

City of Monticello, Iowa

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Posted on September 14, 2021 at 3:30 p.m.

Monticello City Council Meeting September 20, 2021 @ 6:00 p.m.

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

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

- **Call to Order – 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	September 7, 2021
Approval of Payroll	September 9, 2021
Approval of Bill List	
Approval of La Hacienda Mexican Restaurant liquor license	

Resolutions:

1. **Resolution** local match for the Hazard Mitigation Assistance Program (Flood Plain Buyout 202 N Main)
2. **Resolution** designating and authorizing the Russell Farnum City Administrator as City Representative to sign all documents related to the Mitigation Project providing funding to assist with the Flood Plain Buyout 202 N Main

3. **Resolution** Authorizing City Administrator to execute Iowa Department of Transportation Agreement for the Fiscal Year 2022 Airport Improvement Program between IDOT and the City of Monticello related to Taxiway and Apron Extension
4. **Resolution** to approve a plan for sidewalk infill along North Birch Street
5. **Resolution** to approve Dollar Fresh Site Plan

Reports / Potential Actions:

6. City Engineer
7. Mayor
8. City Administrator
9. City Clerk
10. Public Works Director
11. Police Chief
12. Water/Wastewater Superintendent
13. Park and Recreation Director
14. Library Director

Work Sessions:

15. Work Session – Community Building

Adjournment: Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

Meeting Instructions for the Public
Due to the Covid-19 Virus the public will be
admitted into this meeting. Mask is recommended
but not required to attend the meeting
and seating is limited

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

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

Topic: September 20, 2021 City Council Meeting

Time: Sep 20, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85729179918>

Meeting ID: 857 2917 9918

One tap mobile

+13017158592,,85729179918# US (Washington DC)

+13126266799,,85729179918# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 857 2917 9918

Find your local number: <https://us02web.zoom.us/u/kdHVbTxL4D>

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

Regular Council Meeting
September 7, 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, Tom Yeoman and Scott Brighton. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Park & Rec Director Jacob Oswald, and Library Director Michelle Turnis. Police Chief Britt Smith arrived during meeting. 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.

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

Erich Eggers, 215 North Chestnut voiced his concern on lack of progress on the Norm Zimmerman property on North Chestnut Street. He showed several pictures of the work site, including the re-rod sticking up which he feels is unsafe and the dead weeds that were sprayed, but not mowed. Wolken reported that he directed the Police Chief Smith to look into any code and nuisance violations. Wolken stated that Zimmerman was advised that his building permit has expired, so he will need to reapply for the building permit.

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

Jess Wiedenhoff announced that she was appointed as Jones County Public Health Coordinator and gave a brief presentation on the 5-2-1-0 Healthy Choice Count! program that she is working to implement in Jones County. She also reported on Jones County Public Health Workgroup areas of focus.

Brandon Gish with Enterprise Rental gave a presentation on fleet management and rental and his recommendation for the city to start with the rental program. Consensus was to place on a future agenda for further discussion.

Goedken moved to approve Resolution #2021-99 approving the final plat of Northridge Estates Third Addition, City of Monticello, Jones County, Iowa, a subdivision of Lot 11 in Industrial Park Third Addition, except for the North 145 feet and Parcel 97-31, all in the City of Monticello, Jones County, Iowa. Langerman seconded. Roll call unanimous.

Yeoman moved to approve Resolution #2021-100 approving the final plat of Northridge Estates Third Addition, City of Monticello, Jones County, Iowa, a subdivision of Outlot "A" in Northridge Estates, Second Addition, all in the City of Monticello, Jones County, Iowa. Brighton seconded. Roll call unanimous.

Farnum advised the payment to Creative Adventure Lab in the amount of \$20,000 related to the Rural Innovation Grant for façade and entryway improvements at 101 E. 1st Street; is pass thru funds. The City received the funds for the work completed and paid by Creative Adventure Lab. Hanken moved to approve Resolution #2021-101 to approve payment to Creative Adventure Lab in the amount of \$20,000 related to the Rural Innovation Grant for façade and entryway improvements at 101 E. 1st Street. Lux seconded. Roll call unanimous.

Farnum advised the dilapidated structure was involved with several nuisance violations that the Police Chief has worked on. The owner is willing to sell the property for \$15,000.00 and has signed the purchase agreement. Yeoman moved to approve Resolution #2021-102 to approve Deed, Declaration of Value, Groundwater Hazard Statement and Closing Statement associated with 449 North Sycamore Street sale and authorize City Administrator to close the Real Estate transaction. Langerman seconded. Roll call unanimous.

Council discussed the ordinance that was adopted in 2019 that limited the time for tax abatement to five years of the completion of the improvements. Lux moved to approve Resolution #2021-103 Approving Natasha & Grant Terry Tax Abatement Application related to Residential Improvements constructed at 216 S Maple Street, Monticello, Iowa. Langerman seconded. Roll call unanimous.

Yeoman moved to approve Resolution #2021-104 Approving Gary Anciaux Tax Abatement Application related to Residential Improvements constructed at 312 Faust Circle, Monticello, Iowa. Goedken seconded. Roll call: Ayes none. Nays: Yeoman, Goedken, Hanken, Brighton, Langerman and Lux. Motion failed.

Hinrichsen advised the credit card company is now requiring a business authorization resolution that authorizes changes to the credit card like adding names or amounts. She recommended City Administrator, City Clerk and Deputy City Clerk be authorized. Goedken moved to approve Resolution #2021-105 entitled Business Authorization Resolution as related to City Credit cards. Brighton seconded. Roll call unanimous.

Yeoman moved to schedule Trick or Treat Night in Monticello for Sunday October 31, 2021 from 6:00 PM to 8:00 PM. Langerman seconded. Roll call unanimous.

Goedken moved to accept bid on the 2004 Ford F250 from Brian Crowley in the amount of \$500.00, Langerman seconded. Roll call unanimous except Yeoman who felt Enterprise Rental should be involved.

