer Service Charges Required" (2<sup>nd</sup> reading)

- 15. Ordinance #748** Amending the Code of Ordinances of the City of Monticello, Iowa, by Amending Provisions Pertaining to “Storm Water Drainage Utility”, Related to “Rates” (2<sup>nd</sup> reading)

**Reports / Potential Actions:**

16. City Engineer  
17. Mayor  
18. City Administrator  
19. City Clerk  
    a. League of City meeting in Coralville on September 15-17, 2021 registration  
20. Public Works Director  
21. Police Chief  
    a. Police Report  
    b. Ambulance Report  
22. Water/Wastewater Superintendent  
23. Park and Recreation Director  
    a. Update  
24. Library Director

**Closed Session:**

25. Closed Session under §21.5(1)(j) of the Iowa Code “To discuss purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for the property”

**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: July 19, 2021 Council Meeting

Time: Jul 19, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88453265395>

Meeting ID: 884 5326 5395

One tap mobile

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Dial by your location

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+1 346 248 7799 US (Houston)

Meeting ID: 884 5326 5395

Find your local number: <https://us02web.zoom.us/j/88453265395>

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

Mayor Brian Wolken called the meeting to order. Council present were: Dave Goedken, Brenda Hanken, Candy Langerman, Chris Lux and Tom Yeoman in person and Scott Brighton joined electronically on Zoom. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Police Chief Britt Smith, Public Works Director Nick Kahler, 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, with correction of Community Catalyst and Building Remediation Grant resolution title, Langerman seconded, roll call unanimous.

Tom Osborne, 630 S. Sycamore St, on behalf the 4<sup>th</sup> of July Parade Committee, stated they appreciated the City support and staff involvement. Mayor thanked the committee for all their work to make the parade a success.

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

Derek Lumsden, Jones County Economic Development Director, advised the Community Catalyst and Building Remediation Grant for the Compadres building project is for \$100,000 with a City match of \$50,000. The developers will need to complete the project by July 2023 and the State will enforce the requirements of the grant. Developers are planning on commercial development of restaurant on first floor and living quarters on second floor. Langerman moved to approve Resolution #2021-74 approving grant agreement between City of Monticello and the Iowa Economic Development Authority for the Community Catalyst Building Remediations Grant. Goedken seconded. Roll call unanimous except Yeoman who abstained as he is an investor.

Kahler reviewed quotes received for a Public Works pickup and advised he was waiting on a quote with the State bid. After review of the quotes, Langerman moved to table the purchase of pickup truck for the Public Works Department, to allow time to get other quotes, Yeoman seconded. Roll call unanimous.

Council discussed the City's sign ordinance. Goedken stated blade signs are a huge asset for downtown businesses and downtown studies recommended keeping blade signs for vehicle and pedestrian traffic. He heard concerns that monument signs could block the view of vehicles. Council members voiced their thoughts if the sign ordinance

should be overhauled and to allow Mission Cup to keep the pole sign. Wolken recommended the Council approve wording of the proposed ordinance, if they want to allow Mission Cup to keep the pole sign. It has been several years since the sign ordinance was adopted and maybe they missed the mark or things changed and time to review it again. Goedken moved to take Ordinance #743 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 180 "Signage Regulations" related to Nonconforming Signs, off the table. Hanken seconded. Roll call unanimous. Goedken introduced and moved Ordinance #743 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 180 "Signage Regulations" related to Nonconforming Signs, first reading in title only. Hanken seconded. Roll call unanimous. Goedken moved that the statutory rule requiring said ordinance be considered and voted on for passage at two prior Council meetings prior to the meeting at which it is to be finally passed be suspended and with respect to Ordinance #743 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 regarded as having been considered and voted on at two prior council meetings. Langerman seconded. Roll call unanimous. Goedken moved Ordinance #743 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 180 "Signage Regulations" related to Nonconforming Signs, third and final reading in title only. Langerman seconded. Roll call unanimous.

Farnum reported Ken Bourma with Iowa DNR made additional comments and changes to the chapter language that was in the agenda packet and he emailed the revised version to the Council for review on Friday. Goedken introduced and moved Ordinance #744 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Floodplain Management, as updated, first reading in title only. Langerman seconded. Roll call unanimous.

Goedken introduced and moved Ordinance #745 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Liquor Licenses and Wine and Beer Permits", first reading in title only. Lux seconded. Roll call unanimous.

Farnum advised due to the construction of the City's new wastewater treatment facility, 6<sup>th</sup> Street Ditch Improvements and other anticipated projects, the City must update the capital and user fees to cover appropriate bonds and to fund future maintenance and improvement projects. At February 15<sup>th</sup> Council meeting, PFM Financial Advisor Matt Stoffel gave a presentation on wastewater treatment facility plan and options to finance the project. Farnum based the proposed sewer rates on Stoffel's recommendations. Farnum reviewed the proposed water and sewer equipment replacement fee and the proposed storm water fee increases. After much discussion on the proposed increases, Langerman introduced and moved Ordinance #746 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Water Service

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System" related to "Rates For Services", first reading in title only. Goedken seconded. Roll call unanimous.

Goedken introduced and moved Ordinance #747 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Sewer Service Charges" related to "Sewer Service Charges Required", first reading in title only. Langerman seconded. Roll call unanimous.

Goedken introduced and moved Ordinance #748 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Storm Water Drainage Utility" related to "Rates", first reading in title only. Langerman seconded. Roll call unanimous.

Wolken advised it was time for Farnum's 90-day review and asked Council for direction on how they wanted to do this. Wolken will put together a document for the Council to complete and return.

Wolken thanked Deb Keating for pulling the weeds by City Hall. He thanked the Fire Department for their fundraising efforts to purchase the fireworks and for a great breakfast on July 4th.

Farnum reported the State Grant with Orbis for their expansion project has been closed and they were in compliance. He is working with Orbis to cleanup some easements with the city. He continues to work on a lot of other projects and grants.

Hinrichsen is working on the Airport COVID grant and hoping to get reimbursement request sent in soon. She is also working to close out the fiscal year and prepare the required reports for the State. KCRG TV will be in town this week filming for the Monticello Uptown series to be aired fair week.

Kahler continues to work on painting street markings. Staff also cleaned out the drainage ditch along South Cedar. Staff continues to work on the Park & Ride area off Amber Road. Goedken questioned if they will remove the posts. Kahler stated many are broke, and they are looking to repair or replace picnic tables. He is looking into extending electricity there so a light can be installed to help light up the area.

Oswald reminded Council that Family Fun Night will be July 10<sup>th</sup> at 5PM

Turnis updated Council on the Summer Reading Program.

Smith reported on May 22<sup>nd</sup> an ambulance paramedic was injured. After 3 weeks, he was advised that the injury was more significant than first thought and will probably be off work 12 plus weeks. He hired Dave Husmann for the full-time position to fill in for at least 5 months to cut the overtime costs. Squad car is in the repair shop and should

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have it back next week. Smith is working with Camp Courageous and their Triathlon on August 1<sup>st</sup>, which will start at the camp, through downtown to Stonebridge Road and back to Camp on Hwy 38. He is working on the nuisance and cleanup of K Fuel lot and sent letter giving them 60 days to complete it.

Hanken brought some information on Money Smart for Older Adults, which will be available at Library and City Hall.

Brighton moved to adjourn at 7:28 PM.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk



# PAYROLL - JULY 15, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>June 28 - July 11, 2021</b>				
Brian Bronemann	\$ 1,677.16	\$ -	0.00	0.00	\$ 1,264.56
Shelley Bronemann	280.00	-	0.00	0.00	239.19
Jacob Gravel	1,889.53	54.73	0.00	0.00	1,363.59
Drew Haag	38.60	-	0.00	0.00	33.25
Mason Hanson	365.60	-	0.00	0.00	312.93
Ben Hein	696.05	-	0.00	0.00	583.10
David Husmann	1,113.43	-	0.00	0.00	864.38
Mary Intlekofer	178.88	-	0.00	0.00	86.56
Sonya Johnson	598.60	-	0.00	0.00	502.64
Nick Kahler	240.00	-	0.00	0.00	206.74
Lori Lynch	2,748.58	1,089.06	0.00	0.00	1,825.15
Mandy Norton	796.76	-	0.00	0.00	604.54
Shannon Poe	402.63	-	0.00	0.00	310.26
Shelly Searles	3,529.80	2,003.40	0.00	0.00	2,286.71
Jeff Silver	381.60	-	0.00	0.00	324.71
Sabrina Strella	459.30	-	0.00	0.00	361.75
Jenna Weih	2,970.50	959.70	0.00	0.00	2,053.19
Curtis Wyman	1,752.85	62.55	23.25	114.38	1,193.53
<b>TOTAL AMBULANCE</b>	<b>\$ 20,119.87</b>	<b>\$ 4,169.44</b>	<b>23.25</b>	<b>114.38</b>	<b>\$ 14,416.78</b>
<b>CEMETERY</b>	<b>June 26 - July 9, 2021</b>				
Caleb Bowser-Etten	\$ 627.50	\$ -	0.00	0.00	\$ 565.01
Kade Hermsen	813.75	93.75	0.00	0.00	696.39
Dan McDonald	1,899.33	155.33	0.00	0.00	1,371.52
<b>TOTAL CEMETERY</b>	<b>\$ 3,340.58</b>	<b>\$ 249.08</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,632.92</b>
<b>CITY HALL</b>	<b>June 27 - July 10, 2021</b>				
Cheryl Clark	\$ 1,772.00	\$ -	0.75	0.75	\$ 1,202.60
Russ Farnum	3,903.85	-	0.00	0.00	2,643.54
Sally Hinrichsen	2,614.03	-	0.00	0.00	1,648.61
Nanci Tuel	1,574.40	-	0.00	0.00	1,055.77
<b>TOTAL CITY HALL</b>	<b>\$ 9,864.28</b>	<b>\$ -</b>	<b>0.75</b>	<b>0.75</b>	<b>\$ 6,550.52</b>
<b>FIRE</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 FIRE</b>	<b>\$ 900.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 828.61</b>
<b>LIBRARY</b>	<b>June 28 - July 11, 2021</b>				
Molli Hunter	\$ 959.44	\$ 9.26	0.00	0.00	\$ 754.70
Caroline Olson	356.25	-	0.00	0.00	328.99
Penny Schmit	1,188.80	-	0.00	0.00	684.04
Michelle Turnis	1,705.44	-	0.00	0.00	1,084.35
<b>TOTAL LIBRARY</b>	<b>\$ 4,209.93</b>	<b>\$ 9.26</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,852.08</b>

# PAYROLL - JULY 15, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>MBC</b>	<b>June 28 - July 11, 2021</b>				
Kegan Arduser	\$ 478.50	\$ -	0.00	0.00	\$ 432.89
Jacob Oswald	2,089.42	-	0.00	0.00	1,568.66
Shannon Poe	1,664.84	-	0.00	0.00	1,143.95
<b>TOTAL MBC</b>	<b>\$ 4,232.76</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,145.50</b>
<b>POLICE</b>	<b>June 28 - July 11, 2021</b>				
Zachary Buehler	\$ 2,297.75	\$ 39.39	0.00	0.00	\$ 1,697.29
Peter Fleming	2,314.20	-	12.00	12.00	1,623.88
Dawn Graver	2,469.60	-	0.00	0.00	1,777.64
Erik Honda	2,568.82	-	2.25	2.25	1,904.13
Jordan Koos	2,538.95	-	0.00	0.00	1,826.89
Britt Smith	3,071.06	-	0.00	0.00	2,249.23
Madonna Staner	1,576.00	-	0.00	0.00	1,192.70
Brian Tate	2,891.52	-	0.00	0.00	2,118.29
<b>TOTAL POLICE</b>	<b>\$ 19,727.90</b>	<b>\$ 39.39</b>	<b>14.25</b>	<b>14.25</b>	<b>\$ 14,390.05</b>
<b>ROAD USE</b>	<b>June 26 - July 9, 2021</b>				
Zeb Bowser	\$ 2,021.95	\$ 277.95	0.00	0.00	\$ 1,477.71
Jasper Scott	1,952.26	308.25	0.00	0.00	1,406.57
<b>TOTAL ROAD USE</b>	<b>\$ 3,974.21</b>	<b>\$ 586.20</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,884.28</b>
<b>SANITATION</b>	<b>June 26 - July 9, 2021</b>				
Michael Boyson	\$ 2,021.95	\$ 277.95	0.00	0.00	\$ 1,405.10
Nick Kahler	2,131.80	-	0.00	0.00	1,466.35
<b>TOTAL SANITATION</b>	<b>\$ 4,153.75</b>	<b>\$ 277.95</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,871.45</b>
<b>SEWER</b>	<b>June 26 - July 9, 2021</b>				
Tim Schultz	\$ 1,905.48	\$ 101.48	0.00	0.00	\$ 1,324.18
Jim Tjaden	2,461.54	-	0.00	0.00	1,781.80
<b>TOTAL SEWER</b>	<b>\$ 4,367.02</b>	<b>\$ 101.48</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,105.98</b>
<b>SWIMMING POOL</b>	<b>June 25 - July 8, 2021</b>				
Harrison Ahlrichs	\$ 153.75	\$ -	0.00	0.00	\$ 141.81
Lydia Ahlrichs	15.00	-	0.00	0.00	13.85
Sydney Ballou	32.03	-	0.00	0.00	29.58
Allyson Bartachek	144.05	-	0.00	0.00	133.03
Dru Boffeli	105.00	-	0.00	0.00	96.97
Mya Boffeli	319.99	-	0.00	0.00	295.51
Chesney Capron	43.50	-	0.00	0.00	40.17
Autry Fasnacht	120.45	-	0.00	0.00	111.23
Jill Flynn	436.94	-	0.00	0.00	403.51
Sullivan Flynn	372.16	-	0.00	0.00	343.69
Taylor Gassman	262.00	-	0.00	0.00	241.96
Ella Glawatz	336.20	-	0.00	0.00	310.49
Reeve Graver	52.50	-	0.00	0.00	48.48
Gabrielle Guilford	152.00	-	0.00	0.00	140.38
Keaton Hermsen	392.00	-	0.00	0.00	358.02
Leah Holub	161.25	-	0.00	0.00	148.91
Karle Kramer	445.69	-	0.00	0.00	411.60
Megan Mahoney	329.70	-	0.00	0.00	295.64

# PAYROLL - JULY 15, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>SWIMMING POOL (cont.)</b>					
Jacob Miller	393.75	-	0.00	0.00	363.63
Cole Nietert	139.50	-	0.00	0.00	128.83
Cord Nietert	85.50	-	0.00	0.00	78.96
Elizabeth Petersen	346.15	-	0.00	0.00	319.67
Dylan Ponder	158.00	-	0.00	0.00	145.91
Ethan Ponder	48.05	-	0.00	0.00	44.37
Haili Schlarmann	64.50	-	0.00	0.00	59.56
Lake Schnoor	268.00	-	0.00	0.00	245.49
Emma Schwendinger	340.00	-	0.00	0.00	313.99
Madeline Stadtmueller	655.41	-	0.00	0.00	588.00
Ian Temple	332.00	-	0.00	0.00	288.60
Hayden Tomkins	260.00	-	0.00	0.00	240.11
Maci Welter	780.10	-	0.00	0.00	668.68
Brock Westphal	378.00	-	0.00	0.00	344.08
<b>TOTAL SWIMMING POOL</b>	<b>\$ 8,123.17</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 7,394.71</b>
<b>WATER</b>	<b>June 26 - July 9, 2021</b>				
Daniel Pike	\$ 1,956.00	\$ -	7.50	7.50	\$ 1,403.03
<b>TOTAL WATER</b>	<b>\$ 1,956.00</b>	<b>\$ -</b>	<b>7.50</b>	<b>7.50</b>	<b>\$ 1,403.03</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 84,969.47</b>	<b>\$ 5,432.80</b>	<b>45.75</b>	<b>136.88</b>	<b>\$ 62,475.91</b>

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	317.50			
ALADTEC, INC.	PD SCHEDULING SOFTWARE	847.50			
BLADE PEST CONTROL INC	PD PEST CONTROL	41.00			
ZACHARY BUEHLER	PD CELL PHONE STIPEND	144.00			
PETER FLEMING	PD CELL PHONE STIPEND	144.00			
DAWN GRAVER	PD CELL PHONE STIPEND	240.00			
ERIK HONDA	PD CELL PHONE STIPEND	144.00			
JORDAN KOOS	PD CELL PHONE STIPEND	144.00			
MONTICELLO MACHINE SHOP INC	PD BLDG REPAIR/MAINT	6.52			
BRITT SMITH	PD CELL PHONE STIPEND	600.00			
BRIAN TATE	PD CELL PHONE STIPEND	144.00			
TCM BANK NA	PD EQUIP REPAIR/MAINT	83.08			
	110 POLICE DEPARTMENT TOTAL		2,855.60		
STREETS					
INFRASTRUCTURE TECHNOLOGY	RU NOTEBOOK & ACCESSORIES	1,985.00			
SCOT MCELMEEL	RU CONTRACTS - SIDEWALKS	10,899.00			
	210 STREETS TOTAL		12,884.00		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	153.78			
	230 STREET LIGHTS TOTAL		153.78		
AQUATIC CENTER					
CARRICO AQUATIC RESOURCES INC	POOL CAPITAL EQUIPMENT	6,369.13			
FAREWAY STORES #840-1	POOL CONCESSIONS	152.99			
STATE HYGIENIC LABORATORY	POOL LAB TEST	13.50			
KARLE J KRAMER	POOL PRIVATE LESSONS	187.50			
LASLEY ELECTRIC LLC	POOL BLDG REPAIR/MAINT	1,588.54			
DAVID B MCNEILL	POOL EQUIP REPAIR/MAINT	4.45			
MONTICELLO EXPRESS INC	POOL SWIM TEAM SUPPLIES	74.00			
MONTICELLO SPORTS	POOL WHISTLES	85.92			
MYERS-COX CO.	POOL CONCESSIONS	1,423.70			
ELIZABETH PETERSEN	POOL PRIVATE LESSONS	187.50			
MADLINE STADTMUELLER	POOL PRIVATE LESSONS	468.75			
TCM BANK NA	POOL MINOR EQUIPMENT	20.38			
TREASURER STATE OF IOWA	SALES TAX - JUNE	1,621.34			
	440 AQUATIC CENTER TOTAL		12,197.70		
CEMETERY					
MONTICELLO EXPRESS INC	CEMETERY ADVERTISING	174.40			
	450 CEMETERY TOTAL		174.40		
MAYOR AND CITY COUNCIL					
TCM BANK NA	IOWA RURAL DEV SUMMIT-YEOMAN	70.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	610 MAYOR AND CITY COUNCIL TOTAL		70.00		
CLERK/CITY ADMIN MOLLI JENN HUNTER	JANITORIAL SERVICES		325.00		
	620 CLERK/CITY ADMIN TOTAL		325.00		
CITY HALL/GENERAL BLDGS					
ROB SAND AUDITOR OF STATE	CH PRO FEES - AUDIT 2019-2020		15,946.75		
BAKER PAPER CO INC	CH BUILDING SUPPLIES		68.07		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK		336.50		
KOCH BROTHERS, INC.	COPIER MAINTENANCE		225.10		
LASLEY ELECTRIC LLC	CH BUILDING SUPPLIES		39.96		
MONTICELLO EXPRESS INC	CH ADVERTISING		817.50		
REPUBLIC SERVICES	CH NUISANCES - 336 S MAIN ST		1,523.90		
SURVEYING AND MAPPING LLC	CH MISC CONTRACT WORK		420.00		
SHRED-MASTER	CH MISC CONTRACT WORK		50.00		
TCM BANK NA	CH CONFERENCE - HINRICHSEN		407.95		
	650 CITY HALL/GENERAL BLDGS TOTAL		19,835.73		
	001 GENERAL TOTAL		48,496.21		
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		2,780.25		
BLADE PEST CONTROL INC	MBC PEST CONTROL		68.00		
CIVICPLUS LLC	MBC OFFICE SUPPLIES		3,000.00		
HOLLY HOSCH	MBC DAMAGE DEPOSIT REFUND		200.00		
MOLLI JENN HUNTER	JANITORIAL SERVICES		187.50		
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		37.97		
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES		462.67		
NAYLOR SEED COMPANY	MBC GROUNDS SUPPLIES		275.00		
TCM BANK NA	MBC OFFICE SUPPLIES		9.99		
TREASURER STATE OF IOWA	SALES TAX - JUNE		48.42		
	430 PARKS TOTAL		7,069.80		
	005 MONTICELLO BERNDES CENTER TOTAL		7,069.80		
FIRE FIRE FIRE SERVICE TRAINING BUREAU DEREK D FEUSS	FIRE TRAINING - TAYLOR FIRE EQUIP REPAIR/MAINT		50.00 427.00		
	150 FIRE TOTAL		477.00		
	015 FIRE TOTAL		477.00		

## CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AMBULANCE					
AMBULANCE					
AETNA INC	AMB OVERPAYMENT REFUND	134.39			
ARGAS USA, LLC	AMB MEDICAL SUPPLIES	32.33			
ALADTEC, INC.	AMB SCHEDULING SOFTWARE	847.50			
AMERIGROUP IOWA INC	AMB OVERPAYMENT REFUND	115.08			
BLADE PEST CONTROL INC	AMB PEST CONTROL	41.00			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	238.11			
FREESE MOTORS INC	AMB VEHICLE REPAIR/MAINT	89.09			
JOHN DEERE FINANCIAL	AMB EQUIP REPAIR/MAINT	11.99			
MONTICELLO EXPRESS INC	AMB VEHICLE OPERATING	25.00			
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	1,892.39			
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES	230.98			
	160 AMBULANCE TOTAL		3,657.86		
	016 AMBULANCE TOTAL		3,657.86		
LIBRARY IMPROVEMENT					
LIBRARY					
MONTICELLO EXPRESS INC	LIB IMP PROGRAMS/PROMOTIONS	3.50			
TCM BANK NA	LIB IMP PROGRAMS/PROMOTIONS	36.97			
	410 LIBRARY TOTAL		40.47		
	030 LIBRARY IMPROVEMENT TOTAL		40.47		
LIBRARY					
LIBRARY					
ANAMOSA PUBLICATIONS	LIB SUBSCRIPTIONS	49.00			
BAKER & TAYLOR BOOKS	LIB BOOKS	66.12			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50			
MOLLI JENN HUNTER	JANITORIAL SERVICES	262.50			
INFRASTRUCTURE TECHNOLOGY	LIB DATA PROCESSING	115.00			
LADCO	LIB BUILDING REPAIR/MAINT	357.00			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	78.12			
MONTICELLO EXPRESS INC	LIB ADVERTISING	405.10			
OHNWARD BANK & TRUST	LIB PETTY CASH - POSTAGE	66.89			
TCM BANK NA	LIB SUBSCRIPTIONS	951.51			
TRANSPARENT LANGUAGE INC	LIB PROCESSING	225.00			
	410 LIBRARY TOTAL		2,581.74		
	041 LIBRARY TOTAL		2,581.74		
SUPER MAC FUND					
SUPER MAC FUND					
TCM BANK NA	SUPER MAC VIMEO PRO	212.93			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	499 SUPER MAC FUND TOTAL		212.93		
	045 SUPER MAC FUND TOTAL		212.93		
AIRPORT					
AIRPORT					
BIECHLER ELECTRIC, INC.	AIRPORT EQUIP REPAIR/MAINT		187.50		
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES		25.20		
MONTICELLO AVIATION INC	AIRPORT EQUIP REPAIR/MAINT		89.43		
GARY NAGEL	AIRPORT MOWING & SNOW REMOVAL		1,000.00		
	280 AIRPORT TOTAL		1,302.13		
	046 AIRPORT TOTAL		1,302.13		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST		37.20		
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES		115.67		
CARROT-TOP INDUSTRIES INC	RU LIGHT SYSTEMS & STRUCTURES		1,785.31		
CRESCENT ELECTRIC SUPPLY CO.	RU LIGHT SYSTEMS & STRUCTURES		1,057.39		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT		35.00		
DIAMOND VOGEL PAINT CENTER 227	RU STREET MAINTENANCE SUPPLIES		468.00		
HOTSY CLEANING SYSTEMS	RU SUPPLIES		285.00		
JOHN DEERE FINANCIAL	RU SUPPLIES		59.57		
KLUESNER CONSTRUCTION, INC.	RU STREET MAINTENANCE CONTRACT		3,471.00		
KROMMINGA MOTORS INC	RU STREET MAINTENANCE SUPPLIES		250.00		
LAPORTE MOTOR SUPPLY	RU SUPPLIES		3.66		
SCOT MCELMEEL	RU STREET MAINTENANCE CONTRACT		198.00		
MID-IOWA SOLID WASTE EQUIP CO	RU EQUIP REPAIR/MAINT		536.26		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT		510.93		
THOMPSON TRUCK & TRAILER, INC.	RU EQUIP REPAIR/MAINT		2,230.47		
UNITY POINT CLINIC -	RU OSHA - KAHLER		31.50		
WHITE HAWK PLUMBING & HEATING	RU STREET MAINTENANCE SUPPLIES		223.20		
	210 STREETS TOTAL		11,298.16		
	110 ROAD USE TOTAL		11,298.16		
EMPLOYEE BENEFITS					
POLICE DEPARTMENT					
DEPARTMENT OF THE TREASURY	PD PCORI FEE		19.05		
	110 POLICE DEPARTMENT TOTAL		19.05		
AMBULANCE					
DEPARTMENT OF THE TREASURY	AMB PCORI FEE		15.24		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	160 AMBULANCE TOTAL		15.24		
STREETS					
DEPARTMENT OF THE TREASURY	RU PCORI FEE		9.14		
	210 STREETS TOTAL		9.14		
LIBRARY					
DEPARTMENT OF THE TREASURY	LIB PCORI FEE		5.08		
	410 LIBRARY TOTAL		5.08		
PARKS					
DEPARTMENT OF THE TREASURY	MBC PCORI FEE		5.08		
	430 PARKS TOTAL		5.08		
CEMETERY					
DEPARTMENT OF THE TREASURY	CEMETERY PCORI FEE		1.65		
	450 CEMETERY TOTAL		1.65		
SUPER MAC FUND					
DEPARTMENT OF THE TREASURY	SUPER MAC PCORI FEE		1.27		
	499 SUPER MAC FUND TOTAL		1.27		
CLERK/CITY ADMIN					
DEPARTMENT OF THE TREASURY	CH PCORI FEE		7.37		
	620 CLERK/CITY ADMIN TOTAL		7.37		
	112 EMPLOYEE BENEFITS TOTAL		63.88		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
TCM BANK NA	LIB GEHRET ZOOM VIDEO COMM		74.95		
	410 LIBRARY TOTAL		74.95		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		74.95		
C.C. BIDWELL LIBRARY BOOK					
LIBRARY					
FINDAWAY WORLD LLC	LIB BIDWELL BOOKS		47.49		
	410 LIBRARY TOTAL		47.49		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		47.49		



CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
TRUST/IOMA MARY BAKER LIBRARY					
CENTER POINT PUBLISHING	LIB BAKER BOOKS		44.34		
	410 LIBRARY TOTAL		44.34		
	503 TRUST/IOMA MARY BAKER TOTAL		44.34		
WATER					
DEPARTMENT OF THE TREASURY	WATER PCORI FEE		4.13		
HAWKINS WATER TREATMENT	WATER SYSTEM		30.00		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		54.00		
INFRASTRUCTURE TECHNOLOGY	WATER/SEWER DESKTOP COMPUTER		812.75		
IOWA DEPT OF NATURAL RESOURCES	WATER DUES		432.59		
MUNICIPAL SUPPLY INC	WATER SUPPLIES		1,848.00		
R & R REALTY	OVERPAYMENT REFUND - CAMPBELL		90.41		
TCM BANK NA	WATER POSTAGE		11.15		
TREASURER STATE OF IOWA	WATER EXCISE TAX - JUNE		1,943.60		
	810 WATER TOTAL		5,226.63		
	600 WATER TOTAL		5,226.63		
CUSTOMER DEPOSITS					
CITY OF MONTICELLO	WATER DEPOSIT REFUND		50.00		
	810 WATER TOTAL		50.00		
	602 CUSTOMER DEPOSITS TOTAL		50.00		
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST		3,162.56		
JIM BENTER PETROLEUM INC	SEWER GROUNDS MAINTENANCE		531.00		
DEPARTMENT OF THE TREASURY	SEWER PCORI FEE		6.67		
ELECTRIC PUMP INC	SEWER CAPITAL EQUIPMENT		33,678.15		
FREESE MOTORS INC	SEWER VEHICLE OPERATING		174.13		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		2,001.00		
INFRASTRUCTURE TECHNOLOGY	WATER/SEWER DESKTOP COMPUTER		803.75		
MONTICELLO SPORTS	SEWER POSTAGE		4.00		
TCM BANK NA	SEWER POSTAGE		125.75		
TREASURER STATE OF IOWA	SALES TAX - JUNE		880.44		
UNITY POINT CLINIC -	SEWER OSHA - KAHLER		10.50		
	815 SEWER TOTAL		41,377.95		
	610 SEWER TOTAL		41,377.95		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SANITATION					
SANITATION					
DEPARTMENT OF THE TREASURY	SANITATION PCORI FEE		1.52		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS		11,958.56		
TREASURER STATE OF IOWA	SALES TAX - JUNE		924.81		
	840 SANITATION TOTAL		12,884.89		
	670 SANITATION TOTAL		12,884.89		
YARD WASTE SITE					
SANITATION					
TREASURER STATE OF IOWA	SALES TAX - JUNE		236.63		
	840 SANITATION TOTAL		236.63		
	675 YARD WASTE SITE TOTAL		236.63		
STORM WATER					
STORM WATER FUND					
TREASURER STATE OF IOWA	SALES TAX - JUNE		159.76		
	865 STORM WATER FUND TOTAL		159.76		
	740 STORM WATER TOTAL		159.76		
	Accounts Payable Total		135,302.82		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

	FUND NAME	AMOUNT
001	GENERAL	48,496.21
005	MONTICELLO BERNDES CENTER	7,069.80
015	FIRE	477.00
016	AMBULANCE	3,657.86
030	LIBRARY IMPROVEMENT	40.47
041	LIBRARY	2,581.74
045	SUPER MAC FUND	212.93
046	AIRPORT	1,302.13
110	ROAD USE	11,298.16
112	EMPLOYEE BENEFITS	63.88
178	TRUST/SLAVKA GEHRET FUND	74.95
502	C.C. BIDWELL LIBRARY BOOK	47.49
503	TRUST/IOMA MARY BAKER	44.34
600	WATER	5,226.63
602	CUSTOMER DEPOSITS	50.00
610	SEWER	41,377.95
670	SANITATION	12,884.89
675	YARD WASTE SITE	236.63
740	STORM WATER	159.76
	-----	
	TOTAL FUNDS	135,302.82

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

Bank Balance		
General Checking	\$1,895,270.00	
Property Tax & Water	\$2,508,932.08	
Soldiers Memorial Ckg	\$12,661.92	
Earl F Lehmann Trust	\$238.29	
DuTrac Savings	\$0.00	
Soldier Memorial Money Market	<u>-\$12.00</u>	
Total Bank Balance		<u>\$4,417,090.29</u>
Plus (Minus) Adjustment:		
Bank Charge/Error	<u>\$0.00</u>	
Total Adjustment		<u>\$0.00</u>
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	<u>\$199.08</u>	
Total Outstanding Credit Card Pymts		<u>\$199.08</u>
Less Outstanding Checks:		
Financial/Payroll	\$28,777.36	
Soldiers Memorial	<u>\$0.00</u>	
Total Outstanding Checks		<u>\$28,777.36</u>
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	<u>\$950.00</u>	
Total Investments		<u>\$950.00</u>
Treasurer's Balance		<u><u>\$4,389,462.01</u></u>

Prepared By: Sally Hinrichsen 7-15-2021  
Sally Hinrichsen, City Clerk

Reviewed by: Russell Farnum  
Russell Farnum, City Administrator

City of Monticello  
Cash On Hand By Bank  
For June 30, 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	\$238.29	0.150	N/A		Earl F Lehmann Trust Soldier Memorial
Checking # 394486	\$12,661.92		N/A		
Total by Bank	\$12,900.21				
<b>Dutrac Credit Union</b>					
Total by Bank	\$0.00				
<b>Regions Banks</b>					
Checking # 0002959379	\$0.00		N/A		Soldiers Memorial Soldiers Memorial
Money Market #0087688689	-\$12.00				
Total by Bank	-\$12.00				
<b>Fidelity Bank &amp; Trust</b>					
	\$0.00				
	\$0.00				
<b>Ohnward Bank &amp; Trust</b>					
General Ckg/Sweep #40002008	\$1,895,270.00	1.26	N/A		General Checking General Savings
Property Tax & Water #40001992	\$2,508,932.08	1.26	N/A		
Total by Bank	\$4,404,202.08				
<b>Total Cash on Hand- All Banks</b>	<b>\$4,417,090.29</b>				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$199.08				
Less Outstanding Checks	\$28,777.36				
Treasurer's Balance	\$4,389,462.01				

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 - Fiscal Year Summary - July 1, 2020 thru June 30, 2021

Reviewed by: *[Signature]*

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Investments	Clerk's Cash In Bank	Investments	Ending Fund Balance
<b>GENERAL FUNDS:</b>														
	General	664455.07	215282.42	18727.26	54685.00	1335949.69	788665.00	786675.06	775.00	733861.81		52038.25		786675.06
	Soldiers Memorial Board	12432.89	3380.00	0.51	0.00	3163.48	0.00	12649.92		0.00		12661.92	-12.00	12649.92
	Monticello Bemdes Center	36106.06	46138.17	91.97	21000.00	267016.81	0.00	25319.39	100.00	25219.39		0.00		25319.39
	Dare	6889.59	250.00	69.59	0.00	828.40	0.00	6380.78		6380.78		0.00		6380.78
	Canine	0.00	10110.00	16.70	0.00	1990.75	0.00	8135.95		8135.95		0.00		8135.95
	Insurance Fund	33393.78	0.00	437.71	20000.00	13538.76	0.00	40292.73		19682.82		20609.91		40292.73
	Monticello Trees Forever	34652.63	0.00	334.47	0.00	11858.19	0.00	23128.91		23128.91		0.00		23128.91
	Fife	382640.14	96462.52	1902.58	115629.00	427100.24	45000.00	124534.00		59639.60		64894.40	0.00	124534.00
	Ambulance Operating	28788.13	341160.25	684.01	225000.00	489084.82	10000.00	96527.57		64323.83		32203.74		96527.57
	Hotel/Motel Tax Fund	21704.61	19702.83	275.81	0.00	12813.44	12000.00	16869.81		16869.81		0.00		16869.81
	Earl F Lehmann Trust	238.17	0.00	0.12	0.00	0.00	0.00	238.29		0.00		238.29		238.29
	Street Bond	1200.00	1750.00	0.00	0.00	1650.00	0.00	1300.00		1300.00		0.00		1300.00
	Police Improvement	1265.78	4563.01	22.81	0.00	552.08	0.00	499.52		499.52		0.00		499.52
	Library Improvement	42150.50	12151.22	393.85	0.00	22693.18	0.00	32002.39		3593.85		28408.54		32002.39
	Library	12446.47	26500.71	294.73	125000.00	136306.16	2000.00	25935.75	75.00	20764.27		5096.48		25935.75
	Equipment Set-A-Side	28156.54	18060.00	347.60	20000.00	37284.14	29300.00	37284.14		19720.05		17544.09		37284.14
	Super Mac	12260.65	0.00	108.18	44355.00	37912.96	0.00	18811.87		18811.87		0.00		18811.87
	Airport	31021.96	143975.08	782.18	0.00	86772.11	0.00	89007.11		89007.11		0.00		89007.11
	Revolving Loan Fund	40660.47	953.25	488.89	0.00	0.00	0.00	42102.61		15463.85		26638.76		42102.61
<b>SPECIAL REVENUE FUNDS:</b>														
	Road Use Tax	587533.18	578551.55	0.00	0.00	563059.06	20000.00	563025.67		178452.10		384573.57		563025.67
	Road Use Tax Set Aside	0.00	0.00	65.19	20000.00	20000.00	0.00	65.19		65.19		0.00		65.19
	Employee Benefits	409078.69	444359.59	4297.52	0.00	472057.94	0.00	385677.86		85407.90		300269.96		385677.86
	TIF Tax Collections	822.48	589830.74	2727.39	0.00	234514.94	286282.00	72583.67		47145.60		25438.07		72583.67
	Slavka Gehret Trust	205855.09	0.00	2433.42	0.00	3181.94	0.00	205106.57		18165.44		186941.13		205106.57
	Police Forfeiture Acct	1154.61	0.00	13.12	0.00	0.00	0.00	1167.73		1167.73		0.00		1167.73
<b>DEBT SERVICE FUNDS:</b>														
	TIF - Debt Payments	99247.81	404146.62	2442.96	213727.50	602128.00	0.00	117437.09		0.00		117437.09		117437.09
	Park Improvements	51747.49	15631.00	110.02	75680.00	109555.60	0.00	33612.91		33612.91		0.00		33612.91
	Library Capital Improvement	9784.26	0.00	115.84	2000.00	260.70	0.00	11639.40		11639.40		0.00		11639.40
	Ambulance Improvements	166414.58	138708.04	1482.14	0.00	213048.00	0.00	93556.76		16167.61		77389.15		93556.76
	TIF Projects	114153.95	0.00	0.00	0.00	888.00	0.00	113265.95		34765.95		78500.00		113265.95
	Cemetery Improvements	54086.85	3602.30	2614.14	0.00	3905.00	0.00	60303.29		10927.76		49375.53		60303.29
	Capital Improvements	306734.88	48073.70	3902.19	0.00	0.00	0.00	354806.77		48316.90		306488.87		354806.77
	Youth Baseball & Softball	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00		0.00		0.00
	Low Income Housing	15100.81	0.00	179.04	0.00	0.00	0.00	15279.85		0.00		15279.85		15279.85
	Baty Disc Golf Course	9747.70	5620.00	79.49	0.00	9990.47	0.00	5456.72		5278.21		178.51		5456.72
	Mary Maxine Redmond Trust	8184.58	0.00	96.18	0.00	473.70	0.00	7807.06		0.00		7807.06		7807.06
	Pocket Park	6570.18	4348.00	108.57	0.00	575.00	0.00	10451.75		5431.86		5019.89		10451.75
<b>PERMANENT FUNDS:</b>														
	Cemetery Perpetual Care	166646.80	5052.30	0.00	0.00	0.00	0.00	171699.10		29212.30		142486.80	0.00	171699.10
	Charles S Bidwell Book Trust	83855.56	0.00	984.12	0.00	2020.13	0.00	82819.55		2537.37		80282.18		82819.55
	Idora Mary Baker Trust	39124.76	0.00	775.27	0.00	1738.71	0.00	38161.32		0.00		38161.32		38161.32
<b>ENTERPRISE FUNDS:</b>														
	Water Operating	61196.46	465568.56	1709.63	0.00	263308.06	128285.00	136901.59		8126.63		128774.96		136901.59
	Customer Deposits	92380.70	7590.00	0.00	0.00	5880.00	0.00	94090.70		12518.14		81572.56		94090.70
	Water Capital Improvements	8273.24	5890.38	881.94	0.00	0.00	0.00	14845.66		8919.71		5925.85		14845.66
	Sewer Operating	154676.00	67752.62	2554.25	0.00	455976.71	94636.50	284569.66		75572.84		208996.82		284569.66
	Sewer Capital Improvements	84377.75	5890.38	1465.07	0.00	19589.70	0.00	19589.70		1510.85		18078.85		19589.70
	Sanitation	94690.26	55265.91	525.39	0.00	580679.14	0.00	67172.42		8509.42		0.00		67172.42
	Sanitation Capital Improvements	8412.37	0.00	97.05	0.00	0.00	0.00	8509.42		8509.42		0.00		8509.42
	Yard Waste	0.00	28770.09	102.82	0.00	1669.48	0.00	27203.13		27203.13		0.00		27203.13
	Storm Water Fund	-1056.33	29795.69	93.35	0.00	7909.39	16211.00	4712.32		2182.43		2519.89		4712.32
	Self Funded Insurance	0.00	17702.75	0.00	0.00	17702.75	0.00	0.00		0.00		0.00		0.00
	Flex Spending	520.73	400.01	0.00	0.00	759.72	0.00	161.02		161.02		0.00		161.02
	Enterprise Flex Spending	647.11	599.95	0.00	0.00	1139.58	0.00	107.48		107.48		0.00		107.48
<b>TOTAL OF ALL FUNDS</b>		4230625.99	6903499.84	54614.77	1412659.50	6904578.59	1412359.50	4389482.01	950.00	1866691.72	2508932.08	12900.21	-12.00	4389482.01