Langerman moved to approve Ordinance #749 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Chapter 10 Urban Revitalization, "Section 10.10 Exemption", second reading in title only. Brighton seconded, roll call unanimous. Hanken moved that the statutory rule requiring said ordinance be considered and voted on for passage at two Council

meetings prior to the meeting at which it is to be finally passed be suspended and that said Ordinance be regarded as having been considered and voted on at two prior Council meetings. Brighton seconded, roll call unanimous. Lux moved Ordinance #749 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Chapter 10 Urban Revitalization, "Section 10.10 Exemption", third and final reading in title only. Langerman seconded, roll call unanimous.

Farnum reported the first installment of ARPA funds were received and City would be getting a total of \$578,211.82, which Council decided to use towards the Wastewater Treatment Facility Improvements.

Farnum reported the Airport Board has started the procurement process for a new consultant for the airport project as required. Board is also reviewing farm and hangar lease rates and documents. More will be coming to the Council in the next council months

Farnum stated that he appreciated the city water crew staying late last Friday to fix the water leaks on North Cedar Street. Goedken stated it was not a nice day, as it rained all day.

Farnum reported that Jones County Economic Development is looking for nominations for the board, if interested contact him.

Oswald reported the Iowa Health State Walk will be held on October 6th at 5:00 PM starting at Willow shelter, down the trail and where the future trail is proposed.

Wolken advised at the last Council meeting there was a tied vote on the 202 North Main Hazard Mitigation. Wolken advised that Farnum has been working on this shortly after he started and initially, they were looking at buying out the garages only. FEMA has very strict rules and stated the property qualifies but want the entire property. Wolken advised the City share of loss property taxes was \$3,235 and the total taxes is only \$5,330 not the \$8,000 amount stated at the last meeting. Council questioned what the elevation is compared to the Dollar Fresh lot. Wolken stated the lot has been listed several times with various realtors and rental properties are not covered with flood insurance. Yeoman questioned if this is a better location for a trail head. Farnum stated that is what they were looking at. Brighton moved to rescind action on Resolution #2021-98 for the Hazard Mitigation Assistance Program for Flood Plain Buy-out of 2020 North Main Street. Yeoman seconded. Roll call unanimous except Goedken and Hanken who voted nay.

Wolken reported Marion Medco Economic Development is acquiring dilapidated homes and getting property back on the tax rolls. Emily Russ is on the committee but there is someone that could come explain the process at a future meeting. Consensus of the Council was to contact them to present the program to the City.

Brighton moved to adjourn at 7:50 PM.

Regular Council Meeting
September 7, 2021

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - SEPTEMBER 9, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	August 23 - September 5, 2021				
Jacob Gravel	\$ 1,699.28	\$ 31.28	0.00	0.00	\$ 1,231.12
Mason Hanson	371.31	-	0.00	0.00	317.85
David Husmann	1,828.00	-	0.00	0.00	1,199.24
Mary Intlekofer	178.88	-	0.00	0.00	86.56
Lori Lynch	2,113.30	38.90	0.00	0.00	1,441.00
Chloe Mogensen	548.40	-	0.00	0.00	433.46
Shelly Searles	1,908.00	-	0.00	0.00	1,304.78
Jenna Weih	2,110.77	282.77	0.00	0.00	1,534.01
Curtis Wyman	2,201.13	469.13	7.50	172.13	1,477.32
TOTAL AMBULANCE	\$ 12,959.07	\$ 822.08	7.50	172.13	\$ 9,025.34
CEMETERY	August 21 - September 3, 2021				
Dan McDonald	\$ 1,825.75	\$ 81.75	0.00	0.00	\$ 1,320.49
TOTAL CEMETERY	\$ 1,825.75	\$ 81.75	0.00	0.00	\$ 1,320.49
CITY HALL	August 22 - September 4, 2021				
Cheryl Clark	\$ 1,780.31	\$ 8.31	0.75	11.25	\$ 1,208.83
Russ Farnum	3,653.85	-	0.00	0.00	2,495.93
Sally Hinrichsen	2,614.03	-	0.00	0.00	1,648.61
Nanci Tuel	1,574.40	-	0.00	0.00	1,055.76
TOTAL CITY HALL	\$ 9,622.59	\$ 8.31	0.75	11.25	\$ 6,409.13
FIRE					
Joe Bayne	\$ 208.33	\$ -	0.00	0.00	\$ 191.39
Chris Hinrichs	60.00	-	0.00	0.00	55.41
Billy Norton	166.67	-	0.00	0.00	143.57
Paul Warner	125.00	-	0.00	0.00	115.44
TOTAL FIRE	\$ 560.00	\$ -	0.00	0.00	\$ 505.81
LIBRARY	August 23 - September 5, 2021				
Molli Hunter	\$ 987.20	\$ -	0.00	0.00	\$ 775.00
Penny Schmit	1,188.80	-	0.00	0.00	684.03
Michelle Turnis	1,705.44	-	0.00	0.00	1,084.35
TOTAL LIBRARY	\$ 3,881.44	\$ -	0.00	0.00	\$ 2,543.38
MBC	August 23 - September 5, 2021				
Jacob Oswald	\$ 2,089.42	\$ -	0.00	0.00	\$ 1,568.66
Shannon Poe	1,664.84	-	0.00	0.00	1,143.95
TOTAL MBC	\$ 3,754.26	\$ -	0.00	0.00	\$ 2,712.61
POLICE	August 23 - September 5, 2021				
Zachary Buehler	\$ 2,258.36	\$ -	0.00	0.00	\$ 1,669.79
Peter Fleming	2,314.20	-	0.00	23.25	1,623.88
Dawn Graver	2,577.65	-	0.00	0.00	1,852.55
Erik Honda	2,568.82	-	0.00	12.75	1,904.13
Jordan Koos	2,568.82	-	3.75	13.50	1,844.45
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	2,530.08	-	0.00	0.00	1,869.62
TOTAL POLICE	\$ 19,464.99	\$ -	3.75	49.50	\$ 14,206.35
ROAD USE	August 21 - September 3, 2021				
Zeb Bowser	\$ 1,874.80	\$ 130.80	0.00	0.00	\$ 1,375.63
Jasper Scott	1,794.51	110.51	0.00	0.00	1,279.81
TOTAL ROAD USE	\$ 3,669.31	\$ 241.31	0.00	0.00	\$ 2,655.44