City of Monticello - Monthly Summary - June 1st thru 30th, 2021

Reviewed by: *[Signature]*

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash in Bank	Investments	Investments Bank	Ending Fund Balance
<b>GENERAL FUNDS:</b>													
	General	853768.65	102158.53	1955.12	25685.00	167745.49	29166.75	786675.06	775.00	73861.81			786675.06
	Soldiers Memorial Board	12821.92	400.00			572.00		12649.92					12649.92
	Monticello Bemdes Center	43138.24	2109.94	43.16		19871.95		25319.39	100.00	25219.39			25319.39
	Dare	6374.39		6.39				6380.78		6380.78			6380.78
	Canine	8986.94		9.01				8135.95		8135.95			8135.95
	Insurance Fund	44312.09		44.43		4063.79		40292.73		19682.82			40292.73
	Monticello Trees Forever	28700.13		28.78		5600.00		23128.91		23128.91			23128.91
	Fire	120902.87	12190.36	171.36	45000.00	8730.59	45000.00	124534.00		59639.60			124534.00
	Ambulance Operating	96537.01	17743.75	129.05	18750.00	36632.24		96527.57		64323.83			96527.57
	Hotel/Motel Tax Fund	16852.91						16869.81		16869.81			16869.81
	Earl F Lehmann Trust	238.26		0.03				238.29		238.29			238.29
	Street Bond	1300.00						1300.00		1300.00			1300.00
	Police Improvement	-3.48	503.00					499.52		499.52			499.52
	Library Improvement	32690.33	316.00	32.77		1036.71		32002.39		3593.85			32002.39
	Library	26928.82	747.00	26.92	10416.75	12183.74		25935.75	75.00	20764.27			25935.75
	Equipment Set-A-Side	37526.52		37.62			300.00	37264.14		19720.05			37264.14
	Super Mac	20326.47		20.38		1534.98		18811.87		18811.87			18811.87
	Airport	69854.15	21984.99	70.05		2902.08		89007.11		89007.11			89007.11
	Revolving Loan Fund	42060.44		42.17				42102.61		15463.85			42102.61
<b>SPECIAL REVENUE FUNDS:</b>													
	Road Use Tax	579754.56	49348.25			66077.14		563025.67		178452.10			563025.67
	Road Use Tax Set Aside	65.12		0.07				65.19		65.19			65.19
	Employee Benefits	415721.47	5084.28	300.79		35428.68		385677.86		85407.90			385677.86
	TIF Tax Collections	157011.71	6183.70	286.26		90878.00		72583.67		47145.60			72583.67
	Slavka Gehret Trust	205516.46		206.07		615.96		205106.57		18165.44			205106.57
	Police Forfeiture Acct	1166.56		1.17				1167.73		1167.73			1167.73
<b>DEBT SERVICE FUNDS:</b>													
	Debt Service	113229.20	4572.58	115.31	320.00	800.00		117437.09		117437.09			117437.09
	TIF - Debt Payments	0.00			300.00			0.00					0.00
<b>PERMANENT FUNDS:</b>													
	Park Improvements	32255.57	1685.00	32.34		360.00		33612.91		33612.91			33612.91
	Library Capital Improvement	11627.74		11.66				11639.40		11639.40			11639.40
	Ambulance Improvements	87048.83	6420.65	87.28		93566.76		93566.76		16167.61			93566.76
	TIF Projects	113265.95						113265.95		34765.95			113265.95
	Cemetery Improvements	59911.22	160.00	232.07		60303.29		60303.29		10927.76			60303.29
	Capital Improvements	353932.87	518.00	354.90		354805.77		354805.77		48316.90			354805.77
	Youth Baseball & Softball	0.00						0.00					0.00
	Low Income Housing	15264.55		15.30				15279.85		15279.85			15279.85
	Baty Disc Golf Course	6154.56		6.16				5456.72		5278.21			5456.72
	Mary Maxine Redmond Trust	8064.22		7.96				7807.06		7807.06			7807.06
	Pocket Park	10441.29		10.46				10451.75		5431.86			10451.75
<b>PERMANENT FUNDS:</b>													
	Cemetery Perpetual Care	171519.10	180.00					171699.10		29212.30			171699.10
	Charles S Bidwell Book Trust	82804.85		83.03		68.33		82819.55		2537.37			82819.55
	Idona Mary Baker Trust	36605.07		38.23		481.98		38161.32		38161.32			38161.32
<b>ENTERPRISE FUNDS:</b>													
	Water Operating	137584.41	36809.17	139.52		17081.51	20570.00	136901.59		8126.63			136901.59
	Customer Deposits	93790.70	550.00			250.00		94090.70		12518.14			94090.70
	Water Capital Improvements	14159.01	625.33	61.22				14845.58		8919.71			14845.58
	Sewer Operating	258647.14	51824.04	259.35		26043.37	117.50	284569.66		75572.84			284569.66
	Sewer Capital Improvements	35831.41	625.34	82.95		16950.00		19599.70		1510.85			19599.70
	Sanitation	61422.58	45149.34	61.59		39481.09		67172.42		67172.42			67172.42
	Sanitation Capital Improvements	8483.91		8.51		-17.00		8509.42		8509.42			8509.42
	Yard Waste	23785.18	3647.07	23.85		252.97		27203.13		27203.13			27203.13
	Storm Water fund	7596.22	2465.80	7.61		339.81		4712.32		2192.43			4712.32
	Self Funded Insurance	0.00	4217.23					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>													
		4568266.62	378219.35	5047.80	100471.75	562371.76	100171.75	4389462.01	950.00	1866691.72	2508932.08	-12.00	4389462.01

**City of Monticello**  
**Application for Fireworks Permit**  
**Code of Ordinances §41.11**

1. Applicant: Great Jones County Fair, 319-480-0199  
Name and Phone Number(s) (Cell Phone required.)
2. Sponsoring Organization, if any: N/A
3. Address of Applicant or Sponsoring Organization if one: N/A
4. Fireworks Display date and time: 10:30 pm July 22-25, 2021
5. Fireworks Display Location: Fairgrounds
6. Expected attendance at Display: 10-20,000
7. Name(s) and address and phone numbers of Designated Pyrotechnician(s):  

<u>Flashing Thunder</u>	<u>Mitchel, IA</u>	
Name	Address	Phone
8. Contact Person / Supervisor of Fireworks Display: Jeremy Mostek
9. Will there be a need for traffic control? If yes, please describe potential need.  
Yes. City and County officials in control of traffic.
10. Liability Insurance in the amounts set out within Monticello Code of Ordinances §41.11 is required. Please attach proof of coverage for the date(s) of the proposed fireworks display(s) as required. On the way.  
(Personal Injury: – \$250,000.00 per person; Property Damage: \$50,000.00; Total Exposure: \$1,000,000.00.)

Subscribed and sworn to this 12th, day of July, 2021.

Great Jones County Fair, John S Harms, GM, Applicant



City Council Meeting  
Prep. Date: 07/14/21  
Preparer: Russell Farnum



Agenda Item: # 1+2  
Agenda Date: 07/19/2021

*Communication Page*

**Agenda Items Description:** Resolutions approving 5- year extensions for nonconforming pole signs

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

**Attachments & Enclosures:**

(2) Resolutions
(2) sign panel proposals

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** In accordance with the sign code amendment that was approved at the July 6 Council meeting, property owners may apply to the Council for a 5-year extension to keep their nonconforming signs.

There are two current requests for extensions, one from Jenn at Mission Cup Coffee, and a second from Karen Ross at JK Ross. Details are attached.

**Background Information:** The City Council approved an amendment to the sign ordinance that allows it to approve an extension allowing a business to keep a nonconforming 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.

Both of the extension requests comply with these requirements.

**Staff Recommendation:**

Approval is recommended.

# The City of Monticello, Iowa

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

## RESOLUTION #

Approving pole sign extension for Mission Cup located at 138 South Main Street

**WHEREAS**, Mission Cup located at 138 South Main Street has an existing non-conforming pole sign located on the property, and

**WHEREAS**, A request has been received to permit a change the face of the sign due to age and deterioration of the existing sign, and

**WHEREAS**, City Code requires that non-conforming signage be brought into compliance when there are alterations, improvements, a change in ownership, and in other enumerated cases, or within five (5) years after the passage of the Ordinance, approximately December 2020, whichever occurs first, and

**WHEREAS**, On July 6, 2021, Council adopted Ordinance #743 that City Council may approve an extension for an additional specific period of time, but not more than five (5) years, provide it meets the criteria listed and the sign needs to meet the requirements set out at Section 180.02 of the Monticello Code of Ordinances, and

**WHEREAS**, The Council finds that Mission Cup should be allowed to replace the sign face, as requested.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby authorize the Public Works Director to issue a building permit to Mission Cup, authorizing them to replace the sign face on the existing pole sign and granting no more than a five (5) year to bring pole sign into compliance.

**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 19<sup>th</sup> day of July, 2021.

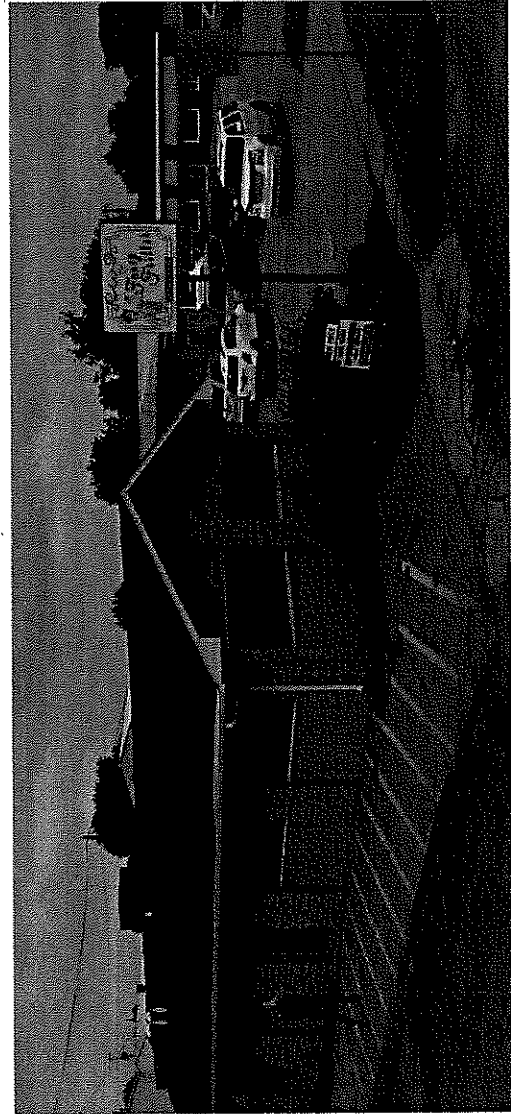
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Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, Monticello City Clerk



# The City of Monticello, Iowa

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

## RESOLUTION #

Approving pole sign extension for JK Ross located at 101 North Main Street

**WHEREAS**, JK Ross located at 101 North Main Street has an existing non-conforming pole sign located on the property, and

**WHEREAS**, A request has been received to permit a change the face of the sign due to age and deterioration of the existing sign, and

**WHEREAS**, City Code requires that non-conforming signage be brought into compliance when there are alterations, improvements, a change in ownership, and in other enumerated cases, or within five (5) years after the passage of the Ordinance, approximately December 2020, whichever occurs first, and

**WHEREAS**, On July 6, 2021, Council adopted Ordinance #743 that City Council may approve an extension for an additional specific period of time, but not more than five (5) years, provide it meets the criteria listed and the sign needs to meet the requirements set out at Section 180.02 of the Monticello Code of Ordinances, and

**WHEREAS**, The Council finds that JK Ross should be allowed to replace the sign face, as requested.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby authorize the Public Works Director to issue a building permit to JK Ross, authorizing them to replace the sign face on the existing pole sign and granting no more than a five (5) year to bring pole sign into compliance.

**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 19<sup>th</sup> day of July, 2021.

---

Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, Monticello City Clerk

**JK**  
**ROSS**

[jkrossstore.com](http://jkrossstore.com)

City Council Meeting  
Prep. Date: 7/14/2021  
Preparer: Sally Hinrichsen



Agenda Item: # 3  
Agenda Date: 07/19/2021

*Communication Page*

**Agenda Items Description:** Resolution to approve standard Residential Tax Abatement related to property located at 230 West Grand Street, Monticello

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Abatement Application filed by Joshua White related to residential improvements constructed at 230 West Grand Street, Monticello, Iowa

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

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

# The City of Monticello, Iowa

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

## RESOLUTION #

Approving Joshua White Tax Abatement Application related to Residential  
Improvements constructed at 230 West Grand Street, Monticello, Iowa

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

**WHEREAS,** Joshua Smith have completed and filed an Application for Tax Abatement related to residential property located at 230 West Grand Street and

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

**WHEREAS,** The Council further finds that the estimated completion date of the improvements was May 1, 2021, and finds, based thereon, that the Jones County Assessor will need to determine how many years of tax abatement remain on this property, being tied to the date on which the property was deemed to be 100% complete for taxation purposes.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Joshua White as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of July 9, 2021 and being signed Joshua White and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

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

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 07/09/21

       Prior Approval for  
Intended Improvements

  X   Approval of Improvements  
Completed

Address of Property: 230 West Grand St

Legal Description: \_\_\_\_\_

Title Holder or Contract Buyer Title holder

Address of Owner (if different than above): \_\_\_\_\_

Phone Number (to be reached during the day): 319-929-9091

Existing Property Use:  Residential  Commercial  Industrial  Vacant

Proposed Property Use:  Residential  Commercial  Industrial

Nature of Improvements:  New Construction  Addition  General Improvements

Specify New home

Estimated or Actual Date of Completion: 05/01/21

Estimated or Actual Cost of Improvements: ~~200,000~~ 207,000

Tax Exemption Schedule is attached.

Signed: Jan White



City Council Meeting  
 Prep. Date: 7/14/2021  
 Preparer: Sally Hinrichsen



Agenda Item: # 4  
 Agenda Date: 07/19/2021

*Communication Page*

**Agenda Items Description:** Resolution to approve bid related to Sanitary Sewer Repairs on East Seventh Street and Sycamore Street

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

**Attachments & Enclosures:**

Resolution
Bids/Proposals
Aerial view

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Water/Wastewater Superintendent sought bids to perform sanitary sewer and manhole repair on East Seventh Street and Sycamore Street.

**Background Information:** Horsfield Construction installed 2- 45's into the East Seventh Street section of the North Sycamore Street Project, with the assumption that the Council was planning to replace the utilities in that section of East Seventh Street. In the building specifications, there was to be a drop pipe connection into the manhole at the intersection of North Sycamore and East Seventh Street. The 2 – 45's were installed to change the elevation from the old East Seventh Street line to the new East Seventh Street line instead of using the drop pipe.

Council decided not to proceed with the Seventh Street portion of the project and were not advised of the direction given to Horsfield related to the manhole connection.

After some issues with the sewer main, Roto-Rooter came and videos the sewer main. There is heavy root intrusion in the sewer main from Cedar Street to the new section of E 7<sup>th</sup> Street. During this video inspection, the 45's were found at the connection of the old East Seventh Street line to the new East Seventh Street. The sewer backups were not caused by the installation of the 45's but determined to be caused by the root intrusion for one backup and the other backup was caused by a dislodged brick was wedged into the pipe at the manhole at East Seventh Street and North Sycamore. Roto-Rooter instructed that they would not run a jetter line through the 45's, as it would cause damage to the jetter hose and recommended removing the 45's and repairing the pipe from Cedar Street to North Sycamore.

Water/Wastewater Superintendent sought bids to perform sanitary sewer and manhole repair on East Seventh Street and Sycamore Street from Eastern Iowa Excavating & Concrete LLC and Visu-Sewer.

Quote #1 - Eastern Iowa Excavating quoted to remove and replace 200' of sanitary sewer, 5 service and one drop at the manhole on Sycamore Street, identifying all of same in a proposal at a total cost of \$30,362.50,

Quote #2 - Eastern Iowa Excavating quoted to remove and replace 40' of sanitary sewer (to remove the 45's that were installed on a previous project and one drop at the manhole on Sycamore Street, identifying all of same in a proposal at a total cost of \$10,222.00

Quote #3 - Eastern Iowa Excavating quoted to install one internal drop at the manhole on Sycamore Street, identifying all of same in a proposal at a total cost of \$4,200.00

AND

Quote #1 - Visu-Sewer quoted to install 322 linear feet of National Liner on Seventh Street, identifying all of same in a proposal at a total cost of \$17,871.00.

Quote #2 - Visu-Sewer quoted to line the walls and bench of eight (8) manholes using ½" of Strong Seal MS2A, identifying all of same in a proposal at a total cost of \$185.00/ vertical feet.

**Staff Recommendation:** Staff recommend that the Council consider the quotes and to approve the Resolution approving the approve bid related to Sanitary Sewer Repairs on East Seventh Street and Sycamore Street





TO: CITY OF MONTICELLO

RE: MONTICELLO, IA, REMOVE AND REPLACE SANITARY WITH EXTERNAL DROP AT SYCAMO

7/14/2021

## QUOTATION CONTINUED

- 1 TRAFFIC CONTROL TO BE PROVIDED BY PRIME/GENERAL
- 2 BONDS AREN'T INCLUDED IN QUOTE. THEY ARE AVAILABLE FOR ADDITIONAL COST
- 3 STAKING TO BE PROVIDED BY PRIME/GENERAL.
- 4 PROPOSAL MAY BE WITHDRAWN BY US AFTER 10 DAYS
- 5 FOR PCC AND CURB PLACEMENT, BASE STONE TO BE WITHIN + 1/16" , GENERAL TO PROVIDE ALL BASE STONE.
- 6 SUBGRADE STABILIZATION WILL COST \$20.00 A TON FOR ROCK PLACEMENT AND EXCAVATION.
- 7 COMPLETED WORK IS TO BE PAID WITHIN 30 DAYS, GENERAL CONTRACTOR WILL ACT IN GOOD FAITH TO ENSURE TIMELY, FULL PAYMENT TO US.
- 8 IF A FORMAL SUBCONTRACT IS REQUIRED, THIS PROPOSAL MUST BECOME AN INTREGAL PART OF IT AND LISTED AS AN EXHIBIT.
- 9 DEVIATION FROM TERMS OF THIS QUOTATION MUST BE IN WRITING FROM EASTERN IOWA
- 10 QUOTE DOES NOT INCLUDE FEDERAL WAGES.
- 11 QUOTE INCLUDES 7% SALES TAX.
- 12 RETAINAGE TO PAID BE PAID WITHIN 4 MONTHS OF WORK BEING COMPLETED.
- 13 TESTING IS NOT INCLUDED WITH QUOTE.
- 14 C-3 CONCRETE IS QUOTED ON CURB AND C-4 FOR HANDWORKED PCC.
- 15 FINAL QUANTITIES TO BE BASED ON ACTUAL FIELD MEASURED AMOUNTS.
- 16 QUOTE DOES NOT INCLUDE WINTER POURING ITEMS: HOT WATER, COVERING W/ BLANKETS, ETC.
- 17 THIS QUOTATION IS PROVIDED WITH THE ABOVE TERMS. EXTRA SUBCONTRACT TERMS MAY REQUIRE PRICE ADJUSTMENTS.





TO: CITY OF MONTICELLO  
RE: MONTICELLO, IA, EXTERNAL DROP AT SYCAMORE AND 7TH

7/14/2021

## QUOTATION CONTINUED

- 1 TRAFFIC CONTROL TO BE PROVIDED BY PRIME/GENERAL
- 2 BONDS AREN'T INCLUDED IN QUOTE. THEY ARE AVAILABLE FOR ADDITIONAL COST
- 3 STAKING TO BE PROVIDED BY PRIME/GENERAL.
- 4 PROPOSAL MAY BE WITHDRAWN BY US AFTER 10 DAYS
- 5 FOR PCC AND CURB PLACEMENT, BASE STONE TO BE WITHIN + 1/10" , GENERAL TO PROVIDE ALL BASE STONE.
- 6 SUBGRADE STABILIZATION WILL COST \$20.00 A TON FOR ROCK PLACEMENT AND EXCAVATION.
- 7 COMPLETED WORK IS TO BE PAID WITHIN 30 DAYS, GENERAL CONTRACTOR WILL ACT IN GOOD FAITH TO ENSURE TIMELY, FULL PAYMENT TO US.
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- 16 QUOTE DOES NOT INCLUDE WINTER POURING ITEMS: HOT WATER, COVERING W/ BLANKETS, ETC.
- 17 THIS QUOTATION IS PROVIDED WITH THE ABOVE TERMS. EXTRA SUBCONTRACT TERMS MAY REQUIRE PRICE ADJUSTMENTS.





TO: CITY OF MONTICELLO  
RE: MONTICELLO, IA, INTERNAL DROP AT SYCAMORE

7/14/2021

## QUOTATION CONTINUED

- 1 TRAFFIC CONTROL TO BE PROVIDED BY PRIME/GENERAL
- 2 BONDS AREN'T INCLUDED IN QUOTE. THEY ARE AVAILABLE FOR ADDITIONAL COST
- 3 STAKING TO BE PROVIDED BY PRIME/GENERAL.
- 4 PROPOSAL MAY BE WITHDRAWN BY US AFTER 10 DAYS
- 5 FOR PCC AND CURB PLACEMENT, BASE STONE TO BE WITHIN + 1/10" , GENERAL TO PROVIDE ALL BASE STONE.
- 6 SUBGRADE STABILIZATION WILL COST \$20.00 A TON FOR ROCK PLACEMENT AND EXCAVATION.
- 7 COMPLETED WORK IS TO BE PAID WITHIN 30 DAYS, GENERAL CONTRACTOR WILL ACT IN GOOD FAITH TO ENSURE TIMELY, FULL PAYMENT TO US.
- 8 IF A FORMAL SUBCONTRACT IS REQUIRED, THIS PROPOSAL MUST BECOME AN INTEGRAL PART OF IT AND LISTED AS AN EXHIBIT.
- 9 DEVIATION FROM TERMS OF THIS QUOTATION MUST BE IN WRITING FROM EASTERN IOWA
- 10 QUOTE DOES NOT INCLUDE FEDERAL WAGES.
- 11 QUOTE INCLUDES 7% SALES TAX.
- 12 RETAINAGE TO PAID BE PAID WITHIN 4 MONTHS OF WORK BEING COMPLETED.
- 13 TESTING IS NOT INCLUDED WITH QUOTE.
- 14 C-3 CONCRETE IS QUOTED ON CURB AND C-4 FOR HANDWORKED PCC.
- 15 FINAL QUANTITIES TO BE BASED ON ACTUAL FIELD MEASURED AMOUNTS.
- 16 QUOTE DOES NOT INCLUDE WINTER POURING ITEMS: HOT WATER, COVERING W/ BLANKETS, ETC.
- 17 THIS QUOTATION IS PROVIDED WITH THE ABOVE TERMS. EXTRA SUBCONTRACT TERMS MAY REQUIRE PRICE ADJUSTMENTS.





## Proposal

To: Jim Tjaden  
City of Monticello  
22059 Hwy 38  
Monticello, IA 52310  
319-465-3731

From: Bob Moen  
Visu-Sewer, Inc.  
1065 15th Street SW  
Mason City, IA 50401  
(641) 424-8044

**Date:** 7/10/2021

**Project:** Sanitary Sewer CIPP Installation

Visu-Sewer is pleased to provide the following quotation for CIPP installation:

Install 322 linear feet of 8" x 6mm National Liner @ \$55.50 per linear foot      \$17,871.00

The above listed price is based on a video inspection dated 12/10/2020 and assumes the current pipe condition is suitable for CIPP installation utilizing air pressure for the inversion and hot air/ steam for curing. Pricing includes:

- Labor, material, and equipment.
- Mobilization and Traffic Control
- One (1) pass jet cleaning and televising of sewers prior to installation.
- Bypass pumping of existing flow.
- Installation of National Liner per manufacturer's instructions, ASTM 1216.
- Reinstatement of two (2) active service connections
- Televising of sewers after installation.

Note: If needed, grouting of active leaks, removal of obstructions (i.e., roots, deposits, and protruding taps), and heavy cleaning will be quoted separately. If it is determined that current pipe conditions are not suitable for an air inversion and hot air/ steam cure, pricing may be adjusted to reflect alternate installation methods. Mobilization and/ or time on site will be billed at a T&M rate of \$310.00 per hour for pipe sections not suitable for CIPP installation.

The City of Monticello will need to provide drivable equipment access to all manholes, remove 45-degree bends in pipe upstream of manhole located at Sycamore and 7<sup>th</sup>, water from nearby hydrants (without charge), a dump site for captured debris, and traffic control beyond cones and signs.

Thank you for the opportunity to quote on this project. Please do not hesitate to call if you have any questions.

All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to standard practices or specifications submitted. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. If a collapse of the original pipe results during the lining process, Visu-Sewer will not be held liable for costs associated with excavation, repairs, or restoration. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Terms - Net 30 days.

## Acceptance of Proposal

The above prices / conditions are satisfactory and are hereby accepted. Visu-Sewer is authorized to do the work as specified.

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

[www.visu-sewer.com](http://www.visu-sewer.com)

WISCONSIN - ILLINOIS - MINNESOTA - IOWA - MISSOURI - VIRGINIA



**Visu-Sewer**  
Inspect. Maintain. Rehabilitate.  
**Proposal**

To: Jim Tjaden  
City of Monticello  
22059 Hwy 38  
Monticello, IA 52310  
319-465-3731

From: Bob Moen  
Visu-Sewer, Inc.  
1065 15th Street SW  
Mason City, IA 50401  
(641) 424-8044

**Date:** 7/10/2021

**Project:** Cementitious Manhole Lining

---

Visu-Sewer is pleased to offer the following service:

Line the walls and bench of eight (8) manholes in the City of Monticello using 1/2" of Strong Seal MS2A. All work will be in accordance with manufactures specifications. The price to complete this work is as follows:

Price - \$185.00 per vertical foot  
(Based on a minimum of 65 vertical feet)

**Note:** Manhole lining does not include bypass pumping, lining the invert, or installing or rebuilding the bench. The cones sections of manholes located at 1st & Chestnut, 3rd & Farley, and Dunham & Sycamore will need to be replaced prior to applying Strong seal to these manholes.

The City of Monticello is asked to provide drivable equipment access to all manholes, water for from nearby hydrants for our equipment and a dump site for debris disposal. If needed, sealing of active leaks will be quoted separately.

Thank you for the opportunity to quote on this project. If you have any questions, please do not hesitate to contact us at (641) 424-8044.

---

All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Time and material rates are charges "port to port". Terms - Net 30 days.

---

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Visu-Sewer, Inc. is authorized to do the work as specified.

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

[www.visu-sewer.com](http://www.visu-sewer.com)

WISCONSIN - ILLINOIS - MINNESOTA - IOWA - MISSOURI - VIRGINIA

City Council Meeting  
Prep. Date: July 15, 2021  
Preparer: Nick Kahler



Agenda Item: 5  
Agenda Date: July 19, 2021

*Communication Page*

**Agenda Items Description:** Purchase new streets truck

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** We have budgeted and are in need of a new streets truck

**Background Information:** I have been searching near and far for trucks. The one I have found is the closest one that checks off all of our boxes. It is in Chesterfield, MO.. It's a 2021 crew cab, gas, 4x4 and has a flatbed already on the truck. There are very few gas trucks out there right now and I feel that this one would fit our needs perfectly.

**Staff Recommendation:** I recommend the approval of purchasing a new streets truck

KTP-000213 OK 53D 078 SA 2 X PRESS 810 RAMP BUMPER 12D8R1360MED11024 SUPERZ NALTI ME D11024



VEHICLE DESCRIPTION  
**SUPER DUTY**  
2024 F250 DRIV AX4 CREW CHAS  
4.1LITER V6 ENGINE S/CAB  
16-SPEED AUTOMATIC

EXTERIOR  
PEARL WHITE  
INTERIOR  
MEDIUM EARTH GRAY VINYL

ME D11024  
EPA Fuel Economy and Environment  
DOT FUEL ECONOMY RATINGS NOT REQUIRED ON THIS VEHICLE

STANDARD EQUIPMENT INCLUDED AND AVAILABLE AS OPTIONS

**EXTERIOR**

- 16" WHEELS
- 2024 16" WHEEL BENCH W/FLIP-UP
- FLIP-DOWN W/ HEAD RESTRAINT
- AIR CONTROLS, MANUAL, FRONT
- 10-SPEAKER PREMIUM SOUND SYSTEM
- POWER WINDOWS, LOCKED REAR WINDOW
- TRAILER BRAKE CONTROLLER
- TRAILER SWAY CONTROL
- TRAILER SWAY CONTROL WITH SENSORS
- TRAILER SWAY CONTROL WITH SENSORS

**INTERIOR**

- 4-WHEEL ANTI-LOCK BRAKE SYS
- ELECT 4WD SHIF-ON-FLY
- 10-SPEAKER PREMIUM SOUND SYSTEM
- 10-SPEAKER PREMIUM SOUND SYSTEM
- 10-SPEAKER PREMIUM SOUND SYSTEM
- 10-SPEAKER PREMIUM SOUND SYSTEM
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**FUNCTIONS**

- MONRO BEAM HEEL SPRING PRT
- SUSPENSION WEIGHT BAR
- STABILIZER BAR, FRONT/REAR
- SYNC® WITH APPLE CARPLAY™

**SAFETY & SECURITY**

- ADVANCED TRAC CONTROL
- BLIS®
- CROSS TRAFFIC ALERT
- 10-SPEAKER PREMIUM SOUND SYSTEM
- 10-SPEAKER PREMIUM SOUND SYSTEM
- 10-SPEAKER PREMIUM SOUND SYSTEM
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- TRAILER SWAY CONTROL WITH SENSORS
- TRAILER SWAY CONTROL WITH SENSORS

**EXTERIOR**

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- FLIP-DOWN W/ HEAD RESTRAINT
- AIR CONTROLS, MANUAL, FRONT
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- TRAILER BRAKE CONTROLLER
- TRAILER SWAY CONTROL
- TRAILER SWAY CONTROL WITH SENSORS
- TRAILER SWAY CONTROL WITH SENSORS

FIN Q1649  
FLEET ID #

FF 21-353  
Stock #

**44 YEARS**  
FORD F-SERIES  
ALL MODEL YEARS EXCEPT TRUCKS  
TRAVERSE  
PICKUP

fuel economy.gov  
Calculate personalized estimates and compare vehicles.

#48,695.00 MSRP  
4,297.00 FM Fiat Bid  
\$52,992.00  
6,000.00 FLEET DISCOUNT  
\$46,992.00 TOTAL

**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust; do not idle the engine except as necessary; service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to [www.P65Warnings.ca.gov/p65warnings-vehicle](http://www.P65Warnings.ca.gov/p65warnings-vehicle).

**EXTERIOR**  
PEARL WHITE  
INTERIOR  
MEDIUM EARTH GRAY VINYL

**ME D11024**

**SPECIAL ORDER**

Right Hand Drive - \$1000.00  
Left Hand Drive - \$1000.00  
Total: \$54,992.00

**FIGRA**

2024 F250 DRIV AX4 CREW CHAS  
4.1LITER V6 ENGINE S/CAB  
16-SPEED AUTOMATIC

INCLUDED ON THIS VEHICLE:

OPTIONAL EQUIPMENT LISTING:

- 16" WHEELS
- 2024 16" WHEEL BENCH W/FLIP-UP
- FLIP-DOWN W/ HEAD RESTRAINT
- AIR CONTROLS, MANUAL, FRONT
- 10-SPEAKER PREMIUM SOUND SYSTEM
- POWER WINDOWS, LOCKED REAR WINDOW
- TRAILER BRAKE CONTROLLER
- TRAILER SWAY CONTROL
- TRAILER SWAY CONTROL WITH SENSORS
- TRAILER SWAY CONTROL WITH SENSORS

07/09/2021

FF 21353



Headquarters:  
825 East Wyomissing Blvd, Reading, PA 19811 • (610) 775-3301

READING TRUCK EQUIPMENT, LLC

\*\*\* I N V O I C E \*\*\*

BRANCH: 0  
JOB ORDER: J410002405  
ORDER TAKER: CLH

DATE: 07/03/21  
INVOICE: J410002405  
TERMS: N30

PAGE: 1

BILL TO: 81923  
LOU FUSZ COMMERCIAL NETWORK  
#2 CAPRICE DRIVE  
CHESTERFIELD MO 63005

SHIP TO:  
LOU FUSZ COMMERCIAL NETWORK  
#2 CAPRICE DRIVE  
CHESTERFIELD MO 63005

MAKE: FORD	ENGINE: 6.2G	CUST PO: MED11024
MODEL: 4X4F350C	C.A.: 60	REP: KEVIN ABBOTT
YEAR: 2021	GVW: 14000	SHIP VIA: CPU
VIN: 1FD8W3H60MED11024	SW/DW: DUAL	S/N: 21052512
TRN: AUTO UNIT:	COLOR: WHT	DELIVERY: 07/06/21

PART NUMBER	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
=====					
FURNISH & INSTALL					

QUOTE IS BASED ON CHASSIS HAVING A CLEAR FRAME AND EQUIPPED WITH (1) OEM STANDARD REAR MOUNT FUEL TANK (GAS OR DIESEL), UNLESS OTHERWISE NOTED.

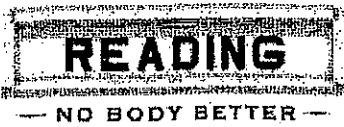
BEDROCK 9'4" DIAMOND SERIES FLATBED.  
9'4" L X 94" W - STEEL, PC BLACK.  
26K GOOSENECK HITCH WITH 2 5/16" BALL.  
INTEGRATED 18K, 2" RECEIVER HITCH.  
(2) 7-WAY/4-WAY TRAILER WIRING PLUGS.  
(GOOSENECK & REAR HITCH)  
ROUNDED ADJUSTABLE LOUVERED HEADACHE RACK.  
WITH LED BACKUP/WORK LIGHTS.  
STEEL DIAMOND PLATE FLOOR, REAR AND SIDES.  
STAKE POCKETS AND 3/8" X 2" RUB RAIL TIE DOWNS.  
DOT LED S/T/T IN REAR SKIRT.

INSTALL BACK UP CAMERA IF PROVIDED BY OEM.  
TEST TO FMVSS111 REQUIREMENTS.

\*\*\* CONTINUED NEXT PAGE \*\*\*

TERMS AND CONDITIONS

Reading Truck Group offers to sell goods and services described only upon terms and conditions provided to customers. Reading Truck Group reserves the right to revoke this offer without notice. This offer shall be deemed accepted and binding on the terms and conditions that are available on our website at [www.readingequipment.com](http://www.readingequipment.com) under the About Us tab. Terms are due upon receipt unless prior credit arrangements are made at the time of order. C.O.D. customers require a 25% deposit to process order. Balance is due upon completion. All payments shall be credit card, certified check, wire transfer or cash. Cancelled orders may be subject to manufacturers restocking charges.



Headquarters:
825 East Wyomissing Blvd, Reading, PA 19611 • (610) 775 - 3301

READING TRUCK EQUIPMENT, LLC
\*\*\* I N V O I C E \*\*\*

BRANCH: 41
JOB ORDER: J410002405
ORDER TAKER: CLH

DATE: 07/03/21
INVOICE: J410002405
TERMS: N30

PAGE: 2

BILL TO: 81923
LOU FUSZ COMMERCIAL NETWORK
#2 CAPRICE DRIVE
CHESTERFIELD MO 63005

SHIP TO:
LOU FUSZ COMMERCIAL NETWORK
#2 CAPRICE DRIVE
CHESTERFIELD MO 63005

MAKE: FORD
MODEL: 4X4F350C
YEAR: 2021
VIN: 1FD8W3H60MED11024
TRN: AUTO UNIT:

ENGINE: 6.2G
C.A.: 60
GVW: 14000
SW/DW: DUAL
COLOR: WHT

CUST PO: MED11024
REP: KEVIN ABBOTT
SHIP VIA: CPU
S/N: 21052512
DELIVERY: 07/06/21

Table header with columns: PART NUMBER, DESCRIPTION, QUANTITY, UOM, UNIT PRICE, EXTENDED PRICE

BUYERS #5201010 - SPARE TIRE CARRIER -PC BLACK.
MOUNTED ON DRIVER SIDE OF FRONT BULKHEAD

ONE (1) PAIR 24" X 30" POLY LOGO MUDFLAPS.

GENERATE CERTIFICATION/ALTERATION LABEL AND/OR
COMPLETE THE MSO WHEN APPLICABLE.

GENERATE A WEIGHT SLIP FOR COMPLETED UNIT.

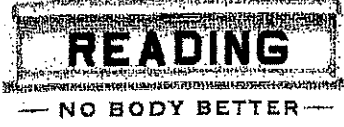
ALL REQUIRED DOCUMENTATION FOR THE FINISHED UNIT
IS TO BE SHIPPED TO CUSTOMER IN THE COMPLETED VEHICLE.

CUSTOMER PICKUP - NO CHARGE. IF DELIVERY NECESSARY
CUSTOMER WILL BE INVOICED AT A MINIMUM OF \$2.00 PER MILE.

ORDER TOTAL: \$4,097.00

\*\*\* CONTINUED NEXT PAGE \*\*\*

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Headquarters:
825 East Wyoming Blvd, Reading, PA 19611 • (610) 775 - 3301

READING TRUCK EQUIPMENT, LLC
\*\*\* I N V O I C E \*\*\*

BRANCH: 41
JOB ORDER: J410002405
ORDER TAKER: CLH

DATE: 07/03/21
INVOICE: J410002405
TERMS: N30

PAGE: 3

BILL TO: 81923
LOU FUSZ COMMERCIAL NETWORK
#2 CAPRICE DRIVE
CHESTERFIELD MO 63005

SHIP TO:
LOU FUSZ COMMERCIAL NETWORK
#2 CAPRICE DRIVE
CHESTERFIELD MO 63005

MAKE: FORD ENGINE: 6.2G CUST PO: MED11024
MODEL: 4X4F350C C.A.: 60 REP: KEVIN ABBOTT
YEAR: 2021 GVW: 14000 SHIP VIA: CPU
VIN: 1FD8W3H60MED11024 SW/DW: DUAL S/N: 21052512
TRN: AUTO UNIT: COLOR: WHT DELIVERY: 07/06/21

Table with columns: PART NUMBER, DESCRIPTION, SERIAL NO, QUANTITY, UOM, UNIT PRICE, EXTENDED PRICE. Row 1: BEDROCK 9' DIAMOND, 21052512

\*\*\*\*\*REMIT TO:\*\*\*\*\*
\* READING TRUCK EQUIPMENT, LLC \*
\* P.O. BOX 21051 \*
\* NEW YORK, NY 10087-1051 \*
\*\*\*\*\*

TERMS AND CONDITIONS
Reading Truck Group offers to sell goods and services described only upon terms and conditions provided to customers. Reading Truck Group reserves the right to revoke this offer without notice. This offer shall be deemed accepted and binding on the terms and conditions that are available on our website at www.readingtruckequipment.com under the About Us tab. Terms are due upon receipt unless prior credit arrangements are made at the time of order. C.O.D. customers require a 25% deposit to process order. Balance is due upon completion. All payments shall be credit card, certified check, wire transfer or cash. Cancelled orders may be subject to manufacturers restocking charges.

## BRADGREENE (B-GRE171)

State	Model Year	Vehicle Line	Body Code & Name	Option Discounts	GPC Req #	GPC (\$)	Price Level	Bid Open / Reference # Start Date	Reference # Issue Date	FIN	GPC Type	Reference #	Expiration Date
	2021	22 - F-SERIES SD	W3H - F350 4X4 CRW CC			5900	000	07/01/2020	07/02/2020		LOCAL	06288M	
	2021	22 - F-SERIES SD	W3H - F350 4X4 CRW CC			6000	115	09/21/2020	09/21/2020		LOCAL	17106M	
	2021	22 - F-SERIES SD	W3H - F350 4X4 CRW CC			6000	115	09/21/2020	09/21/2020		LOCAL	17118M	



City Council Meeting  
Prep. Date: 07/14/21  
Preparer: Russell Farnum



Agenda Item: # 6  
Agenda Date: 07/19/2021

*Communication Page*

**Agenda Items Description:** Accepting Quit Claim Deed for Land located at the southeast corner of East 1st Street and Locust Street

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** The HyVee Dollar Fresh redevelopment project includes a donation of a substantial portion of land to the City for park expansion. In closing on the land purchase agreement, the parcel shown below was inadvertently left out of the transaction. Being part of the land that was to be later given to the City, both the developer and the owner (Welter Storage Company) have agreed to rectify the situation by deeding it directly to the City now.

The only obligation the City has is to allow the continued use as a parking and staging area for the contractors while the redevelopment continues on the north side of 1<sup>st</sup> Street.

**Background Information:** The property in question was originally to be given to the City once redevelopment of the property to the north was completed. The property will be ideal for the expansion of Willow Park and Baty Disc Golf Course. At some point in the future the property may be improved with formalized parking and/or other amenities that enhance the use of this area.



**Staff Recommendation:**  
Approval is recommended.

# The City of Monticello, Iowa

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

## RESOLUTION #

**Approving and directing City Administrator to accept ownership  
of the Parcel ID 0227129001, by the acceptance of a Quit Claim Deed from  
Welter Storage Company, and directing the City Clerk to see to the recordation  
of said Deed with the Jones County Recorder**

**WHEREAS,** The City of Monticello has been given a Quit Claim Deed from Welter Storage Company signed by Joyce C. Welter, President and Ronald J. Welter, Officer, and

**WHEREAS,** Welter Storage Company sold their property on the North side of First Street to BR3 Development to construct a grocery store, and

**WHEREAS,** Welter Storage Company used this lot to park their trucks prior to selling the to BR3 Development and no longer needs this lot, and

**WHEREAS,** The City acknowledges the receipt of the Quit Claim Deed for consideration of One Dollar (\$1.00) and other valuable consideration, that Welter Storage Company conveys to the City of Monticello, Iowa, the following described real estate in Jones County, Iowa:

Parcel D, previously described as Lot 148 of the IRREGULAR PLAT OF THE CITY OF MONTICELLO, IOWA, EXCEPTING the easterly 50 feet thereof; and that part of LOT 149 of the IRREGULAR PLAT OF THE CITY OF MONTICELLO, IOWA LYING South of First Street as now established, and North of the following described premises, Lot 148 of said Irregular Plat, Except the East 50 feet thereof; and the N ½ of vacated Skelly Street adjoining same.

**NOW, THEREFORE, BE IT RESOLVED,** that the City Council of Monticello, Iowa does hereby approve of the acceptance of a Quit Claim Deed from Welter Storage Company for the property as stated above, and directs the City Clerk to see to the recordation of said deed with the Jones County Recorder.

**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 19<sup>th</sup> day of July, 2021.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

---

Prepared by:	Douglas D. Herman Lynch Dallas, PC PO Box 2457 Cedar Rapids, Iowa 52406-2457 Telephone: 319-365-9101 Facsimile: 319-365-9512	Taxpayer/Return Address: City of Monticello, Iowa 200 E. 1 <sup>st</sup> Street Monticello, IA 52310
--------------	---	---

Douglas D. Herman ISBA # AT0003382 **SPACE ABOVE THIS LINE FOR RECORDER**

### **QUIT CLAIM DEED**

For the consideration of One Dollar (\$1.00) and other valuable consideration, WELTER STORAGE COMPANY, an Iowa Corporation, does hereby convey to the CITY OF MONTICELLO, IOWA, an Iowa Municipal Corporation, all its right, title, interest, estate, claim and demand in the following described real estate in Jones County, Iowa:

Parcel D, previously described as Lot 148 of the IRREGULAR PLAT OF THE CITY OF MONTICELLO IOWA, EXCEPTING the Easterly 50 feet thereof; and that part of LOT 149 of the IRREGULAR PLAT OF MONTICELLO, IOWA lying South of First Street as now established, and North of the following described premises, Lot 148 of said Irregular Plat, Except the East 50 feet thereof; and the N ½ of vacated Skelly Street adjoining same.

together with all easements and servient estates appurtenant thereto, and subject to covenants, easements and restrictions of record.

This Quit Claim Deed represents a transfer in which the consideration is \$500.00 or less and therefore this Quit Claim Deed is exempt from (a) real estate transfer tax and declaration of value requirements pursuant to Iowa Code Section 428A.2(21) (2021), and (b) groundwater hazard statement requirements pursuant to Iowa Code Section 455B.172(11)(a)(11).

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated this 9<sup>th</sup> day of July 2021.

**Welter Storage Company**

an Iowa Corporation

By: Joyce C. Welter  
Joyce C. Welter, President

Ronald J. Welter  
Ronald J. Welter, Officer

STATE OF IOWA     )  
                                  ) §  
COUNTY OF JONES )

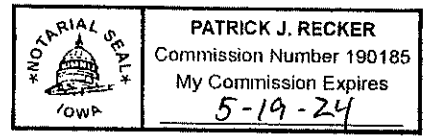
On this 9<sup>th</sup> day of July, 2021, before me, the undersigned, a Notary Public in and for said State, personally appeared Joyce C. Welter on behalf of Welter Storage Company, to me personally known, who being by me duly sworn, did say that she is the President of the Corporation executing the within and foregoing instrument, that no seal has been procured by the Corporation; that the instrument was signed on behalf of the Corporation by authority of its Board of Directors; and that Joyce C. Welter as such officer, acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the Corporation, by it and her voluntarily executed.