PAYROLL - SEPTEMBER 9, 2021

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
SANITATION					
	August 21 - September 3, 2021				
Michael Boyson	\$ 1,809.40	\$ 65.40	0.00	0.00	\$ 1,271.80
Nick Kahler	2,131.80	-	0.00	0.00	1,466.35
TOTAL SANITATION	\$ 3,941.20	\$ 65.40	0.00	0.00	\$ 2,738.15
SEWER					
	August 21 - September 3, 2021				
Tim Schultz	\$ 2,141.40	\$ 149.40	0.00	7.50	\$ 1,485.45
Jim Tjaden	2,461.54	-	0.00	0.00	1,781.80
TOTAL SEWER	\$ 4,602.94	\$ 149.40	0.00	7.50	\$ 3,267.25
SWIMMING POOL					
	August 20 - September 2, 2021				
Harrison Ahlrichs	\$ 137.35	\$ -	0.00	0.00	\$ 126.84
Lydia Ahlrichs	117.00	-	0.00	0.00	108.05
Chesney Capron	16.50	-	0.00	0.00	15.24
Jill Flynn	73.80	-	0.00	0.00	68.15
Sullivan Flynn	47.50	-	0.00	0.00	43.86
Taylor Gassman	46.00	-	0.00	0.00	42.48
Ella Glawatz	200.00	-	0.00	0.00	184.70
Karle Kramer	144.00	-	0.00	0.00	132.98
Jacob Miller	184.50	-	0.00	0.00	170.38
Dylan Ponder	184.50	-	0.00	0.00	170.38
Lake Schnoor	88.00	-	0.00	0.00	81.26
Emma Schwendinger	180.00	-	0.00	0.00	166.23
Ian Temple	176.00	-	0.00	0.00	160.13
Hayden Tomkins	140.00	-	0.00	0.00	129.29
Brock Westphal	88.00	-	0.00	0.00	81.26
TOTAL SWIMMING POOL	\$ 1,823.15	\$ -	0.00	0.00	\$ 1,681.23
WATER					
	August 21 - September 3, 2021				
Daniel Pike	\$ 1,956.00	\$ -	22.50	29.00	\$ 1,403.03
TOTAL WATER	\$ 1,956.00	\$ -	22.50	29.00	\$ 1,403.03
TOTAL - ALL DEPTS.	\$ 68,060.70	\$ 1,368.25	34.50	269.38	\$ 48,468.21