Patrick J. Recker  
Notary Public in and for State of Iowa

STATE OF IOWA     )  
                                  ) §  
COUNTY OF JONES )

On this 9<sup>th</sup> day of July, 2021, before me, the undersigned, a Notary Public in and for said State, personally appeared Ronald J. Welter on behalf of Welter Storage Company, to me personally known, who being by me duly sworn, did say that he is the Vice-President of the Corporation executing the within and foregoing instrument, that no seal has been procured by the Corporation; that the instrument was signed on behalf of the Corporation by authority of its Board of Directors; and that Ronald J. Welter as such officer, acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the Corporation, by it and him voluntarily executed.



Patrick J. Recker  
Notary Public in and for State of Iowa

City Council Meeting  
Prep. Date: 07/13/21  
Preparer: Russell Farnum



Agenda Item: # 7  
Agenda Date: 07/19/2021

*Communication Page*

**Agenda Items Description:** Approving a Financial Advisory Engagement Letter with PFM (Matt Stoffel)

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

**Attachments & Enclosures:**

Draft Engagement Letter

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	\$7500
Revenue:	

**Synopsis:** The City is faced with funding a variety of major capital projects in the next 5 or so years, and the development of a financing plan and consideration of alternatives is necessary to minimize the impact of these projects on the City’s residents and taxpayers. The City’s financial advisor, Matt Stoffel of PFM, would provide the best analysis of alternatives and direction with the optimal timing and funding options, that minimize impact on the City’s bonding authority and allow the City to leverage the best purchasing power for the taxpayer’s dollar.

**Background Information:** The City is pursuing replacement of the Waste Water Treatment Facility, improvement of the 6<sup>th</sup> Street Ditch, and a variety of other infrastructure and street reconstruction projects. In the near future, the City will be required to develop an inspection and maintenance plan for the sewage collection system, as well as address storm and ground water inflow and infiltration.

The City is always under pressure to expand and improve its drainage and water systems, to provide additional land for industrial, commercial and residential subdivisions. Further, the City needs to be cautious that its TIF area does not grow too large and start negatively impacting the other revenue streams for the City.

PFM will help Staff examine these projects and costs, and plot a course for a major capital improvements plan for the next 5-10 years. Funding these major initiatives without impacting the day-to-day operations of the City will be a large challenge, and one that must be carefully evaluated. The engagement would cost approximately \$7500.

**Staff Recommendation:**

Approval is recommended.



[Date]

Russ Farnum  
City Administrator  
City of Monticello, Iowa  
200 East First Street  
Monticello, Iowa 52310

Dear Russ,

The purpose of this letter (this "Engagement Letter") is to confirm our agreement that PFM Financial Advisors LLC ("PFM") will act as financial advisor to the City of Monticello, Iowa (the "Client"). PFM will provide, upon request of Client, financial planning services and development of planning models, as applicable and set forth in Exhibit A to this Engagement Letter. Most tasks requested by Client will not require all services provided for in Exhibit A and as such the specific scope of services for such task shall be limited to just those services required to complete the task.

PFM is a registered municipal advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2. As of the date of this letter, Client has **not** designated PFM as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption."). Client agrees not to represent that PFM is Client's IRMA with respect to any aspect of a municipal securities issuance or municipal financial product, without PFM's prior written consent.

MSRB Rule G-42 requires that municipal advisors make written disclosures to its clients of all material conflicts of interest and certain legal or disciplinary events and certain regulatory requirements. Such disclosures are provided in PFM's disclosure statement delivered to Client together with this agreement.

PFM's services will commence as soon as practicable after the receipt of this Engagement Letter by Client and a request by Client for such service. Any material changes in or additions to the scope of services described in Exhibit A shall be promptly reflected in a written supplement or amendment to this Engagement Letter. Services provided by PFM which are not included in the scope of services set forth in Exhibit A of this agreement shall be completed as agreed in writing in advance between Client and PFM. Upon request of Client, PFM or an affiliate of PFM may agree to additional services to be provided by PFM or an affiliate of PFM, by a separate agreement between Client and PFM or its respective affiliate.

For the services described in Exhibit A, PFM's professional fees will be paid as provided in Exhibit B. In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses, as outlined in Exhibit B, which are incurred by PFM. Upon request of Client, documentation of such expenses will be provided.

This Engagement Letter shall remain in effect unless canceled in writing by either party upon thirty (30) days written notice to the other party. PFM shall not assign any interest in this Engagement Letter or subcontract any of the work performed under this Engagement Letter without the prior written consent of Client; provided that upon notice to Client, PFM may assign this Engagement Letter or any interests hereunder to

**pfm**

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801 Grand  
Suite 3300  
Des Moines, IA 50309  
515.243.2600

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pfm.com



a municipal advisor entity registered with the SEC that directly or indirectly controls, is controlled by, or is under common control with, PFM.

All information, data, reports, and records ("Data") in the possession of Client or any third party necessary for carrying out any services to be performed under this Engagement Letter shall be furnished to PFM and Client shall, and shall cause its agent(s) to, cooperate with PFM in its conduct of reasonable due diligence in performing the services. To the extent Client requests that PFM provide advice with regard to any recommendation made by a third party, Client will provide to PFM written direction to do so as well as any Data it has received from such third party relating to its recommendation. Client acknowledges and agrees that while PFM is relying on the Data in connection with its provision of the services under this agreement, PFM makes no representation with respect to and shall not be responsible for the accuracy or completeness of such Data.

All notices given under this Engagement Letter will be in writing, sent by email or registered United States mail, with return receipt requested, addressed to the party for whom it is intended, at the addresses on the first page of this Engagement Letter.

All materials, except functioning or dynamic financial models, prepared by PFM pursuant exclusively to this Engagement Letter will be the property of Client. Subject to the preceding exception, upon termination of this Engagement Letter, PFM will deliver to Client copies of any and all material pertaining to this Engagement Letter.

The Des Moines office of PFM will provide the services set forth in this Engagement Letter. PFM may, from time to time, supplement or otherwise amend team members. Client has the right to request, for any reason, PFM to replace any member of the advisory staff. Should Client make such a request, PFM will promptly suggest a substitute for approval by Client.

PFM will maintain insurance coverage with policy limits not less than as stated in Exhibit C. Except to the extent caused by willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties under this Engagement Letter on the part of PFM or any of its associated persons, neither PFM nor any of its associated persons shall have liability to any person for any act or omission in connection with performance of its services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other financial product or investment, or for any financial or other damages resulting from Client's election to act or not to act, as the case may be, contrary to or, absent negligence on the part of PFM or any of its associated persons, upon any advice or recommendation provided by PFM to Client.

PFM, its employees, officers and representatives at all times will be independent contractors and will not be deemed to be employees, agents, partners, servants and/or joint venturers of Client by virtue of this Engagement Letter or any actions or services rendered under this Engagement Letter.

This Engagement Letter represents the entire agreement between Client and PFM and may not be amended or modified except in writing signed by PFM.



Please have an authorized official of Client acknowledge receipt of this Engagement Letter and respond to us to acknowledge the terms of this engagement.

Sincerely,

**PFM FINANCIAL ADVISORS LLC**

---

Jon Burmeister  
Managing Director

---

Matthew Stoffel  
Senior Managing Consultant





**EXHIBIT A**  
**SCOPE OF SERVICES**

PFM shall provide, upon request of Client, municipal advisory services related to the financial planning and development of planning models, examples of which, not intended to be exclusive, are set forth as follows:

- Review of Client's audited financial statements.
- Review current and projected financial status and capacity of Client.
- Identification and determination of Client's existing taxable valuation.
- Review current debt structure, identifying strengths and weaknesses of structure so that future debt issues can be designed to optimize ability to finance future capital needs.
  - This will include, but is not limited to, reviewing existing debt for the possibility of refunding that debt to provide Client with savings.
- Review capital improvement plan and review funding sources for the capital projects.
- Development and preparation of several financial and capital planning models:
  - Debt Service Tax Analysis planning models
  - General Obligation Debt Capacity planning models
  - Senate File 295 valuation projection model
  - Full Valuation and Taxable Valuation Analysis model
  - Individual Tax Increment Urban Renewal Plan cashflow models
  - Composite Tax Increment Urban Renewal Plan cashflow model (where applicable)
  - Sewer Enterprise Fund financial and capital planning model
  - Water Enterprise Fund financial and capital planning model
  - Storm Water Enterprise Fund financial and capital planning model
  - Road Use Fund financial and capital planning model
  - Local Option Sales Tax (LOST) Fund financial and capital planning model
  - Capital funding analysis (including the review of the existing capital improvement fund)
- Assist Client with annual TIF certification.



- Develop financial options analyses (using financial and capital planning models listed above):
  - Analysis of the existing financial arrangements
  - Analyze debt capacity
  - Identify and analyze financing alternatives and debt structuring options
  - Develop scenarios
  - Analyze and compare to objectives/constraints
  - Evaluation of alternative security structures
  - Evaluation of alternative funding and financing approaches
  - Sensitivity analysis
- Assist Client with the development of Client's financial plan by assessing capital needs, identifying potential revenue sources, analyze financing alternatives such as pay-as-you-go, lease/purchasing, short-term vs. long-term financings, assessments, user fees, impact fees, developer contributions, public/private projects, and grants and provide analysis of each alternative as required as to the budgetary and financial impact.
- Develop preliminary financial plan objectives:
  - Review and revise with staff
  - Presentation and review with City Council
  - Assist with financial plan review and approval (as appropriate)
- Attend meetings with Client's staff, consultants and other professionals.
- Assist Client in preparing financial presentations for public hearings and/or referendums.



**EXHIBIT B**  
**COMPENSATION FOR SERVICES**

**1. Retainer**

For financial planning services and development of planning models, PFM shall receive an annual fee in the amount of \$7,500 ("Retainer"), payable upon invoice. The Retainer assumes the scope of services outlined in Exhibit A can be completed within 50 hours. The Retainer shall be reviewed and revised upon mutual agreement.

**2. Hourly Project Fees (Non-Transaction Related)**

In the event Client requests that PFM perform significant special projects, fees will be negotiated in advance of the project. Fees will be generally based upon the following hourly rates for the indicated levels of experience or their equivalents.

<b><u>Experience Level</u></b>	<b><u>Hourly Rate</u></b>
Managing Director	\$250.00
Director	\$225.00
Senior Managing Consultant	\$200.00
Senior Analyst	\$180.00
Analyst	\$150.00
Associate	\$125.00

**3. Reimbursable Expenses**

In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses incurred, including travel, meals, lodging, printing, telephone, postage and other ordinary costs which are incurred by PFM. Appropriate documentation can be provided.



**EXHIBIT C**  
**INSURANCE STATEMENT**

PFM has a complete insurance program, including property, casualty, general liability, automobile liability and workers compensation. PFM maintains professional liability and fidelity bond coverages which total \$40 million and \$25 million single loss/ \$50 million aggregate, respectively. PFM also carries a \$10 million cyber liability policy.

Our Professional Liability policy is a "claims made" policy and our General Liability policy claims would be made by occurrence.

**1. Deductibles/SIR:**

Automobile \$250 comprehensive & \$250 collision  
Cyber Liability \$25,000  
General Liability \$0  
Professional Liability (E&O) \$1,000,000  
Financial Institution Bond \$75,000

**2. Insurance Company & AM Best Rating**

Professional Liability (E&O)	Endurance American Insurance Company; (A+; XV)
	Argonaut Insurance Company; (A+; XIV)
	Everest National Insurance Company; (A+; XV)
	XL Specialty Insurance Company; (A+; XV)
	Continental Casualty Company; (A; XV)
	Starr Indemnity & Liability Company; (A; XV)
	Federal Insurance Company; (A++; XV)
Financial Institution Bond	Federal Insurance Company; (A++; XV)
	Great American Insurance Company; (A+; XV)
	U.S. Fire Insurance Company; (A; XV)
Cyber Liability	Greenwich Insurance Company (A+; XV)
	Arch Insurance Company; (A+; XV)
General Liability	Great Northern Insurance Company; (A++; XV)
Automobile Liability	Great Northern Insurance Company; (A++; XV)
Excess/Umbrella Liability	Federal Insurance Company; (A++; XV)
Workers Compensation & Employers Liability	Vigilant Insurance Company; (A++; XV)

**City Council Meeting**  
**Prep. Date:** 7/11/2021  
**Preparer:** Sally Hinrichsen



**Agenda Item: #** 8  
**Agenda Date:** 07/19/2021

*Communication Page*

**Agenda Items Description:** Approving correction of typographical error in the wages for Police Department staff for FY '22

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis** Police Department staff have negotiated their wages as part of an Employment Agreement. There was a typographical error and the incorrect year wages were input on the Resolution #2021-56 "Approving wages for non-bargaining staff for FY '22",

**Background Information:**

Police Department staff have negotiated their wages as part of an Employment Agreement for the Police Department Officers, same having been approved on the 15<sup>th</sup> day of June 2020 by Resolution#2020-77 (page of agreement attached)

It has since been determined that there was a error in Resolution #2021-56 "Approving wages for non-bargaining staff for FY '22", same having been approved on the 3<sup>rd</sup> day May 2021, the error falling into the general category of being "typographical" in nature

**Staff Recommendation:** Staff recommends that the Council approve the Resolution Approving correction of typographical error in the wages for Police Department staff for FY '22

# The City of Monticello, Iowa

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

## RESOLUTION #

Approving correction of typographical error in the wages  
for Police Department staff for FY '22

**WHEREAS**, The City of Monticello have negotiated their wages as part of an Employment Agreement for the Police Department Officers, same having been approved on the 15<sup>th</sup> day of June 2020 by Resolution#2020-77, and

**WHEREAS**, It has since been determined that there was a error in Resolution #2021-56 "Approving wages for non-bargaining staff for FY '22", same having been approved on the 3<sup>rd</sup> day May 2021, the error falling into the general category of being "typographical" in nature, and

**WHEREAS**, The Council finds that the Police Department wages were for the incorrect year and should be as follows:

The Police Department Officers are set to get raises in the coming year in the amount of 3%, said increase being before longevity wage increases are added at a per hour rate to the base rate. Depending upon the actual hourly wage of the employee the overall increase, from a percentage standpoint and their longevity, will vary to some extent same having been previously negotiated as follows for FY '22, per their agreement:

Non-Certified	\$23.69
Certified/Part Time	\$24.97
1+ Years of Service	\$26.26
2+ Years of Service	\$27.55
3+ Years of Service	\$28.32
4+ Years of Service	\$29.61
5+ Years of Service	\$29.87
Sergeant	\$31.15
Administrative Assistant	\$19.70

### Longevity:

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

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

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

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

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

From Police Officer Agreement

**Exhibit A  
Wage Scale Officers**

	July 1, 2020	July 1, 2021	July 1, 2022
<b>Non-Certified</b>	\$23.00	\$23.69	\$24.40
<b>Certified/Part-Time</b>	\$24.25	\$24.97	\$25.71
<b>1+ Years of Service</b>	\$25.50	\$26.26	\$27.04
<b>2+ Years of Service</b>	\$26.75	\$27.55	\$28.37
<b>3+ Years of Service</b>	\$27.50	\$28.32	\$29.16
<b>4+ Years of Service</b>	\$28.75	\$29.61	\$30.49
<b>5+ Years of Service</b>	\$29.00	\$29.87	\$30.76
<b>Sergeant</b>	\$30.25	\$31.15	\$32.08
<b>Administrative Assistant</b>	\$19.13	\$19.70	\$20.29
<b>Longevity</b>		↑	
<b>10+ Years of Service</b>	.25/hr.		
<b>15+ Years of Service</b>	.50/hr.		
<b>20+ Years of Service</b>	.75/hr.		
<b>25+ Years of Service</b>	1.00/hr.		

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representative this \_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF MONTICELLO, IOWA**

**CITY OF MONTICELLO, IOWA  
POLICE EMPLOYEES**

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

\_\_\_\_\_  
Chief, Britt Smith

Attest:

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



City Council Meeting  
Prep. Date: 07/13/21  
Preparer: Russell Farnum



Agenda Item: # 9  
Agenda Date: 07/19/2021

*Communication Page*

**Agenda Items Description:** Consideration of purchasing a new phone system for City buildings

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

**Attachments & Enclosures:**

Proposal from ITS

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	City Hall Technology
Expenditure:	\$12.500
Revenue:	

**Synopsis:** The City’s technology consultants at ITS are recommending that the City Hall phone system be upgraded. There is nothing functionally wrong with the current system, but the new system would be based upon the internet (“VOIP”) versus the old phone system wiring. This allows the City to add features, provides direct connectivity to the City’s remote buildings (Public Works, Police/EMS, Berndes Center, MAC, Airport, Waste Water Treatment Facility, Library), and more importantly increases the reliability of the phone system as City Hall has redundant internet providers (Mediacom and Comelec). It also adds a high-quality speakerphone that is cordless and can be used in any of the conference rooms or in the Council Chambers.

Because the phone system runs on internet, the City will also no longer have to pay for the phones “by line”, so the new system has a very short return on investment (“ROI”) timeframe – the savings from this system will offset the expenses in less than three years.

**Background Information:** The City currently has a phone system that services City Hall and the Chamber offices. There are separate systems for the Library, Berndes Center, MAC and Police/EMS buildings. The Public Works garage and Waste Water Treatment Facility (WWTF) have no permanent phones. This patchwork provides some functionality, but it is not productive and lacks many of the advantages the new system would provide, as outlined below.

**Enhanced Connectivity:** The new phone system is identical to that which the Library is using today. It would be fully integrated with the Library’s system, and because it is internet-based, it does not require a land line. Therefore, there will be phones at the Police Department & EMS, Berndes Center, Airport, Aquatic Center, Public Works garage and WWTF. This alone will allow staff to easily transfer calls around the City offices without asking the person on the line to hang up and dial a different number.

Redundancy: In addition, because it is internet based and City Hall is serviced by two separate internet providers, the phones can be set up to switch to whichever internet provider that has the strongest service, reducing or eliminating potential phone outages like the one that plagued the Police Department last week.

Cost Savings: Instead of paying for a multitude of land lines, the system uses the City's existing internet service, which will let us eliminate a multitude of lines and separate phone bills. The expected savings is about \$320 per month. At that rate, the phone system will pay for itself in about 36 months (Council should note there are several land lines for faxes and alarms that we cannot eliminate).

Wireless Speakerphone: The proposal includes a high-quality portable speakerphone that can be used in any room that has wi-fi capability, allowing for conference calls or phone meetings in the three conference rooms or other offices at City Hall.

App Features: The phone system also allows all of the desk phone features to be accessible through a cellular phone app. This allows staff to transfer their desk calls to their cell phone, while maintaining the caller ID, voice mail, extension number and functionality of the desk phone. In addition, other staff can transfer calls via the app to the cell phones. Lastly, each City Council member can have their own extension, allowing you to have a "City" phone number that rings through on your cell phone.

**Staff Recommendation:**

Approval is recommended.



**Infrastructure Technology  
Solutions, LLC**  
22068 Business Hwy 151  
Monticello, IA 52310

**Quote**  
No.: **15150**  
Date: **7/15/2021**

Prepared for:  
Russell Farnum (319) 465-6435  
City of Monticello  
200 East First St  
Monticello, IA 52310 USA

Prepared by: Nick P. Ruden  
Account No.: 48  
Phone: (319) 465-3577

Quantity	Item ID	Description	UOM	Sell	Total
<b>3cx Server and License</b>					
1	5019C-WR	Supernicro Server - Xeon E-2226G 6 Core - 16 GB RAM - 500 GB HD	EA	\$2,900.00	\$2,900.00
1	3CXNAP16M12	3CX Professional Annual License	EA	\$580.00	\$580.00
<b>City Hall</b>					
1	x210	Fanvil x210 Receptionist Phone	EA	\$194.00	\$194.00
4	X7C	Fanvil X7C IP Phone	EA	\$132.00	\$528.00
1	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$134.00
2	8DU228	Yealink DECT W80 Multi-Cell System	EA	\$250.00	\$500.00
1	5TM373	Yealink Conference Room Phone CP930W-Base	EA	\$470.00	\$470.00
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
<b>Ambulance / PD</b>					
<b>SBC for MERC</b>					
1	intelnuc	Intel NUC Mini PC	EA	\$718.00	\$718.00
1	x210	Fanvil x210 Receptionist Phone	EA	\$194.00	\$194.00
1	LH7358	Jabra Pro 920 Wireless Headset	EA	\$200.00	\$200.00
1	EHS20	Fanvil EHS20 adaptor	EA	\$30.00	\$30.00
7	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$938.00
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
1	5TM373	Yealink Conference Room Phone CP930W-Base	EA	\$470.00	\$470.00
<b>Water Treatment</b>					
1	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$134.00
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
<b>Maintenance Garage</b>					
1	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$134.00
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
<b>Berndes Center</b>					
1	rapi4	Raspberry Pi 4 - 8GB Starter Kit	EA	\$150.00	\$150.00
3	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$402.00
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
<b>Airport</b>					

**Quote**

No.: **15150**

Date: **7/15/2021**

Quantity	Item ID	Description	UOM	Sell	Total
1	rapl4	Raspberry Pi 4 - 8GB Starter Kit	EA	\$150.00	\$150.00
6	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$804.00
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
<b>Aquatic Center</b>					
1	rapl4	Raspberry Pi 4 - 8GB Starter Kit	EA	\$150.00	\$150.00
2	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$268.00
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
<b>Library</b>					
1	2KR601	Grandstream HT801 FAX Gateway	EA	\$40.00	\$40.00
<b>Chamber of Commerce</b>					
1	x6u	Fanvil X6U IP Phone	EA	\$134.00	\$134.00
1	INSTVCE	Installation Services ESTIMATE	EA	\$1,800.00	\$1,800.00

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<b>Your Price:</b>	<b>\$12,302.00</b>
Freight:	\$180.00
<b>SubTotal:</b>	<b>\$12,482.00</b>
<b>Total:</b>	<b>\$12,482.00</b>

Prices are firm until 7/29/2021

Terms: Net 15

**Prepared by:** Nick P. Ruden, nick@infrastructuretech.net

**Date:** 7/15/2021

Unless quoted here, shipping/handling and installation may be an additional charge.  
All sales are subject to the terms of the ITS Master Service Agreement. By signing below, you are agreeing to these terms.  
The document is located at <https://www.iowadatecenters.com/ITSMasterServiceAgreement.pdf>

**Accepted by:** \_\_\_\_\_

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

**Disclaimer**

Please fax signed quote to 319-465-4659 or email to sales@infrastructuretech.net so that your order can be placed. Thank you for your business.

City Council Meeting  
Prep. Date: 7/14/2021  
Preparer: Michelle Turnis



Agenda Item: # 10  
Agenda Date: 07/19/2021

## Communication Page

**Agenda Items Description:** Resolution To Submit To The Voters Of The City Of Monticello The Question Of Altering The Number Of Library Trustees And The Residency Requirements Of The Library Trustees

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

Library Board Ordinance


**Synopsis:** The library board is requesting to place the following change to the Library Board Ordinance on the ballot in November. If passed, this will change the board makeup from 6 city members and 1 rural member, to 5 city members, 1 rural member and 1 at-large member

**Background Information:**

See attached

**Staff Recommendation:**

## Chapter 22

### LIBRARY BOARD OF TRUSTEES

22.01 Public Library	22.07 Nonresident Use
22.02 Library Trustees	22.08 Expenditures
22.03 Qualifications of Trustees	22.09 Annual Report
22.04 Organization of the Board	22.10 Injury to Books or Property
22.05 Powers and Duties	22.11 Theft
22.06 Contracting with Other Libraries	22.12 Notice Posted

**22.01 PUBLIC LIBRARY.** The public library for the City is known as the Monticello Public Library. It is referred to in this chapter as the Library.

**22.02 LIBRARY TRUSTEES.** The Board of Trustees of the Library, hereinafter referred to as the Board, consists of five (5) resident members, one (1) nonresident member, and one (1) at large member. All resident members are to be appointed by the Mayor with the approval of the Council. All nonresident members are to be appointed by the Mayor with the approval of the Jones County Board of Supervisors.

**22.03 QUALIFICATIONS OF TRUSTEES.** All resident members of the Board shall be bona fide citizens and residents of the City. The nonresident members of the Board shall be bona fide citizens and residents of the unincorporated County. Members shall be over the age of eighteen (18) years.

**22.04 ORGANIZATION OF THE BOARD.** The organization of the Board shall be as follows:

1. Term of Office. All appointments to the Board shall be for six (6) years, except to fill vacancies. Each term shall commence on July first. Appointments shall be made every two (2) years of one-third (1/3) the total number or as near as possible, to stagger the terms.
2. Vacancies. The position of any resident Trustee shall be vacated if such member moves permanently from the City. The position of a nonresident Trustee shall be vacated if such member moves permanently from the County or into the City. The position of any Trustee shall be deemed vacated if such member is absent from six (6) consecutive regular meetings of the Board, except in the case of sickness or temporary absence from the City or County. Vacancies in the Board shall be filled in the same manner as an original appointment except that the new Trustee shall fill out the unexpired term for which the appointment is made.
3. Compensation. Trustees shall receive no compensation for their services.

<b>City Council Meeting</b> <b>Prep. Date:</b> 7/11/2021 <b>Preparer:</b> Sally Hinrichsen		<b>Agenda Item: #</b> // <b>Agenda Date:</b> 07/19/2021
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*Communication Page*

**Agenda Items Description:** Ordinance #744 amending the Code of Ordinances of The City of Monticello, Iowa, By Amending Provisions Pertaining to “Floodplain Management”

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

**Attachments & Enclosures:**

Proposed Ordinance

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis** FEMA mailed a letter to your community stating the new Jones County FIRMs have been finalized and will become effective on November 19, 2021. Among other things, the letter instructs the City to update its flood plain ordinance to ensure it is fully compliant with the regulations of the National Flood Insurance Program (NFIP) and to reference the new effective date of the maps.

**Background Information:**

The City of Monticello has participated in the NFIP since 1974. In order to remain in good standing with the program, FEMA is requiring the City to update its flood plain management ordinance prior to November 19, 2021, to ensure full compliance with the NFIP's regulations. Failure to do so will result in suspension from the NFIP.

The DNR has recently updated their model flood plain management ordinance to align its regulations more closely with the flood plain management criteria of the State of Iowa and FEMA. To ensure all the FEMA required updates get included, we recommend communities repeal the existing ordinance and replace it with the new template. I sent them a copy of our current ordinance

After sending the proposed ordinance changing the map information along with a copy of our current ordinance, Ken Bourma, with Iowa DNR sent the following response:

Hi Sally,

Unfortunately, that simple amendment won't cover off everything that needs to be updated. I'm assuming the City codified its codebook recently and got an early version of our updated floodplain ordinance template. In the last year or so, FEMA has requested some additional changes to meet their requirements.

I've attached a version of our latest template customized to what Monticello already has on the books, but with all the required updates highlighted in yellow. You'll find them throughout the template and see most of them are very simple language changes, like 'development' instead of 'use'. There's a few more words inserted here and there so the regulations apply to things they are supposed to as well. The biggest change is the splitting of the current subsection 160.07(2)(D)(3) into two separate subsections to better clarify the requirements. And, finally, the map reference section is updated with the correct panel numbers and date.

We've typically been recommending communities rescind their current ordinance and replace it with the new template to ensure all the required changes are incorporated, since an amendment document would get unwieldy. But I'll leave it up to you if you think you can capture these highlight changes in an amendment page. Either way is fine with me, we just need to be sure they all get in.

I'm happy to review any drafts before they go before the Council for a vote, that way we can make sure we have everything in place from the get go. If you have any questions about any of the changes or the process moving forward, please don't hesitate to reach out.

Thank you,  
Ken

Ken Bourma at IDNR has completed the review of the ordinance language and has approved it.

**Staff Recommendation:** Staff recommends that the Council approve the Ordinance #744 amending the Code of Ordinances of The City of Monticello, Iowa, By Amending Provisions Pertaining to "Floodplain Management" (second reading)



## ORDINANCE NO. 744

### AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA, BY AMENDING PROVISIONS PERTAINING TO FLOODPLAIN MANAGEMENT

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

**SECTION 1. SECTION MODIFIED.** Chapter 160 of the Code of Ordinances of the City of Monticello, Iowa, is repealed and the following adopted in lieu thereof:

#### CHAPTER 160

### FLOODPLAIN MANAGEMENT

160.01 Definitions	160.08 General Floodplain (Overlay) District FP
160.02 Statutory Authority, Findings of Fact and Purpose	160.09 Reserved
160.03 General Provisions	160.10 Establishment of Appeal and Variance Procedures
160.04 Administration	160.11 Nonconforming Uses
160.05 Establishment of Zoning (Overlay) Districts	160.12 Penalties for Violation
160.06 Floodway (Overlay) District (FW)	160.13 Amendments
160.07 Floodway Fringe (Overlay) District FF	

**160.01 DEFINITIONS.** Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable application.

1. "Appurtenant structure" means a structure which is on the same parcel of the property as the principal structure to be insured and the use of which is incidental to the use of the principal structure
2. "Base flood" means the flood having one percent chance of being equaled or exceeded in any given year and is also commonly referred to as the "100-year flood."
3. "Base flood elevation" (BFE) means the elevation floodwaters would reach at a particular site during the occurrence of a base flood event.
4. "Basement" means any enclosed area of a building which has its floor or lowest level below ground level (subgrade) on all sides. Also see "lowest floor."
5. "Development" means any man-made change to improved or unimproved real estate, including (but not limited to) buildings or other structures, mining, dredging, filling, grading, paving, excavation, drilling operations or storage of equipment or materials. "Development" does not include minor projects or routine maintenance of existing buildings and facilities, as defined in this section. It also does not include gardening, plowing, and similar practices that do not involve filling or grading.
6. "Enclosed area below lowest floor" means the floor of the lowest enclosed area in a building when all the following criteria are met:
  - A. The enclosed area is designed to flood to equalize hydrostatic pressure during flood events with walls or openings that satisfy the provisions of Subsection 160.07(2)(D)(1) of this chapter.

B. The enclosed area is unfinished (not carpeted, drywalled, etc.) and used solely for low damage potential uses such as building access, parking, or storage.

C. Machinery and service facilities (e.g., hot water heater, furnace, electrical service) contained in the enclosed area are located at least one foot above the base flood elevation.

D. The enclosed area is not a basement as defined in this section.

7. "Existing construction" means any structure for which the start of construction commenced before the effective date of the first floodplain management regulations adopted by the community.

8. "Existing factory-built home park or subdivision" means a factory-built home park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the first floodplain management regulations adopted by the community.

9. "Expansion of existing factory-built home park or subdivision" means the preparation of additional sites by the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

10. "Factory-built home" means any structure, designed for residential use which is wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation, on a building site. For the purpose of this chapter, factory-built homes include mobile homes, manufactured homes, and modular homes; and also include recreational vehicles which are placed on a site for greater than 180 consecutive days and not fully licensed for and ready for highway use.

11. "Factory-built home park" means a parcel or contiguous parcels of land divided into two or more factory-built home lots for sale or lease.

12. "Five Hundred (500)-year flood" means a flood, the magnitude of which has a two-tenths percent chance of being equaled or exceeded in any given year or which, on average, will be equaled or exceeded at least once every 500 years.

13. "Flood" means a general and temporary condition of partial or complete inundation of normally dry land areas resulting from the overflow of streams or rivers or from the unusual and rapid runoff of surface waters from any source.

14. "Flood insurance rate map" (FIRM) means the official map prepared as part of (but published separately from) the Flood Insurance Study which delineates both the flood hazard areas and the risk premium zones applicable to the community.

15. "Flood insurance study" (FIS) means a report published by FEMA for a community issued along with the community's Flood Insurance Rate Maps. The study contains such background data as the base flood discharge and water surface elevations that were used to prepare the FIRM.

16. "Floodplain" means any land area susceptible to being inundated by water as a result of a flood.

17. "Floodplain management" means an overall program of corrective and preventive measures for reducing flood damages and promoting the wise use of floodplains, including (but not limited to) emergency preparedness plans, flood control works, floodproofing and floodplain management regulations.

18. "Floodproofing" means any combination of structural and nonstructural additions, changes, or adjustments to structures, including utility and sanitary facilities, which will reduce or eliminate flood damage to such structures.
19. "Floodway" means the channel of a river or stream and those portions of the floodplains adjoining the channel, which are reasonably required to carry and discharge flood waters or flood flows so that confinement of flood flows to the floodway area will not cumulatively increase the water surface elevation of the base flood by more than one foot.
20. "Floodway fringe" means those portions of the Special Flood Hazard Area outside the floodway.
21. "Highest adjacent grade" means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
22. "Historic structure" means any structure that is:
- A. Listed individually in the National Register of Historic Places, maintained by the Department of Interior, or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing of the National Register.
  - B. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district.
  - C. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior.
  - D. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (i) by an approved State program as determined by the Secretary of the Interior; or (ii) directly by the Secretary of the Interior in states without approved programs.
23. "Lowest floor" means the floor of the lowest enclosed area in a building including a basement except when the criteria listed in the definition of enclosed area below lowest floor in Subsection 160.01(6) are met.
24. "Maximum damage potential development" means hospitals and like institutions; buildings or building complexes containing documents, data, or instruments of great public value; buildings or building complexes containing materials dangerous to the public or fuel storage facilities; power installations needed in emergency or other buildings or building complexes similar in nature or use.
25. "Minor projects" means small development activities (except for filling, grading, and excavating) valued at less than \$500.00.
26. "New construction" (new buildings, factory-built home parks, accessory structures) means those structures or development for which the start of construction commenced on or after the effective date of the first floodplain management regulations adopted by the community.
27. "New factory-built home park or subdivision" means a factory-built home park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the effective date of the first floodplain management regulations adopted by the community.

28. "Recreational vehicle" means a vehicle which is:
- A. Built on a single chassis.
  - B. Four hundred (400) square feet or less when measured at the largest horizontal projection.
  - C. Designed to be self-propelled or permanently towable by a light duty truck.
  - D. Designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use.
29. "Routine maintenance of existing buildings and facilities" means repairs necessary to keep a structure in a safe and habitable condition that do not trigger a building permit, provided they are not associated with a general improvement of the structure or repair of a damaged structure. Such repairs include:
- A. Normal maintenance of structures such as re-roofing, replacing roofing tiles and replacing siding.
  - B. Exterior and interior painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
  - C. Basement sealing.
  - D. Repairing or replacing damaged or broken window panes.
  - E. Repairing plumbing systems, electrical systems, heating or air conditioning systems, and repairing wells or septic systems.
30. "Special flood hazard area" (SFHA) means the land within a community subject to the base flood. This land is identified on the community's Flood Insurance Rate Map as Zone A, A1-30, AE, AH, AO, AR, and/or A99.
31. "Start of construction" includes substantial improvement, and means the date the development permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement, was within 180 days of the permit date. The actual start means either the first placement or permanent construction of a structure on a site, such as pouring of a slab or footings, the installation of pile, the construction of columns, or any work beyond the stage of excavation; or the placement of a factory-built home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of the building, whether or not that alteration affects the external dimensions of the building.
32. "Structure" means anything constructed or erected on the ground or attached to the ground, including (but not limited to) buildings, factories, sheds, cabins, factory-built homes, storage tanks, grain storage facilities, and/or other similar uses.
33. "Substantial damage" means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damage condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. Volunteer labor and donated materials shall be included in the estimated cost of repair. Substantial damage also means flood-related damages sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of such flood event, on the average, equals or exceeds 25

percent of the market value of the structure before the damage occurred. Volunteer labor and donated materials shall be included in the estimated cost of repair.

34. "Substantial improvement" means any improvement to a structure which satisfies either of the following criteria:

A. Any repair, reconstruction or improvement of a structure taking place during a 10-year period, the cumulative cost of which, equals or exceeds 50 percent of the market value of the structure either: (i) before the start of construction of the first improvement of the structure; or (ii) if the structure has been substantially damaged and is being restored, before the damage occurred. The term does not, however, include any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions. The term also does not include any alteration of a historic structure, provided the alteration will not preclude the structure's designation as a historic structure.

B. Any addition which increases the original floor area of a building by 25 percent or more. All additions constructed after the effective date of the first floodplain management regulations adopted by the community shall be added to any proposed addition in determining whether the total increase in original floor space would exceed 25 percent.

35. "Variance" means a grant of relief by a community from the terms of the floodplain management regulations.

36. "Violation" means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations.

## **160.02 STATUTORY AUTHORITY, FINDINGS OF FACT AND PURPOSE.**

1. The Legislature of the State of Iowa has in Chapter 414, *Code of Iowa*, as amended, delegated the power to cities to enact zoning regulations to secure safety from flood and to promote health and the general welfare.

2. Findings of Fact.

A. The flood hazard areas of the City are subject to periodic inundation which can result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base all of which adversely affect the public health, safety, and general welfare of the community.

B. These flood losses, hazards, and related adverse effects are caused by: (i) the occupancy of flood hazard areas by uses vulnerable to flood damages which create hazardous conditions as a result of being inadequately elevated or otherwise protected from flooding; and (ii) the cumulative effect of obstructions on the floodplain causing increases in flood heights and velocities.

C. This chapter relies upon engineering methodology for analyzing flood hazards which is consistent with the standards established by the Department of Natural Resources.

3. Statement of Purpose. It is the purpose of this chapter to protect and preserve the rights, privileges, and property of the City and its residents and to preserve and improve the peace, safety,

health, welfare, and comfort and convenience of its residents by minimizing those flood losses described in Paragraph 2(A) of this section with provisions designed to:

- A. Reserve sufficient floodplain area for the conveyance of flood flows so that flood heights and velocities will not be increased substantially.
- B. Restrict or prohibit uses which are dangerous to health, safety, or property in times of flood or which cause excessive increases in flood heights or velocities.
- C. Require that uses vulnerable to floods, including public facilities which serve such uses, be protected against flood damage at the time of initial construction or substantial improvement.
- D. Protect individuals from buying lands which may not be suited for intended purposes because of flood hazard.
- E. Assure that eligibility is maintained for property owners in the community to purchase flood insurance through the National Flood Insurance Program.

### **160.03 GENERAL PROVISIONS.**

1. **Lands to Which Chapter Applies.** The provisions of this chapter shall apply to all lands within the jurisdiction of the City shown on the Official Floodplain Zoning Map as being within the boundaries of the Floodway, Floodway Fringe, General Floodplain, and Shallow Flooding (Overlay) Districts, as established in this section.
2. **Establishment of Official Floodplain Zoning Map.** The Flood Insurance Rate Maps (FIRM) for Jones County and Incorporated Areas, City of Monticello, Panels 19105C0039G, 19105C0043G, 19105C0127G, 19105C0129F, 19105C0131G, 19105C0133F, and 19105C0150G, dated November 19, 2021, which were prepared as part of the Flood Insurance Study for Jones County are hereby adopted by reference and declared to be the Official Floodplain Zoning Map. The Jones County Flood Insurance Study is hereby adopted by reference and is made a part of this chapter for the purpose of administering floodplain management regulations. The flood profiles and all explanatory material contained with the Flood Insurance Study are also declared to be a part of this chapter.
3. **Rules for Interpretation of District Boundaries.** The boundaries of the zoning district areas shall be determined by scaling distances on the Official Floodplain Zoning Map. When an interpretation is needed as to the exact location of a boundary, the Floodplain Administrator shall make the necessary interpretation. The Board of Adjustment shall hear and decide appeals when it is alleged that there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this chapter.
4. **Compliance.** No structure or land shall hereafter be used, and no structure shall be located, extended, converted, or structurally altered, without full compliance with the terms of this chapter and other applicable regulations which apply to uses within the jurisdiction of this chapter.
5. **Abrogation and Greater Restrictions.** It is not intended by this chapter to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter imposes greater restrictions, the provision of this chapter shall prevail. All other ordinances inconsistent with this chapter are hereby repealed to the extent of the inconsistency only.
6. **Interpretation.** In their interpretation and application, the provisions of this chapter shall be held to be minimum requirements and shall be liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by State statutes.

7. Warning and Disclaimer of Liability. The standards required by this chapter are considered reasonable for regulatory purposes. This chapter does not imply that areas outside the designated Floodplain (Overlay) District areas will be free from flooding or flood damages. This chapter shall not create liability on the part of the City, or any officer or employee thereof, for any flood damages that result from reliance on this chapter or on any administrative decision lawfully made thereunder.

8. Severability. If any section, clause, provision, or portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected thereby.

#### **160.04 ADMINISTRATION.**

1. Appointment, Duties and Responsibilities of Local Official. The City Administrator is hereby appointed to implement and administer the provisions of this chapter and will herein be referred to as the Floodplain Administrator. Duties and responsibilities of the Floodplain Administrator shall include (but not necessarily be limited to) the following:

- A. Review all floodplain development permit applications to assure that the provisions of this chapter will be satisfied.
- B. Review floodplain development applications to assure that all necessary permits have been obtained from federal, State, and local governmental agencies including approval when required from the Department of Natural Resources for floodplain construction.
- C. Record and maintain a record of: (i) the elevation (in relation to North American Vertical Datum 1988) of the lowest floor (including basement) of all new or substantially improved structures; or (ii) the elevation to which new or substantially improved structures have been floodproofed.
- D. Notify adjacent communities/counties and the Department of Natural Resources prior to any proposed alteration or relocation of a watercourse and submit evidence of such notifications to the Federal Emergency Management Agency.
- E. Keep a record of all permits, appeals, and such other transactions and correspondence pertaining to the administration of this chapter.
- F. Submit to the Federal Insurance Administrator an annual report concerning the community's participation, utilizing the annual report form supplied by the Federal Insurance Administration.
- G. Notify the Federal Insurance Administrator of any annexations or modifications to the community's boundaries.
- H. Review subdivision proposals to ensure such proposals are consistent with the purpose of this chapter and advise the Board of Adjustment of potential conflict.
- I. Maintain the accuracy of the community's Flood Insurance Rate Maps when:
  - (1) Development placed within the Floodway (Overlay) District results in any of the following:
    - a. An increase in the base flood elevations; or
    - b. Alteration to the floodway boundary.
  - (2) Development placed in Zones A, AE, AH, and A1-30 that does not include a designated floodway that will cause a rise of more than one foot in the base elevation; or

(3) Development relocates or alters the channel.

Within six months of the completion of the development, the applicant shall submit to FEMA all scientific and technical data necessary for a Letter of Map Revision.

J. Perform site inspections to ensure compliance with the standards of this chapter.

K. Forward all requests for variances to the Board of Adjustment for consideration. Ensure all requests include the information ordinarily submitted with applications as well as any additional information deemed necessary to the Board of Adjustment.

2. Floodplain Development Permit.

A. Permit Required. A Floodplain Development Permit issued by the Floodplain Administrator shall be secured prior to any floodplain development (any man-made change to improved and unimproved real estate, including but not limited to buildings or other structures, mining, filling, grading, paving, storage of materials and equipment, excavation, or drilling operations), including the placement of factory-built homes.

B. Application for Permit. Application shall be made on forms furnished by the Floodplain Administrator and shall include the following:

(1) Description of the work to be covered by the permit for which application is to be made.

(2) Description of the land on which the proposed work is to be done (e.g., lot, block, track, street address or similar description) that will readily identify and locate the work to be done.