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	208.33			
AT&T MOBILITY	PD CELL PHONES	173.74			
AXON ENTERPRISE INC	PD EQUIP REPAIR/MAINT	142.12			
DIGITAL ALLY, INC.	PD EQUIP REPAIR/MAINT	85.00			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	115.00			
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00			
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	1,129.21			
SHRED-MASTER	PD SHRED SERVICES	50.00			
WELTER STORAGE EQUIP CO., INC.	PD CHAIR	249.00			
	110 POLICE DEPARTMENT TOTAL		2,452.40		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	234.60			
	230 STREET LIGHTS TOTAL		234.60		
AQUATIC CENTER					
FAREWAY STORES #840-1	POOL EQUIP REPAIR/MAINT	5.68			
STATE HYGIENIC LABORATORY	POOL LAB TEST	13.50			
NEXT GENERATION PLBG & HTG LLC	POOL BUILDING REPAIR/MAINT	156.33			
	440 AQUATIC CENTER TOTAL		175.51		
CEMETERY					
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - JULY-AUG	900.00			
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	15.00			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	256.83			
	450 CEMETERY TOTAL		1,171.83		
SOLDIER'S MEMORIAL BOARD					
JOSHUA PHILLIP KELCHEN	SLDR MEM BUILDING REPAIR/MAINT	25.00			
	498 SOLDIER'S MEMORIAL BOARD TOTAL		25.00		
CITY HALL/GENERAL BLDGS					
BAKER PAPER CO INC	CH BUILDING SUPPLIES	35.07			
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	389.00			
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES	11.99			
NEXT GENERATION PLBG & HTG LLC	CH BUILDING REPAIR/MAINT	90.00			
JOSHUA PHILLIP KELCHEN	CH BUILDING REPAIR/MAINT	50.00			
KIM UNGS	CH AUDIT DEPOSIT REFUND	500.00			
	650 CITY HALL/GENERAL BLDGS TOTAL		1,076.06		
	001 GENERAL TOTAL		5,135.40		
MONTICELLO BERND'S CENTER					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
PARKS			2,401.10		
ALLIANT ENERGY-IES	MBC ELECTRIC		127.38		
BAKER PAPER CO INC	MBC BUILDING SUPPLIES		45.00		
JENNIFER BALLOU	MBC RENTAL REFUND		44.34		
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		200.00		
MAQUOKETA VALLEY ELECTRIC	MBC DAMAGE DEPOSIT REFUND		5,000.00		
MINN TEX CITRUS	SOFTBALL/BASEBALL FIELD PREP		85.00		
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT		185.58		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL		684.00		
MONTICELLO SPORTS	MBC FOOTBALL/VOLLEYBALL SHIRTS		343.23		
PEPSI COLA BOTTLING CO	MBC CONCESSIONS				
	430 PARKS TOTAL		9,115.63		
	005 MONTICELLO BERNDES CENTER TOTAL		9,115.63		
FIRE					
FIRE			57.50		
INFRASTRUCTURE TECHNOLOGY	FIRE EQUIP REPAIR/MAINT		41.43		
JOHN DEERE FINANCIAL	FIRE SUPPLIES		120.00		
KIRKWOOD COMMUNITY COLLEGE	FIRE TRAINING - HUSMANN		42.00		
MCALEER WATER CONDITIONING INC	FIRE SOFTENER SALT		182.09		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL				
	150 FIRE TOTAL		443.02		
	015 FIRE TOTAL		443.02		
AMBULANCE					
AMBULANCE			353.52		
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES		80.30		
AT&T MOBILITY	AMB CELL PHONES		871.08		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL		31.96		
MONTICELLO EXPRESS INC	AMB OFFICE SUPPLIES		2,737.33		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES		79.35		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL		613.82		
ZOLL MEDICAL CORPORATION	AMB EQUIP REPAIR/MAINT				
	160 AMBULANCE TOTAL		4,767.36		
	016 AMBULANCE TOTAL		4,767.36		
LIBRARY IMPROVEMENT					
LIBRARY			44.30		
BAKER & TAYLOR BOOKS	LIB IMP BOOKS		702.85		
FINDAWAY WORLD LLC	LIB IMP BOOKS		50.00		
MONTICELLO EXPRESS INC	LIB IMP PROGRAMS/PROMOTIONS				
	410 LIBRARY TOTAL		797.15		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	030 LIBRARY IMPROVEMENT TOTAL		797.15		
LIBRARY					
LIBRARY					
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES		11.15		
INFRASTRUCTURE TECHNOLOGY	LIB DATA PROCESSING		57.50		
OVERDRIVE	LIB BOOKS		406.44		
JOSHUA PHILLIP KELCHEN	LIB BUILDING REPAIR/MAINT		25.00		
	410 LIBRARY TOTAL		500.09		
	041 LIBRARY TOTAL		500.09		
AIRPORT					
AIRPORT					
MONTICELLO AVIATION INC	AIRPORT MANAGER		2,166.66		
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL		12.52		
	280 AIRPORT TOTAL		2,179.18		
	046 AIRPORT TOTAL		2,179.18		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST		49.97		
AT&T MOBILITY	RU TABLET		41.27		
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES		119.86		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT		2,034.00		
W.W. GRAINGER, INC	RU VEHICLE OPERATING SUPPLIES		365.02		
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT		99.24		
DAVID B MCNEILL	RU TREE REMOVAL & PLANTING		12.27		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL		813.27		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT		115.70		
N & N TRAILER SALES	RU VEHICLE OPERATING SUPPLIES		464.51		
SPAHN & ROSE LUMBER CO INC	RU STREET MAINTENANCE SUPPLIES		70.95		
	210 STREETS TOTAL		4,186.06		
	110 ROAD USE TOTAL		4,186.06		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
CHAD LEWIS	LIB GEHRET PROGRAMMING		350.00		
MICRO MARKETING LLC	LIB GEHRET BOOKS		112.69		
	410 LIBRARY TOTAL		462.69		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		462.69		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
BATY DISC GOLF COURSE PARKS STEVE MONK CONSTRUCTION	BATY DG MOWING		704.00		
	430 PARKS TOTAL		704.00		
	338 BATY DISC GOLF COURSE TOTAL		704.00		
C.C. BIDWELL LIBRARY BOOK LIBRARY MID AMERICA BOOKS	LIB BIDWELL BOOKS		137.23		
	410 LIBRARY TOTAL		137.23		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		137.23		
TRUST/IOMA MARY BAKER LIBRARY CENTER POINT PUBLISHING	LIB BAKER BOOKS		46.74		
	410 LIBRARY TOTAL		46.74		
	503 TRUST/IOMA MARY BAKER TOTAL		46.74		
WATER WATER AT&T MOBILITY FREESE MOTORS INC HAWKINS WATER TREATMENT STATE HYGIENIC LABORATORY INFRASTRUCTURE TECHNOLOGY STEVE MONK CONSTRUCTION MONTICELLO COMM SCHOOL DISTRICT MUNICIPAL SUPPLY INC WATER ENVIRONMENT FEDERATION	WATER CELL PHONE & TABLET WATER EQUIP REPAIR/MAINT WATER SUPPLIES WATER LAB TESTS WATER DATA PROCESSING WATER SYSTEM WATER FUEL WATER SYSTEM WATER DUES - TJADEN		71.47 241.55 698.71 54.00 14.00 85.00 206.17 66.90 47.50		
	810 WATER TOTAL		1,485.30		
	600 WATER TOTAL		1,485.30		
SEWER SEWER ALLIANT ENERGY-IES FAREWAY STORES #840-1 STATE HYGIENIC LABORATORY LAPORTE MOTOR SUPPLY MONTICELLO COMM SCHOOL DISTRICT MONTICELLO SPORTS MSA SAFETY SALES LLC MUNICIPAL SUPPLY INC	1105 E FIRST ST SEWER LAB SUPPLIES SEWER LAB TESTS SEWER VEHICLE OPERATING SEWER FUEL SEWER POSTAGE SEWER BUILDING REPAIR/MAINT SEWER SYSTEM		3,315.70 5.94 1,467.50 18.36 206.15 4.00 390.00 194.50		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
THOMPSON TRUCK & TRAILER, INC.	SEWER EQUIP REPAIR/MAINT	4,441.28			
TRI COUNTY PROPANE LLC	SEWER UTILITIES	362.65			
USA BLUE BOOK	SEWER LAB SUPPLIES	123.54			
WATER ENVIRONMENT FEDERATION	SEWER DUES - TJADEN	47.50			

	815 SEWER TOTAL		10,577.12		

	610 SEWER TOTAL		10,577.12		
SANITATION					
SANITATION					
MONTICELLO COMM SCHOOL DISTRCT	SANITATION FUEL	51.74			
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	11,939.97			

	840 SANITATION TOTAL		11,991.71		

	670 SANITATION TOTAL		11,991.71		
STORM WATER					
STORM WATER FUND					
STEVE MONK CONSTRUCTION	STORMWATER MAINTENANCE	220.00			

	865 STORM WATER FUND TOTAL		220.00		

	740 STORM WATER TOTAL		220.00		
			=====		
	Accounts Payable Total		52,748.68		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	5,135.40
005 MONTICELLO BERNDEN CENTER	9,115.63
015 FIRE	443.02
016 AMBULANCE	4,767.36
030 LIBRARY IMPROVEMENT	797.15
041 LIBRARY	500.09
046 AIRPORT	2,179.18
110 ROAD USE	4,186.06
178 TRUST/SLAVKA GEHRET FUND	462.69
338 BATY DISC GOLF COURSE	704.00
502 C.C. BIDWELL LIBRARY BOOK	137.23
503 TRUST/IOMA MARY BAKER	46.74
600 WATER	1,485.30
610 SEWER	10,577.12
670 SANITATION	11,991.71
740 STORM WATER	220.00

TOTAL FUNDS	52,748.68

City Council Meeting
Prep. Date: 09/15/21
Preparer: Russell Farnum



Agenda Item: # 1 & 2
Agenda Date: 09/20/2021

Communication Page

Agenda Items Description: Approving application, the City portion of the match, and designating Authorized Representatives for One (1) Hazard Mitigation Grant application (202 N Main Street)

Type of Action Requested: Motion; Resolutions (6); Ordinance; Report; Public Hearing; Closed

Attachments & Enclosures:
(2) Resolutions –

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

Synopsis: The Iowa Department of Homeland Security and Emergency Mitigation has money for infrastructure and acquisition/demolition project under its Hazard Mitigation Grant Program. The program provides FEMA hazard mitigation grants at 75% matched by Iowa grant money at an additional 10%. Consequently, the local (Monticello) funded match is 15%, which can be either cash or in-kind contributions.