(3) Location and dimensions of all structures and additions.

(4) Indication of the use or occupancy for which the proposed work is intended.

(5) Elevation of the base flood.

(6) Elevation (in relation to North American Vertical Datum 1988) of the lowest floor (including basement) of structure or of the level to which a structure is to be floodproofed.

(7) For structures being improved or rebuilt, the estimated cost of improvements and market value of the structure prior to the improvements.

(8) Such other information as the Floodplain Administrator deems reasonably necessary (e.g., drawings or a site plan) for the purpose of this chapter.

C. Action on Permit Application. The Floodplain Administrator shall, within a reasonable time, determine whether the proposed floodplain development meets the applicable standards of this chapter and shall approve or disapprove the application. For disapprovals, the applicant shall be informed, in writing, of the specific reasons therefor. The Floodplain Administrator shall not issue permits for variances except as directed by the Board of Adjustment.

D. Construction and Use to Be as Provided in Application and Plans. Floodplain development permits based on the basis of approved plans and applications authorize only the use, arrangement, and construction set forth in such approved plans and applications and no other use, arrangement, or construction. Any use, arrangement, or construction at variance with that authorized shall be deemed a violation of this chapter. The applicant shall be required to submit certification by a professional engineer or land surveyor, as



appropriate, registered in the State of Iowa, that the finished fill, structure floor elevations, floodproofing, or other flood protection measures were accomplished in compliance with the provisions of this chapter, prior to the use or occupancy of any structure.

**160.05 ESTABLISHMENT OF ZONING (OVERLAY) DISTRICTS.** The floodplain areas within the jurisdiction of this chapter are hereby divided into the following districts:

1. Floodway (Overlay) District (FW) – those areas identified as Floodway on the Official Floodplain Zoning Map.
2. Floodway Fringe (Overlay) District (FF) – those areas identified as Zone AE on the Official Floodplain Zoning Map but excluding those areas identified as Floodway.
3. General Floodplain (Overlay) District (GF) – those areas identified as Zone A on the Official Floodplain Zoning Map.

The boundaries shall be as shown on the Official Floodplain Zoning Map. Within these districts, all uses not allowed as permitted uses are prohibited unless a variance to the terms of this chapter is granted after due consideration by the Board of Adjustment.

**160.06 FLOODWAY (OVERLAY) DISTRICT (FW).**

1. Permitted Uses. All development within the Floodway District shall be permitted to the extent that they are not prohibited by any other ordinance (or underlying zoning district) and provided they meet applicable performance standards of the Floodway District.
2. Performance Standards. All Floodway District uses allowed as a permitted use shall meet the following standards.
  - A. No development shall be permitted in the Floodway District that would result in any increase in the base flood elevation. Consideration of the effects of any development on flood levels shall be based upon the assumption that an equal degree of development would be allowed for similarly situated lands.
  - B. All development within the Floodway District shall:
    - (1) Be consistent with the need to minimize flood damage.
    - (2) Use construction methods and practices that will minimize flood damage.
    - (3) Use construction materials and utility equipment that are resistant to flood damage.
  - C. No development shall affect the capacity or conveyance of the channel or floodway of any tributary to the main stream, drainage ditch, or any other drainage facility or system.
  - D. Structures, buildings, recreational vehicles, and sanitary and utility systems, if permitted, shall meet the applicable performance standards of the Floodway Fringe District, and shall be constructed or aligned to present the minimum possible resistance to flood flows.
  - E. Structures, if permitted, shall have a low flood damage potential and shall not be for human habitation.
  - F. Storage of materials or equipment that are buoyant, flammable, explosive or injurious to human, animal or plant life is prohibited. Storage of other material may be allowed if readily removable from the Floodway District within the time available after flood warning.

G. Watercourse alterations or relocations (channel changes and modifications) must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Department of Natural Resources.

H. Any fill allowed in the floodway must be shown to have some beneficial purpose and shall be limited to the minimum amount necessary.

I. Pipeline river or stream crossings shall be buried in the streambed and banks or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering or due to the action of flood flows.

#### **160.07 FLOODWAY FRINGE (OVERLAY) DISTRICT FF.**

1. Permitted Uses. All development within the Floodway Fringe District shall be permitted to the extent that they are not prohibited by any other ordinance (or underlying zoning district) and provided they meet applicable performance standards of the Floodway Fringe District.

2. Performance Standards. All development must be consistent with the need to minimize flood damage and meet the following applicable performance standards. Until a regulatory floodway is designated, no development may increase the base flood elevation more than one foot. The applicant will be responsible for providing the Department of Natural Resources with sufficient technical information to make such determination.

A. All development shall:

- (1) Be designed and adequately anchored to prevent flotation, collapse, or lateral movement.
- (2) Use construction methods and practices that will minimize flood damage.
- (3) Use construction materials and utility equipment that are resistant to flood damage.

B. Residential Structures. All new or substantially improved residential structures shall have the lowest floor, including basement, elevated a minimum of one foot above the base flood elevation. Construction shall be upon compacted fill which shall, at all points, be no lower than one foot above the base flood elevation and extend at such elevation at least 18 feet beyond the limits of any structure erected thereon. Alternate methods of elevating (such as piers or extended foundations) may be allowed, subject to favorable consideration by the Board of Adjustment, where existing topography, street grades, or other factors preclude elevating by fill. In such cases, the methods used must be adequate to support the structure as well as withstand the various forces and hazards associated with flooding. All new residential structures located in areas that would become isolated due to flooding of surrounding ground shall be provided with a means of access that will be passable by wheeled vehicles during the base flood. However, this criterion shall not apply where the Floodplain Administrator determines there is sufficient flood warning time for the protection of life and property. When estimating flood warning time, consideration shall be given to the criteria listed in 567-75.2(3), Iowa Administrative Code.

C. Nonresidential Structures. All new or substantially improved nonresidential structures shall have the lowest floor (including basement) elevated a minimum of one foot above the base flood elevation, or together with attendant utility and sanitary systems, be floodproofed to such a level. When floodproofing is utilized, a professional engineer registered in the State of Iowa shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and

other factors associated with the base flood; and that the structure, below the base flood elevation is watertight with walls substantially impermeable to the passage of water. A record of the certification indicating the specific elevation (in relation to North American Vertical Datum 1988) to which any structures are floodproofed shall be maintained by the Floodplain Administrator.

D. All New and Substantially Improved Structures.

(1) Fully enclosed areas below the lowest floor (not including basements) that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or meet or exceed the following minimum criteria:

- a. A minimum of two openings, with positioning on at least two walls, having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
- b. The bottom of all openings shall be no higher than one foot above grade.
- c. Openings may be equipped with screens, louvers, valves, or other coverings or devices, provided they permit the automatic entry and exit of floodwaters.

Such areas shall be used solely for parking of vehicles, building access, and low damage potential storage.

(2) New and substantially improved structures must be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

(3) New and substantially improved structures shall be constructed with electric meter, electrical service panel box, hot water heater, heating, air conditioning, ventilation equipment (including ductwork), and other similar machinery and equipment elevated (or, in the case of non-residential structures, optionally floodproofed to) a minimum of one foot above the base flood elevation.

(4) New and substantially improved structures shall be constructed with plumbing, gas lines, water meters, gas meters, and other similar service utilities either elevated (or in the case of non-residential structures, optionally floodproofed to) a minimum of one foot above the base flood elevation or designed to be watertight and withstand inundation to such a level.

E. Factory-Built Homes.

(1) All new and substantially improved factory-built homes, including those placed in existing factory-built home parks or subdivisions, shall be elevated on a permanent foundation such that the lowest floor of the structure is a minimum of one foot above the base flood elevation.

(2) All new and substantially improved factory-built homes, including those placed in existing factory-built home parks or subdivisions, shall be anchored to resist flotation, collapse, or lateral movement. Anchorage systems may include, but are not limited to, use of over-the-top or frame ties to ground anchors as required by the *State Building Code*.

F. Utility and Sanitary Systems.

- (1) On-site waste disposal and water supply systems shall be located or designed to avoid impairment to the system or contamination from the system during flooding.
- (2) All new and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system as well as the discharge of effluent into flood waters. Wastewater treatment facilities (other than on-site systems) shall be provided with a level of flood protection equal to or greater than one foot above the base flood elevation.
- (3) New or replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system. Water supply treatment facilities (other than on-site systems) shall be provided with a level of protection equal to or greater than one foot above the base flood elevation.
- (4) Utilities such as gas or electrical systems shall be located and constructed to minimize or eliminate flood damage to the system and the risk associated with such flood damaged or impaired systems.

G. Storage of Equipment and Materials. Storage of equipment and materials that are flammable, explosive, or injurious to human, animal, or plant life is prohibited unless elevated a minimum of one foot above the base flood elevation. Other material and equipment must either be similarly elevated or: (i) not subject to major flood damage and anchored to prevent movement due to flood waters; or (ii) readily removable from the area within the time available after flood warning.

H. Flood Control Structures. Flood control structural works such as levees, flood walls, etc. shall provide, at a minimum, protection from the base flood with a minimum of three feet of design freeboard and shall provide for adequate interior drainage. In addition, the Department of Natural Resources shall approve structural flood control works.

I. Watercourse Alterations. Watercourse alterations or relocations must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, the Department of Natural Resources must approve such alterations or relocations.

J. Subdivision. Subdivisions (including factory-built home parks and subdivisions) shall be consistent with the need to minimize flood damages and shall have adequate drainage provided to reduce exposure to flood damage. Development associated with subdivision proposals (including the installation of public utilities) shall meet the applicable performance standards of this chapter. Subdivision proposals intended for residential use shall provide all lots with a means of access which will be passable by wheeled vehicles during the base flood. Proposals for subdivisions greater than five acres or 50 lots (whichever is less) shall include base flood elevation data for those areas located within the Floodway Fringe (Overlay) District.

K. Accessory Structures to Residential Uses.

- (1) Detached garages, sheds, and similar structures that are incidental to a residential use are exempt from the base flood elevation requirements where the following criteria are satisfied:
  - a. The structure shall be designed to have low flood damage potential. Its size shall not exceed 600 square feet in size. Those portions of the structure located less than one foot above the base flood elevation must be constructed of flood-resistant materials.

b. The structure shall be used solely for low flood damage potential purposes such as vehicle parking and limited storage. The structure shall not be used for human habitation.

c. The structure shall be constructed and placed on the building site so as to offer minimum resistance to the flow of floodwaters.

d. The structure shall be firmly anchored to prevent flotation, collapse, and lateral movement, which may result in damage to other structures.

e. The structure's service facilities such as electrical and heating equipment shall be elevated or floodproofed to at least one foot above the base flood elevation.

f. The structure's walls shall include openings that satisfy the provisions of Paragraph D(1) of this subsection.

(2) Exemption from the base flood elevation requirements for such a structure may result in increased premium rates for flood insurance coverage of the structure and its contents.

L. **Recreational Vehicles.** Recreational vehicles are exempt from the requirements of Paragraph E of this subsection regarding anchoring and elevation of factory-built homes when the following criteria are satisfied.

(1) The recreational vehicle shall be located on the site for less than 180 consecutive days, and

(2) The recreational vehicle must be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

Recreational vehicles that are located on the site for more than 180 consecutive days or are not ready for highway use must satisfy requirements of Paragraph E of this subsection regarding anchoring and elevation of factory-built homes.

M. **Pipeline Crossings.** Pipeline river and stream crossings shall be buried in the streambed and banks, or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering.

N. **Maximum Damage Potential Development.** All new or substantially improved maximum damage potential development shall have the lowest floor (including basement) elevated a minimum of one foot above the elevation of the 500-year flood, or together with attendant utility and sanitary systems, be floodproofed to such a level. When floodproofing is utilized, a professional engineer registered in the State of Iowa shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the 0.2% annual chance flood; and that the structure, below the 0.2% annual chance flood elevation is watertight with walls substantially impermeable to the passage of water. A record of the certification indicating the specific elevation (in relation to North American Vertical Datum 1988) to which any structures are floodproofed shall be maintained by the Floodplain Administrator. Where a two-tenths percent chance flood elevation data has not been provided in the Flood Insurance Study, the Iowa Department of Natural Resources shall be contacted to compute such data. The applicant will be responsible for providing

the Department of Natural Resources with sufficient technical information to make such determinations.

**160.08 GENERAL FLOODPLAIN (OVERLAY) DISTRICT FP.**

1. Permitted Uses.

A. All development within the General Floodplain District shall be permitted to the extent that they are not prohibited by any other ordinance (or underlying zoning district) and provided they meet the applicable performance standards of the General Floodplain District.

B. Any development which involves placement of structures, factory-built homes, fill or other obstructions, storage of materials or equipment, excavation or alteration of a watercourse shall be reviewed by the Department of Natural Resources to determine: (i) whether the land involved is either wholly or partly within the floodway or floodway fringe; and (ii) the base flood elevation. The applicant shall be responsible for providing the Department of Natural Resources with sufficient technical information to make the determination.

C. Review by the Iowa Department of Natural Resources is not required for the proposed construction of new or replacement bridges or culverts where:

(1) The bridge or culvert is located on a stream that drains less than two square miles, and

(2) The bridge or culvert is not associated with a channel modification that constitutes a channel change as specified in 567-71.2(2), Iowa Administrative Code.

2. Performance Standards.

A. All development, or portions thereof, to be located in the floodway as determined by the Department of Natural Resources shall meet the applicable provisions and standards of the Floodway (Overlay) District (Section 160.06).

B. All development, or portions thereof, to be located in the floodway fringe as determined by the Department of Natural Resources shall meet the applicable provisions and standards of the Floodway Fringe (Overlay) District (Section 160.07).

**160.09 RESERVED.**

**160.10 ESTABLISHMENT OF APPEAL AND VARIANCE PROCEDURES.** The Board of Adjustment, hereinafter referred to as the Board, shall hear and decide: (i) appeals; and (ii) requests for variances to the provisions of this chapter, and shall take any other action which is required of the Board.

1. Appeals. Where it is alleged that there is any error in any order, requirement, decision, or determination made by an administrative official in the enforcement of this chapter, the aggrieved party may appeal such action. The notice of appeal shall be filed with the Board and with the official from whom the appeal is taken and shall set forth the specific reason for the appeal. The official from whom the appeal is taken shall transmit to the Board all the documents constituting the record upon which the action appealed from was taken.

2. Variance. The Board may authorize upon request in specific cases such variances from the terms of this chapter that will not be contrary to the public interest where, owing to special

conditions, a literal enforcement of the provisions of this chapter will result in unnecessary hardship. Variances granted must meet the following applicable standards.

A. Variances shall only be granted upon: (i) a showing of good and sufficient cause; (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant; and (iii) a determination that the granting of the variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local codes or ordinances.

B. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood would result. Consideration of the effects of any development on flood levels shall be based upon the assumption that an equal degree of development would be allowed for similarly situated lands.

C. Variances shall only be granted upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

D. In cases where the variance involves a lower level of flood protection for structures than what is ordinarily required by this chapter, the applicant shall be notified in writing over the signature of the Floodplain Administrator that: (i) the issuance of a variance will result in increased premium rates for flood insurance up to amounts as high as \$25.00 for \$100.00 of insurance coverage; and (ii) such construction increases risks to life and property.

E. All variances granted shall have the concurrence or approval of the Department of Natural Resources.

### 3. Hearings and Decisions of the Board.

A. Hearings. Upon the filing with the Board of an appeal or a request for a variance, the Board shall hold a public hearing. The Board shall fix a reasonable time for the hearing and give public notice thereof, as well as due notice to parties in interest. At the hearing, any party may appear in person or by agent or attorney and present written or oral evidence. The Board may require the appellant or applicant to provide such information as is reasonably deemed necessary and may request the technical assistance and/or evaluation of a professional engineer or other expert person or agency, including the Department of Natural Resources.

B. Decisions. The Board shall arrive at a decision on an appeal or variance within a reasonable time. In passing upon an appeal, the Board may, so long as such action is in conformity with the provisions of this chapter, reverse or affirm, wholly or in part, or modify the order, requirement, decision, or determination appealed from, and it shall make its decision, in writing, setting forth the findings of fact and the reasons for its decision. In granting a variance, the Board shall consider such factors as contained in this section and all other relevant sections of this chapter and may prescribe such conditions as contained in Subparagraph (2) of this paragraph.

(1) Factors Upon Which the Decision of the Board Shall Be Based. In passing upon applications for variances, the Board shall consider all relevant factors specified in other sections of this chapter and:

a. The danger to life and property due to increased flood heights or velocities caused by encroachments.

b. The danger that materials may be swept on to other land or downstream to the injury of others.

- c. The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.
- d. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.
- e. The importance of the services provided by the proposed facility to the City.
- f. The requirements of the facility for a floodplain location.
- g. The availability of alternative locations not subject to flooding for the proposed use.
- h. The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
- i. The relationship of the proposed use to the comprehensive plan and floodplain management program for the area.
- j. The safety of access to the property in times of flood for ordinary and emergency vehicles.
- k. The expected heights, velocity, duration, rate of rise and sediment transport of the flood water expected at the site.
- l. The cost of providing governmental services during and after flood conditions, including maintenance and repair of public utilities (sewer, gas, electrical, and water systems), facilities, streets, and bridges.
- m. Such other factors which are relevant to the purpose of this chapter.

(2) Conditions Attached to Variances. Upon consideration of the factors listed above, the Board may attach such conditions to the granting of variances as it deems necessary to further the purpose of this chapter. Such conditions may include, but not necessarily be limited to:

- a. Modification of waste disposal and water supply facilities.
- b. Limitation of periods of use and operation.
- c. Imposition of operational controls, sureties, and deed restrictions.
- d. Requirements for construction of channel modifications, dikes, levees, and other protective measures, provided such are approved by the Department of Natural Resources and are deemed the only practical alternative to achieving the purpose of this chapter.
- e. Floodproofing measures shall be designed consistent with the flood protection elevation for the particular area, flood velocities, duration, rate of rise, hydrostatic and hydrodynamic forces, and other factors associated with the regulatory flood. The Board shall require that the applicant submit a plan or document certified by a registered professional engineer that the floodproofing measures are consistent with the regulatory flood protection elevation and associated flood factors for the particular area.



4. Appeals to the Court. Any person or persons, jointly or severally, aggrieved by any decision of the Board may present to a court of record a petition, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty days after the filing of the decision in the office of the Board.

**160.11 NONCONFORMING USES.**

1. A structure or the use of a structure or premises which was lawful before the passage or amendment of the ordinance codified in this chapter, but which is not in conformity with the provisions of this chapter, may be continued subject to the following conditions:

A. If such use is discontinued for six consecutive months, any future use of the building premises shall conform to this chapter.

B. Uses or adjuncts thereof that are or become nuisances shall not be entitled to continue as nonconforming uses.

2. If any nonconforming use or structure is destroyed by any means, including flood, it shall not be reconstructed if the cost is more than 50 percent of the market value of the structure before the damage occurred, unless it is reconstructed in conformity with the provisions of this chapter. This limitation does not include the cost of any alteration to comply with existing State or local health, sanitary, building, or safety codes or regulations, or the cost of any alteration of a structure listed on the National Register of Historic Places, provided that the alteration shall not preclude its continued designation.

3. Except as provided in Subsection 1(B) of this section, any use which has been permitted as a variance shall be considered a conforming use.

**160.12 PENALTIES FOR VIOLATION.** Violations of the provisions of this chapter or failure to comply with any of the requirements (including violations of conditions and safeguards established in connection with grants of variances) shall constitute a misdemeanor. Any person who violates this chapter or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$500.00 or imprisoned for not more than 30 days. Each day such violation continues shall be considered a separate offense. Nothing herein contained prevent the City from taking such other lawful action as is necessary to prevent or remedy violation.

**160.13 AMENDMENTS.** The regulations and standards set forth in this chapter may from time to time be amended, supplemented, changed, or repealed. No amendment, supplement, change, or modification shall be undertaken without prior approval of the Department of Natural Resources.

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

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

Passed by the Council the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, and approved this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

\_\_\_\_\_  
Mayor

<b>City Council Meeting</b> <b>Prep. Date:</b> 7/11/2021 <b>Preparer:</b> Sally Hinrichsen		<b>Agenda Item: #</b> 12 <b>Agenda Date:</b> 07/19/2021
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*Communication Page*

**Agenda Items Description:** Ordinance #745 amending the Code of Ordinances of The City of Monticello, Iowa, By Amending Provisions Pertaining to “Liquor Licenses and Wine and Beer Permits” related to “Prohibited Sales and Acts”

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

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

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

**Synopsis:** HF384, changes several items that affect Iowa Code Chapter 123. One item included the hour of sales, which changes affects City Code 120.05, Subsection 2

**Background Information:**

Current section of City Code reads as follows:

120.05 PROHIBITED SALES AND ACTS.

A person holding a liquor license or retail wine or beer permit and the person's agents or employees shall not do any of the following:

2. Sell or dispense any alcoholic beverage on the premises covered by the license or permit, or permit its consumption thereon between the hours of 2:00 a.m. and 6:00 a.m. on a weekday, and between the hours of 2:00 a.m. on Sunday and 6:00 a.m. on the following Monday; however, a holder of a liquor control license or retail wine or beer permit granted the privilege of selling alcoholic liquor, wine, or beer on Sunday may sell or dispense alcoholic liquor, wine, or beer between the hours of 8:00 a.m. on Sunday and 2:00 a.m. of the following Monday, and further provided that a holder of any class of liquor control license or the holder of a class "B" beer permit may sell or dispense alcoholic liquor, wine, or beer for consumption on the premises between the hours of 8:00 a.m. on Sunday and 2:00 a.m. on Monday when that Monday is New Year's Day and beer for consumption off the premises between the hours of 8:00 a.m. on Sunday and 2:00 a.m. on the following Monday when that Sunday is the day before New Year's Day.

(Code of Iowa, Sec. 123.49[2b] & 123.150)

On June 8, 2021, the Governor signed a number of changes into law that affect Iowa Code Chapter 123, effective Thursday, July 1, 2021.

**HF384 – ALCOHOLIC BEVERAGE CONTROL**

House File 384 addresses alcoholic beverage control concerning class “C” liquor control licenses, hours of sale of alcoholic beverages on Sunday, and the delivery of certain alcoholic beverages.

**Hours of Sale**

- The sale of alcohol on Sunday can now begin at 6:00 a.m. The hours during which alcoholic beverages may be legally sold and served are now Monday through Sunday 6:00 a.m. to 2:00 a.m.

**Staff Recommendation:** Staff recommends that the Council approve the Ordinance amending the Code of Ordinances of The City of Monticello, Iowa, By Amending provisions pertaining to Section 120.05, Subsection 2 “Prohibited Sales and Acts”, (second reading)

**ORDINANCE NO. 745**

An Ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Liquor Licenses and Wine and Beer Permits" related to "Prohibited Sales and Acts"

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

**SECTION 1. SECTION MODIFIED.** Section 120.05, Subsection 2, of the Code of Ordinances of the City of Monticello, Iowa, is repealed and the following adopted in lieu thereof:

2. Sell or dispense any alcoholic beverage on the premises covered by the license or permit, or permit its consumption thereon between the hours of 2:00 a.m. and 6:00 a.m. on a weekday, and between the hours of 2:00 a.m. on Sunday and 6:00 a.m. on the following Monday; however, a holder of a liquor control license or retail wine or beer permit granted the privilege of selling alcoholic liquor, wine, or beer on Sunday may sell or dispense alcoholic liquor, wine, or beer between the hours of 6:00 a.m. on Sunday and 2:00 a.m. of the following Monday, and further provided that a holder of any class of liquor control license or the holder of a class "B" beer permit may sell or dispense alcoholic liquor, wine, or beer for consumption on the premises between the hours of 6:00 a.m. on Sunday and 2:00 a.m. on Monday when that Monday is New Year's Day and beer for consumption off the premises between the hours of 6:00 a.m. on Sunday and 2:00 a.m. on the following Monday when that Sunday is the day before New Year's Day.

(Code of Iowa, Sec. 123.49[2b] & 123.150)

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

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

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

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

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

\_\_\_\_\_  
Brain Wolken, Mayor

Attest:

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

City Council Meeting  
Prep. Date: 7/13/21  
Preparer: Russell Farnum



Agenda Item: # 13-15  
Agenda Date: 07/19/2021

*Communication Page*

**Agenda Items Description:** Updating the water, sewer and storm water utility fees

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

**Attachments & Enclosures:**  
(3) Ordinances

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

**Synopsis:** Due to the construction of the City’s new wastewater treatment facility, the 6th Street Ditch improvements, and other anticipated future projects, the City must update its capital and user fees to cover appropriate bonds and begin building a capital fund for future maintenance and improvement projects. This is Second Reading on three (3) ordinances that are necessary to provide sufficient revenues for these projects.

**Background Information:**

PFM Financial Advisor Matt Stoffel gave a power point presentation on Sewer Plant Plan of Finance Discussion at the February 15 City Council meeting. Stoffel reviewed various options on how the City could finance the upgrades to the Sewer Treatment Plant. Options included using sewer revenue only and raising the sewer rates to cover the cost. Another option is funding the treatment plant partially with sewer revenue and partially with TIF or other debt service, which would keep sewer rates lower. Stoffel recommended setting sewer rates separately and not tied to the water rates. Stoffel has been working with the City’s Bonding Attorney John Danos and city staff with the SRF loan and future funding of the sewer plant upgrades.

In addition, city staff have been working on a funding plan for the 6<sup>th</sup> Street Ditch project. At the June Council worksession on infrastructure projects, Council consensus was to update the City’s storm water utility fee, rather than ask for Special Assessments, to pay for the 6<sup>th</sup> St. Ditch project and other future storm water improvements.

In order to incorporate these necessary changes, the attached three ordinances make the following changes:

A. Updates to Chapter 92, Water Rates, keeps the existing water rates the same, but changes the flat monthly water/sewer equipment fee (#4, below), from fifty cents each to three dollars each (\$6.00 total). This is a small adjustment that will help begin to build a capital fund for future improvements.

**92.02 RATES FOR SERVICE.**

Water service shall be furnished at the following monthly rates within the City:

1. First 1,000 gallons used per month - \$6.17 (minimum bill).
2. Second to ninth 1,000 gallons used per month at \$4.00 per 1,000 gallons.
3. Tenth through infinity 1,000 gallons thereafter will be \$4.13 per 1,000 gallons.
4. A flat monthly water/sewer equipment replacement fee in the amount of 50 cents.

B. Updates to Chapter 99, Sewer Service Charges, eliminates the current sewer fee of 150% of the water fee, and creates a separate charge based upon consumption. For convenient billing, the proposed change keeps the same “splits” in use levels. The new fees are based upon the recommendations of PFM Financial Advisors.

The current code reads as follows:

**99.01 SEWER SERVICE CHARGES REQUIRED.**

Every customer shall pay to the City sewer service charges in the amount of 150 percent of the bill for water and water service attributable to the customer for the property served, rounded off to the nearest cent, as is accepted by general accounting practices.

The updated code changes the rate structure as follows:

Sewer Rate	(current *)	(proposed)
First 1000 gal	\$ 9.25	\$ 18.98
1001-9999 gal	\$ 6.00	\$ 12.30
10000+ gal	\$ 6.20	\$ 12.71

*\* current sewer rates calculated at 150% of water rates, proposed sewer rates would have a separate rate structure*

C. Updates to Chapter 100, Stormwater Drainage Utility, amends the current \$1 per month fee for residential units and \$2.50 per month fee for nonresidential units. The fee will adjust to \$3 per month for residential units and \$4.50 per month for nonresidential units. This is an adjustment across-the-board of \$2 per unit, whether residential, commercial, or industrial.

The current revenues generated by this fee are barely sufficient to pay for the USDA Financing for the 6<sup>th</sup> Street Ditch Project, which would tie up that complete revenue stream for 40 years. While staff is still considering more efficient financing options, it is best to update the fees to provide revenue for other storm projects throughout the community. This adjustment is based upon direction received at the June 21 worksession.

It is further recommended that these fees go into effect starting September 1, 2021. The fees would then start appearing on water bills at the end of October, payable in November. In addition, a 2% minimum escalator per year should be added, to assure that the rates keep up with inflation.

**Staff Recommendation:**

These ordinances are drafted in accordance with the recommendations of the City's financial advisors and prior direction from the Council. There are a multitude of other methods to increase revenues that will pay for the necessary infrastructure. Should the Council wish for further analysis, action on these ordinances should be continued, and Staff should be directed to work with PFM to return with further evaluation of specific scenarios.

However, the cleanest and most transparent option is to collect user fees that are directly tied to the projects. For this reason, approval of Second Reading of these ordinances is recommended. If that action is approved, the Ordinances will return to the Council for final approval at the August 2 City Council meeting.

**ORDINANCE NO. 746**

An Ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Water Service System" related to "Rates For Services".

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

**SECTION 1. SECTION MODIFIED.** Chapter 92, Section 02, paragraphs 1 thru 4, of the Code of Ordinances of the City of Monticello are repealed and the following adopted in lieu thereof:

**92.02 RATES FOR SERVICE.** Water service shall be furnished at the following monthly rates within the City:

1. Rates in effect from November 1, 2021 billing on:
  - A. First 1,000 gallons used per month at \$6.17 (minimum bill).
  - B. Second to ninth 1,000 gallons used per month at \$4.00 per 1,000 gallons.
  - C. Tenth through infinity 1,000 gallons thereafter will be \$4.13 per 1,000 gallons.
  - D. A flat monthly Water/Sewer Equipment Replacement fee in the amount of \$6.00
  
2. Future Rates. The monthly per gallon rate set out in 92.02(1) shall be Adjusted annually as follows: On November 1, 2022 billing, all water rates shall be increased by 2.0% over the rates established in subsection 1 of this section. On each November 1 billing thereafter, said water rates shall be increased by 2.0% over the rates in effect during the preceding year.

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

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

Passed by the Council the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Brian R. Wolken, Mayor

ATTEST:

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



**ORDINANCE NO. 747**

An Ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by Amending Provisions Pertaining to "Sewer Service Charges", Related to "Sewer Service Charges Required"

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

**SECTION 1. SECTION MODIFIED.** Chapter 99, Section 01, of the Code of Ordinances of the City of Monticello are repealed and the following adopted in lieu thereof:

**99.01 SEWER SERVICE CHARGES REQUIRED.** Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed at the following monthly rates of within the City:

1. Rates in effect from November 1, 2021 billing on:
  - A. First 1,000 gallons used per month at \$18.98 (minimum bill).
  - B. Second to ninth 1,000 gallons used per month at \$12.30 per 1,000 gallons.
  - C. Tenth through infinity 1,000 gallons thereafter will be \$12.71 per 1,000 gallons.
  
2. Future Rates. The monthly per gallon rate set out in 99.01(1) shall be Adjusted annually as follows: On November 1, 2022 billing, all sewer rates shall be increased by 2.0% over the rates established in subsection 1 of this section. On each November 1 billing thereafter, said sewer rates shall be increased by 2.0% over the rates in effect during the preceding year.

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

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

Passed by the Council the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Brian R. Wolken, Mayor

ATTEST:

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

**ORDINANCE NO. 748**

An Ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to "Storm Water Drainage Utility", Related to "Rates"

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

**SECTION 1. SECTION MODIFIED.** Chapter 100, Section 04, of the Code of Ordinances of the City of Monticello, is repealed and the following adopted in lieu thereof:

**100.04 RATES.** Each user shall pay for storm and surface water drainage service provided by the City. The rates for the operation and maintenance of the storm water management facilities shall be collected by imposing a monthly rate on each "Unit". The rates/charges shall be billed as part of the User's combined service account. (*Combined Service Account* meaning a customer service account for the provision of two or more utility services.) The City may adopt rules, charges, rates, and fees for the use of the City's storm and surface water system and for services provided by the City related thereto. Such rules may include delinquency fees, interest charges and/or penalties. Such charges and fees shall be just and equitable based upon the actual costs of operation, maintenance, acquisition, extension and replacement of the City's Storm Water Management Facilities/Storm and Surface Water Drainage System(s), the costs of bond repayment, regulation, administration, and the services of the City. The rates for the foregoing functions shall be collected by imposing a monthly rate of three dollar (\$3.00) on every residential "unit", and four dollars and fifty cents (\$4.50) on every other, non-residential "unit".

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

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

Passed by the Council the \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Brian R. Wolken, Mayor

ATTEST:

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

I certify that the foregoing was published as Ordinance No. \_\_\_\_ the \_\_\_\_ day of \_\_\_\_\_, 2021.

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

City Council Meeting  
Prep. Date: 7/11/2021  
Preparer: Sally Hinrichsen



Agenda Item: # 16-24  
Agenda Date: 07/19/2021

*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:**

- 16. City Engineer
- 17. Mayor
- 18. City Administrator
- 19. City Clerk
  - a. League of City meeting in Coralville on September 15-17, 2021 registration
- 20. Public Works Director
- 21. Police Chief
  - a. Police Report
  - b. Ambulance Report
- 22. Water/Wastewater Superintendent
- 23. Park and Recreation Director
  - a. Update
- 24. Library Director



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:  
**JUNE 2021**

**Total Calls for Service:** 290 (Total Calls 1456)

**Traffic Stops:** 61

**Citations:** 18

**Parking Citations:** 0

**Arrests:** 12; Violation of No Contact Order  
Eluding -2  
Driving While Barred  
Warrant – 3  
Domestic Assault Causing Bodily Injury  
OWI  
Domestic Abuse 2<sup>nd</sup>  
Interference With Official Acts  
Possession Drug Paraphernalia  
Public Intoxication  
Domestic Abuse

**Accidents Investigated:** 9

**EMS Assists:** 32

**Nuisance Warnings:** 13

Significant progress was made on the 336 South Main Street Nuisance. Pictures of the improvements were sent out to all Council Members earlier this month.

**Use of Force:** 0

**Public Complaints:** 0

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**Information:**

On Tuesday June 23<sup>rd</sup>, 2021 at 3:41pm, an officer with the Monticello Police Department attempted to initiate a traffic stop of a vehicle in the 100 block of East 3<sup>rd</sup> Street in Monticello for failing to display a registration plate and failure to stop at a stop sign. The vehicle, a 1992 Honda Accord, was occupied by a male driver and female passenger. The suspect vehicle proceeded to flee from the officer reaching speeds of over 90 miles per hour. The vehicle proceeded to leave Monticello on Business 151 North and eventually entered a private driveway off of Highway 151, North of Monticello. During the pursuit, the suspect proceeded to ram the pursuing officer with the vehicle. The officer performed a Pursuit Intervention Technique and forced the vehicle into the adjacent ditch. The subject refused to comply with verbal commands and continued to flee in the vehicle. The suspect proceeded South back into Monticello on Business 151 and through Monticello on Main Street before exiting Monticello on County Road X44. The suspect attempted to turn North onto 190<sup>th</sup> Street, a secondary gravel road, when the pursuing Monticello Officer again performed a Pursuit Intervention Technique forcing the vehicle into the adjacent ditch. The vehicle was disabled and the male driver attempted to flee the vehicle on foot. After a brief foot pursuit through a wooded area, the driver was apprehended by the pursuing officer. Nathan Merrill Gracey of Cedar Rapids was arrested and charged with Eluding, Assault, Driving with a Barred Driver's License, and multiple traffic violations including Registration Violations, Failure to Provide Insurance, Failure to Stop at multiple locations, and speeding. Gracey is currently being held at the Jones County Jail. The female passenger, Angela Pearson also of Cedar Rapids, was released. Assisting were Deputies with the Jones County Sheriff's Office, and Officers with the Anamosa Police Department.

Vehicle damages were estimated at over \$13,000. The patrol vehicle is currently at All Seasons Autobody for repairs.

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

Britt



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

*From the Office of:*

*Chief of Police*

*Britt D. Smith*

## Ambulance Service Activity

For the month of:

June, 2021

Total EMS Calls for Service: 64 (305 for 2021)

Adam 27 (Primary Unit) 60

33-City of Monticello Addresses  
6-Monticello Nursing/Rehab  
11-County Addresses within our Service Area  
7-Anamosa Service Area (Anamosa Unavailable)  
3-Jones Regional Transfer

Adam 28 (Secondary Unit) 4

2-City of Monticello Addresses  
1-Monticello Nursing/Rehab  
1-Anamosa Service Area (Anamosa Unavailable)

### Financials for the Month of May

Transports between 5/01/21 – 5/31/21 were entered.

Total PCRs processed = 53

- 38 Billable
- 15 Calls/No charge
  
- PCC Invoice \$2,387.22 - \$-494.83 = \$1,892.39
- Payments – Recoupments/Refunds = \$29,840.31
- IA Offset: (0) Accounts -\$0.00
- Collections (Work Comp): (0) account- \$0.00
- Total Outstanding A/R as of 5/31/21 = \$107,339.75

### Activities:

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

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**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. I was notified that we received the grant. This grant will be used to purchase a replacement stair chair. The grant covered 50% of the cost of the new equipment purchase.

**Personnel:**

As indicated at a previous council meeting, we have an employee who had suffered a work-related injury. The employee has been given an extended time frame for a possible return. We are already short staffed with part-time paramedics that we are unable to keep up with the demand. I hired part-time paramedic David Husemann as a full-time employee with an unknown duration at a minimum of 5 months to cover the absence due to the injury.

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

Britt



**Current Activities**

- \*NEW\* Golf(ish) Extravaganza
- \*NEW\* Summer of Fun
- \*NEW\* Youth Speed/Agility Program

**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
- Flag Football/Volleyball

**Registration Deadlines**

- 3 on 3 Tournament 7/27 (extended)
- Adult Co-Ed Chicago Slow Pitch 7/27 (extended)
- Flag Football/Volleyball 8/9

**Aquatic Center**

- Swim Team – Held Conference Meet on Sunday

**Park Board**

- Family Fun Night at Pool was postponed until July 31<sup>st</sup>.
- August 28<sup>th</sup> at 11:00 Duck Drop (\$10/entry)
  - Can be purchased at Berndes Center, City Hall, Library, Ohnward, Monti Sports, Mission Cup
- Aquatic Center Landscaping – removed, planted new, added new mulch to front of building.
- Fair week we will be cleaning up Kitty Creek – removing debris and garbage

**Miscellaneous**

- Replaced water pump in the pocket park fountain
- Weeded bed at Fountain Park, also met with former members of Garden Club to discuss summer pruning needs.
- Meeting scheduled with Fountain Committee to discuss phase 2 of the fountain project (i.e. brick pavers, landscaping, lighting)

**Tree Board**

- Meet July 12<sup>th</sup> to discuss a nuisance tree at 102 E. 9<sup>th</sup> St. The overgrown tree is impeding on walk ability of sidewalk. There were also staff concerns in regards to traffic visibility for those exiting E. 9<sup>th</sup> St., especially during the winter plowing season. The board made the recommendation to trim the tree back to the sidewalk and if Chief Smith agreed that it causes a visibility hazard for traffic to lift the tree roughly 8 ft.

**June Financial Report (as of June 23, 2021)**

Aquatic Center Revenue	\$37,013
Aquatic Center Remaining Expenses (end of Fiscal Year 2021)	21%
Youth Recreation Revenue	\$645
Adult Recreation Revenue	\$300
Berndes Center Revenue (Rentals, etc.)	\$1,261
Berndes Center Remaining Expenses (end of Fiscal Year 2021)	12%
Baty Disc Golf Course Remaining Expenses (end of Fiscal Year 2021)	20%





Monticello Park and Recreation Council Report  
July 19, 2021

2017	2018	2019	2020	2021
Boys Basketball @ 20	Boys Basketball @ 25	Boys Basketball @ 25	Boy's Bball (\$25)	Boy's Bball (\$25)
Girl's Basketball @ \$20	Girl's Basketball @ \$25	Girl's Basketball @ \$25	Girl's Bball (\$25)	Girl's Bball (\$25)
Flag Football @ 20	Flag Football @ 20	Flag Football @ 25	Flag Football (\$25)	Flag Football (\$25)
Volleyball @ 20	Volleyball @ 20	Volleyball @ 25	Volleyball (\$25)	Volleyball (\$25)
Soccer @ \$20	Soccer @ \$20	Soccer @ \$25	Soccer (\$25)	Soccer (\$25)
Kickball @ \$10	Kickball @ \$10	Kickball @ \$10	T-Ball/Kickball (\$10)	T-Ball/Kickball (\$10)
Co-Ed Volleyball @ 130	Co-Ed Volleyball @ 130	Co-Ed Volleyball @ 150	Co-Ed Volleyball (\$150)	Co-Ed Volleyball (\$150)
Soccer Clinic @ 15	Soccer Clinic @ 15/20	Soccer Clinic @ 20	Soccer Clinic (\$20)	Soccer Clinic (\$20)
T-Ball @ \$10	T-Ball @ \$10	T-Ball @ \$10	Teeball (\$25)	Teeball (\$25)
	Teeball @ \$25	Teeball @ \$25	Baseball (\$30)	Baseball (\$30)
	Baseball @ \$30	Baseball @ \$30	Softball (\$30)	Softball (\$30)
	Softball @ \$30	Softball @ \$30	Travel Base/Soft (\$30)	Travel Base/Soft (\$30)
	Travel Base/Soft (\$30)	Travel Base/Soft (\$30)	Youth Track Meet	Youth Track Meet
	Youth Track Meet	Youth Track Meet	Pool Pawty	Pool Pawty
	Pool Pawty	Pool Pawty	Chicago Slow Pitch (\$150)	Chicago Slow Pitch (\$150)
		Chicago Slow Pitch	Pickleball Tournament	Pickleball Tournament
			Adult Vball Tournament	Adult Vball Tournament
			Youth Bball Tournament	Youth Bball Tournament
			Santa in Pocket Park	Santa in Pocket Park
				Youth 3 on 3 Tournament
				Youth Speed and Agility
				Golf(fish) Extravaganza
				Summer of Fun
				Golf Tournament
				Family Fun Night
				Duck Drop
Adjusted Rental rates	New BC Floor	1st Section of Trail completed	COVID	Working on trail expansion
updated exterior doors	Painted BC walls	Updated landscaping at BC	Trail Expansion-Oak St completed	Austin Smith Inclusive Playground
New Parks and Rec logo	Implemented Sponsorship Program	Started maintaining downtown flower pots	Outdoor Pickleball Courts completed	National Parks and Recreation Members
Planted 20+ trees at Willow	Adjusted Aquatic Center Rates	Fountain Park Improvements	New HVAC system	Oversee flower beds at Fountain Park
Installed fencing at horseshoe pit	Purchased new stage for rentals	Began Riverside Restoration	Christmas Lights	Acquiring 12 additional acres of park property
New lighting at the BC	Started mowing disc golf/retention pond	Planted 30+ trees (various locations)	Purchased Toolcat	Implemented CivicRec online registration software
		Repainted Pool Showerhouse	Started maintaining trails/sidewalks	Updated landscaping at Pool
		Repainted Pool Basin	Iowa Parks and Recreation Members	Planted 300+ trees (various locations)
			Expanded Park Board	
			Installed sidewalk access to fountain park	
			Planted 30+ trees (various locations)	
			Repainted Diving Platforms	

Submitted by:  
Jacob Oswald  
Director of Parks and Recreation