There are three (3) applications for this money that were identified by Staff as eligible projects:

1. Backup generator for the Fire Department;
2. Backup generator for the West Well;
3. Acquisition and demolition of 202 N. Main Street (flood plain property).

Council approved 1 & 2 listed above.

In order to proceed with the #3 grant application, the City Council must now commit to the local match, and designate an Authorized Representative to work with the Iowa HSEMD to finalize the application and execute all of the grant-related documents.

Background Information:

Due to last summer's derecho, FEMA and HSEMD have funding through the Hazard Mitigation Grant Program for projects that help communities be better prepared for future disastrous events. These include acquisition and demolition of flood-prone properties, and providing backup electrical generation capability for long periods without power.

Staff have identified three projects that are eligible for funding under this program. The details are outlined below.

Backup Generator for Fire Department

This would add a 100 KW diesel or natural gas-powered generator to the Fire Department building. It is a needed improvement as in times of power outages, the large overhead doors must be operated manually, and the compressor used to refill oxygen tanks is non-functional. During long periods without power, the delays from opening the doors manually, and the risk of not being able to refill breathing apparatus, becomes increased due to multiple calls, especially in major events that can press emergency services to their limits.

The anticipated budget for this project would be as follows:

Natural Gas generator	\$ 53,000
Engineering	<u>2,500</u>
Total	\$ 55,500
FEMA Funding 75%	\$ 41,625
State Funding 10%	5,550
City Share 15%	\$ 8,325

The Natural Gas option is preferred as there is increased reliability and far less maintenance over time. However, if the less expensive Diesel option is chosen, the budget would look like this:

Diesel generator	\$ 44,000
Engineering	<u>2,500</u>
Total	\$ 46,500
FEMA Funding 75%	\$ 34,875
State Funding 10%	4,650
City Share 15%	\$ 6,975

Backup Generator for West Well

This would add a 125 KW diesel or natural gas-powered generator to the west well and water tower. It is a needed improvement as in times of power outages, there is no way to pump water to refill the tower. While the City maintains several days of storage in our water towers, in times of extended power outages, the risk of running out of potable water becomes increased. This is exacerbated if there are fires and/or water main breaks, both of which are likely to occur in emergency events.

There would be a possibility of connecting a temporary generator to the well, but in large emergencies, backup generators are difficult to procure, as the City experienced after the derecho.

The anticipated budget for this project would be as follows:

Natural Gas generator	\$ 53,000
Engineering	<u>2,500</u>

Total	\$ 55,500
FEMA Funding 75%	\$ 41,625
State Funding 10%	5,550
City Share 15%	\$ 8,325

As with the Fire Department generator, the Natural Gas option is preferred as there is increased reliability and far less maintenance over time. However, if the less expensive Diesel option is chosen, the budget would look like this:

Diesel generator	\$ 36,000
Engineering	<u>2,500</u>
Total	\$ 38,500
FEMA Funding 75%	\$ 28,875
State Funding 10%	3,850
City Share 15%	\$ 5,775

Flood Plain Buyout – 202 N. Main

This property is located in the Kitty Creek flood plain just north of the new HyVee Dollar Fresh site. The property is owned by the Wolken family who have agreed to sell it to the City if we get this grant. There are two buildings on the site, one 3-story building with commercial uses on the main level and apartments in the upper and lower levels. The main building is on the fringe of the flood plain and has an elevation certificate. The detached garage in the back is in the flood plain.

Under the terms of this grant program, after acquisition and demolition, the land would have to remain part of a riparian area. By FEMA’s definition, “...the riparian habitat area encompasses the entire extent of vegetation adapted to wet conditions as well as adjacent upland plant communities that directly influence the stream system.” The term “riparian habitat” is interchangeable with the commonly used terms “riparian area,” “riparian ecosystem,” and “riparian corridor.”

The understanding is that if we have a written commitment from the City that the property will be planted with native grasses, trees, or other species meant to improve water retention and slow runoff to Kitty Creek, that should be sufficient for FEMA. It would not prohibit the City from extending a path or trail through this property in the future.

The *estimated** budget for acquisition, environmental reviews, demolition, and site rehabilitation is below:

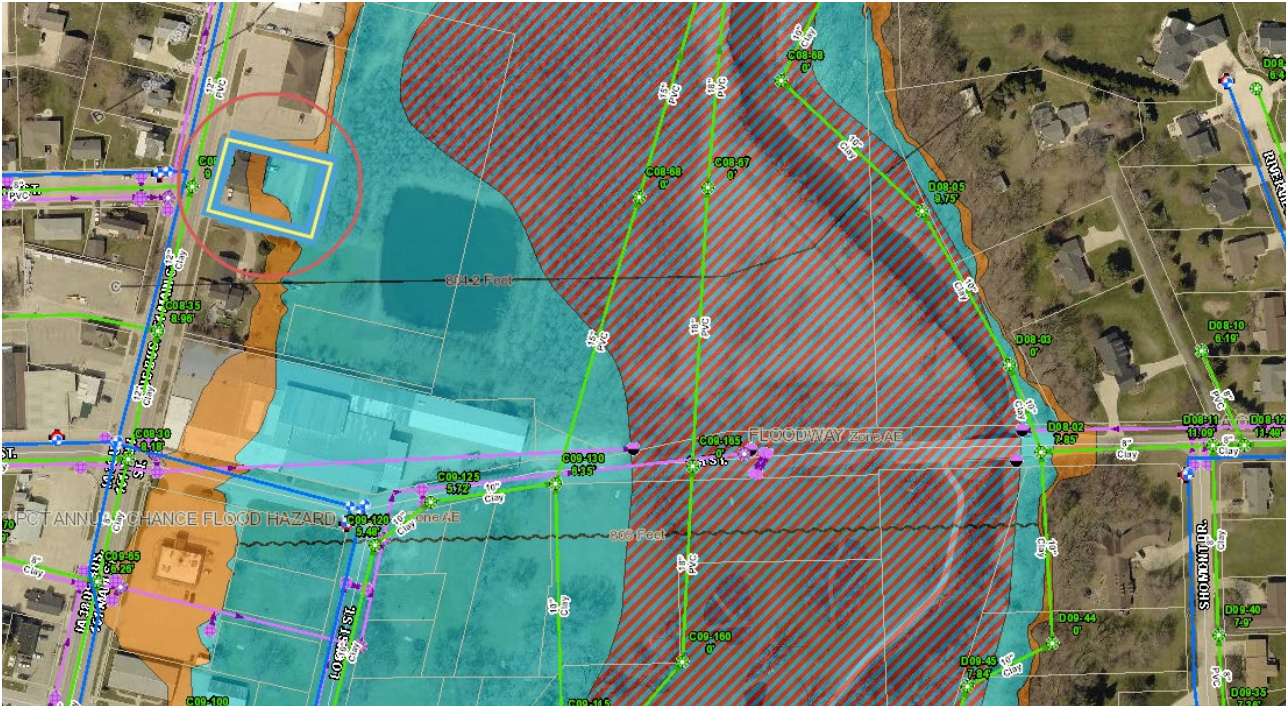
Acquisition	\$ 250,000
Environmental Reviews	20,000
Demolition/Site Clearance	50,000
Site and Habitat Restoration	<u>50,000</u>
Total	\$ 370,000
FEMA Funding 75%	\$ 277,500

State Funding 10% 37,000

City Share 15% \$ 55,500

** Please note this budget is based upon "best guesses" through City experiences, and could vary depending upon the results of the appraisals, environmental reviews, and many other factors.*

The location of the property is in the red circle on the map below:



If the City were to acquire this property it would provide an important connection between the future large park behind Dollar Fresh, and Business 151.

Staff Recommendation:

This grant applications allow the City to get the flood buy out project done at 15% City cost, an amazing bargain. If this grant is approved, the expected expense on the City's part would be under \$75,000 for all three projects listed above. Approval is recommended.

LOCAL MATCH RESOLUTION # _____
FOR THE
HAZARD MITIGATION ASSISTANCE PROGRAM

WHEREAS, the City of Monticello (hereinafter called "the Subrecipient"), County of _____
(jurisdiction)
Jones, has made application through the Iowa Department Homeland Security and Emergency Management (HSEMD) to the Federal Emergency Management Agency (FEMA) for funding from the Hazard Mitigation Assistance Program, in the amount of \$370,000 for the total project cost,
and

WHEREAS, the Subrecipient recognizes the fact that this grant is based on a cost share basis with the federal share not exceeding 75%, the state share not exceeding 10%, and the local share being a *minimum* of 15% of the total project cost. The *minimum* 15% local share can be either cash or in-kind match.

and
THEREFORE, the Subrecipient agrees to provide and make available up to \$55,500.00
(Fifty Five Thousand Five Hundred dollars) of local monies to be used to meet the *minimum* local match requirement for this mitigation grant application.

The resolution was passed and approved this 20 day of September 2021

Signatures of Council or Board Members:

<u>_____</u> Mayor	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member
<u>_____</u> Council or Board Member	<u>_____</u> Council or Board Member

I submit this form for inclusion with the Hazard Mitigation Assistance Project Application.

Print Name of Authorized Representative

Authorized Representative's Signature and Date

The City of Monticello, Iowa

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

RESOLUTION

Resolution authorizing the Russell Farnum City Administrator to sign all documents related to the Mitigation Project providing funding to assist with the Backup Generator for the Flood Plain Buyout 202 N Main.

WHEREAS, the Iowa Department of Homeland Security and Emergency Mitigation has money for infrastructure and acquisition/demolition project under its Hazard Mitigation Grant Program. The program provides FEMA hazard mitigation grants at 75% matched by Iowa grant money at an additional 10%. Consequently, the local (Monticello) funded match is 15%, which can be either cash or in-kind contributions, and

WHEREAS, City Council finds recognizes that there will be many documents that will need to be signed on behalf in relation to the Hazard Mitigation Grant Program and finds that the City Administrator should be given authorization to sign and/or execute said documents moving forward so as to not cause unnecessary delays in the process and acknowledging that the forms are all tied to the Grant Application and intended funding to assist with the Backup Generator for the Flood Plain Buyout 202 N Main.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the City Administrator to sign and/or execute all documents associated with the Hazard Mitigation Grant Program tied to the Grant Application and intended funding to assist with the Backup Generator for the Flood Plain Buyout 202 N Main, for the City of Monticello without further action of the City Council.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20th day of September, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 09/07/21
Preparer: Russell Farnum



Agenda Item: # 3
Agenda Date: 09/07/2021

Communication Page

Agenda Items Description: Airport Taxiway and Apron Extension Grant

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

Attachments & Enclosures:

Grant Agreement

Fiscal Impact:

Budget Line Item:	Airport
Budget Summary:	
Expenditure:	\$16,000
Revenue:	Future Hangar Leases

Synopsis: The State of Iowa DOT has approved a grant to build an apron and taxiway extension to the south of the current hangars to serve new hangar sites. At this time a new hangar is being proposed by Mark Stone, and this apron extension would provide service to that hangar, as well as future hangars in that area.

Background Information: This project is part of the Airport’s Capital Improvement Plan for construction in 2022. The construction cost is estimated at \$80,000; the State’s grant is for 80%, or \$64,000. The local match will be in the amount of 16,000. This amount is in the Airport Fund and designated for this project.

This project will also create additional revenue in the future for the Airport by opening up land for additional hangar lease pads.

A diagram showing this project is attached, as well as the grant cover letter and grant agreement.

Staff Recommendation: This is a great opportunity to provide necessary improvements for the future expansion of the Monticello Airport at a very low City share of the costs. Approval of the grant is recommended.

The City of Monticello, Iowa

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

RESOLUTION

Authorizing City Administrator to execute Iowa Department of Transportation Agreement for the Fiscal Year 2022 Airport Improvement Program between IDOT and the City of Monticello related to Taxiway and Apron Extension

WHEREAS, The City of Monticello is the owner of the Monticello Regional Airport, and

WHEREAS, The City of Monticello has supported major improvements and continued maintenance and renovation at/to the Monticello Regional Airport throughout the years, and

WHEREAS, The IDOT Aviation Division has funding available for distribution by way of a competitive "Airport Improvement Program" grant application, and

WHEREAS, The IDOT Aviation Division has recently approved the Grant Application submitted by the City of Monticello and has awarded a grant in the estimated amount of \$64,000, based upon total estimated project costs in the amount of \$80,000, and

WHEREAS, The City finds that the City Administrator should be authorized to sign the Grant Agreement upon its' receipt so that this project can move forward with immediate planning.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Monticello, Iowa does hereby authorize the City Administrator to execute the IDOT Airport Improvement Program Grant Agreement related to Taxiway and Apron Extension.

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 20th day of September, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



IOWA DOT

SMARTER | SIMPLER | CUSTOMER DRIVEN

www.iowadot.gov

Modal Transportation Bureau - Aviation

800 Lincoln Way | Ames, Iowa 50010

Phone: 515-239-1691

September 8, 2021,

Monticello Regional Airport
Russ Farnum
200 E First St
Monticello, IA 52310

Dear Russ:

Congratulations! The FY 2022 State Airport Development Program project you requested was approved for funding by the Iowa Transportation Commission on August 10, 2021. The Iowa DOT grant award is for **80%** of eligible costs up to a maximum state share of **\$64000** for the following project: **Taxiway and Apron Extension**.

Attached is an agreement between the airport sponsor and the Iowa Department of Transportation (Iowa DOT). The sponsor should review, sign, and email a signed copy to me. Hard copies are not required this year. Once received, we will sign and return one fully executed contract to the sponsor. You are authorized to begin your project **after** receiving the contract with both Iowa DOT and Sponsor signatures in place. **You have 90 days to sign the grant and return it to the Iowa DOT for our signature.** The 12-month requirement to have the project under contract remains in place. Any contracts not returned within the 90-day window may be cancelled.

Please review the agreement noting your required responsibilities and assurances, required affirmative action, targeted small business and audit requirements. If you will be requesting reimbursement for engineering services, you will need to provide me with a copy of the agreement. The Iowa DOT recommends that your engineering agreements are either lump sum, or cost plus with fixed overhead rate and maximum dollar amount. Any engineering agreement more than \$50,000 must have a pre-audit completed by the Iowa DOT. All engineering agreements that are paid with state funds are subject to a final audit. Please include state related nondiscrimination and targeted small business clauses in your agreements.

The project must be under obligation within 12 months. Please note that only expenses incurred on or after the Iowa DOT signature date on the agreement are eligible for reimbursement. Submit claims for reimbursement with copies of invoices, canceled checks or other documentation that the bills have been paid. Reimbursement will be in whole dollars, rounding down; however, the final reimbursement request may include any 'lost cents' up to the maximum grant amount. Reimbursement requests should be made in the same fiscal year that the work is completed. Reimbursement for work done near the end of a state fiscal year (June 30) must be requested by August 1.

A final acceptance form must be completed and submitted with the final claim for reimbursement. Required forms can be downloaded from the Aviation Web site at <http://www.iowadot.gov/aviation/managersandsponsors/forms.html>.

If you have any questions regarding this information, please call me at 515-239-1048. Good luck with your airport project!

Sincerely,

Shane Wright, C.M.
Program Manager

Enclosures

cc: Tamara Nicholson – Modal Transportation Bureau Director

**IOWA DEPARTMENT OF TRANSPORTATION
AGREEMENT
FOR THE FISCAL YEAR 2022
Airport Improvement Program**

This AGREEMENT is made between the Iowa Department of Transportation called the “Iowa DOT” and **City of Monticello**, hereafter the “SPONSOR”.

1.00 PURPOSE: The purpose of this agreement is to set forth terms, conditions and obligations for accomplishment of certain improvements at the **Monticello Regional Airport** hereafter the “Airport.”

Improvements shall consist of: **Taxiway and Apron Extension**, as more clearly defined in the project application.

It shall be referred to as the “Project” and shall be identified by
Project number: **9I220MXO100**
Contract number: **3381**

2.0 GENERAL PROVISIONS

2.01 The SPONSOR shall have 90 days to sign and return this agreement or the Iowa DOT reserves the right to revoke this grant.

2.02 The SPONSOR shall have the project under contract no later than 12 months after the date of the agreement or the Iowa DOT reserves the right to revoke this grant.

2.03 The Iowa DOT agrees to reimburse the SPONSOR **80%** of the eligible project costs, not to exceed the maximum amount payable of **\$64000**, incurred according to the terms of this agreement. Reimbursement will be made in whole dollar amounts only, rounded down. Final payment request may include documentation of unreimbursed amounts due to rounding, and final reimbursement will be made up to the contract amount in whole dollars.

2.04 All projects meeting the definition of public improvements shall follow the competitive bid and competitive quotation procedures for vertical infrastructure as identified in Chapter 26 of the Code of Iowa and 761 Iowa Administrative Code Chapter 180.

(<http://www.legis.state.ia.us/Rules/Current/iac/761iac/t180/t180.pdf>)

- Competitive bid procedures for all projects greater than \$139,000.
- Competitive quotation procedures for airport authorities and city sponsors with populations greater than 50,000 for projects between \$77,000 and \$139,000
- Competitive quotation procedures for airport authorities and city sponsors with population of 50,000 or less for projects between \$57,000 and \$139,000,
- Informal local procedures for projects less than the thresholds identified for competitive quotations.

The SPONSOR shall follow requirements of the Iowa Code Section 544A.18, 193B Iowa Administrative Code Chapter 5, Chapter 542B of the Code of Iowa, and 193C Administrative Code Chapter 1 to determine when professional engineering or architectural plans and

specifications must be used. The SPONSOR shall submit any plans, specifications and other contract documents to the Iowa DOT for its files.

- 2.05 Should the SPONSOR fail to comply with any Condition or Assurance provided herein, the Iowa DOT may withhold further payment and may require reimbursement of any or all payments made by the Iowa DOT toward accomplishment of the Project.
- 2.06 The Iowa DOT shall not waive any right of authority by making payments pursuant to this agreement, and such payments shall not constitute approval or acceptance of any part of the Project.
- 2.07 Neither the Department nor the Sponsor intend to create rights in, and shall not be liable to, any third parties by reason of this agreement.
- 2.08 If any provision of this agreement is held invalid, the remainder of this agreement shall not be affected thereby if such remainder would then continue to conform to applicable law and the intent of this agreement.
- 2.09 The Iowa DOT shall determine what costs charged to the project account are eligible for participation under the terms of this agreement and the SPONSOR shall bear all additional costs accepted and paid. Only those eligible costs incurred after this agreement is executed shall be reimbursed, unless the SPONSOR receives written notice from the Iowa DOT that the Sponsor has authority to incur costs.
- 2.10 Notwithstanding any other provisions of this agreement, the Iowa DOT shall have the right to enforce, and may require the SPONSOR to comply with, any and all Conditions and Assurances agreed to herein.
- 2.11 The Iowa DOT's obligations hereunder shall cease immediately, without penalty of further payment being required, in any year for which the General Assembly of the State of Iowa fails to make an appropriation or reappropriation to pay such obligations, and the Iowa DOT's obligations hereunder shall cease immediately without penalty of further payment being required at any time where there are not sufficient authorized funds lawfully available to the Iowa DOT to meet such obligations. The Iowa DOT shall give the SPONSOR notice of such termination of funding as soon as practicable after the Iowa DOT becomes aware of the failure of funding. In the event the Iowa DOT provides such notice, the SPONSOR may terminate this agreement or any part thereof.
- 2.12 The SPONSOR is the contracting agent and, as such, retains sole responsibility for compliance with local, state and federal laws and regulations related to accomplishment of the Project. The sponsor shall ensure compliance with Title VI of the Civil Rights Act of 1964, 78 STAT. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4, and all requirements imposed by or pursuant to the end that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving financial assistance from the Iowa DOT.

In accordance with Iowa Code Chapter 216, the SPONSOR shall not discriminate against any

person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability.

- 2.13 Funding will be available for reimbursement of the project for three years after the date of the agreement, unless appropriations are withdrawn under 2.10. Assurances in this agreement remain in full force and effect for a period of 20 years from the date of the agreement.
- 2.14 The SPONSOR agrees to indemnify, defend, and to hold the Iowa DOT harmless from any action or liability out of the design, construction, maintenance and inspection or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Iowa DOT's application review and approval process, plan and construction reviews, and funding participation.
- 2.15 In the case of any dispute concerning the terms of this agreement, the parties shall submit the matter to arbitration pursuant to the Iowa Code Chapter 679A. Either party has the right to submit the matter to arbitration after 10 days notice to the other party of the intent to seek arbitration. The written notice must include a precise statement of the dispute. The Iowa DOT and the SPONSOR agree to be bound by the decision of the appointed arbitrator. Neither party may seek any remedy with the State or Federal courts absent exhaustion of the provisions of this paragraph for arbitration.
- 2.16 Infrastructure and/or work products developed through this grant become the property of the SPONSOR and the SPONSOR's responsibility to maintain.
- 2.17 The attached Exhibit A, "Utilization of Targeted Small Business (TSB) Enterprises on Non-Federal Aid Projects (Third-Party State Assisted Projects)," will apply and is hereby made a part of this Agreement.

3.00 PROJECT CONDITIONS

- 3.01 The SPONSOR Agrees to:
 - (a) Let contracts according to provisions of Chapter 26 of the Iowa Code and preside at all public hearings occasioned by the Project.
 - (b) Contract for all professional and construction services as needed, submitting a copy of any engineering/consultant contract to the Iowa DOT. If the engineering/consultant agreement is more than \$50,000 and the sponsor will request state reimbursement for the engineering/consultant services, the agreement must be submitted to the Iowa DOT for pre-audit prior to execution of the agreement.
 - (c) Establish and maintain a project schedule and provide the schedule to the Iowa DOT.
 - (d) Obtain and provide the sales tax exemption certificates through the Iowa Department of Revenue and Finance to the successful bidder and any subcontractors to enable them to purchase qualifying materials for the project free of sales tax.
 - (e) Submit to the Iowa DOT a Request for Reimbursement form, copies of invoices, and proof of payment for reimbursement. Progress payments are allowed.
 - (f) Inspect work and equipment, test materials, and control construction to ensure that the design intent of the plans and specifications is achieved.
 - (g) Inform the Iowa DOT of construction completion and allow the Iowa DOT access to review the completed project.
 - (h) Certify satisfactory completion of the Project by resolution or signed final acceptance

form and provide a copy to the Iowa DOT.

- (i) Retain all records relating to project cost, including supporting documents, for a period of three (3) years following final payment by the Iowa DOT, and to make such records and documents available to Iowa DOT personnel for audit.
- (j) Ensure that applicable General Provisions and Project Conditions are included in any agreement between the SPONSOR and Engineer/Consultant.

4.00 SPECIAL PROVISIONS

4.01 None

5.00 SPONSOR ASSURANCES

By authorizing execution of this agreement the SPONSOR hereby certifies that:

- 5.01 It will not enter into any transaction which would operate to deprive it of any of the rights and powers necessary to perform any or all of the assurances made herein, unless by such transaction the obligation to perform all such covenants are assumed by another public agency found by the Iowa DOT to be eligible under the laws of the State of Iowa to assume such obligations and to have the power, authority, and financial resources to carry out all such obligations. If an arrangement is made for the management or operation of the Airport by any agency or person other than the SPONSOR or an employee of the SPONSOR, the SPONSOR will reserve sufficient rights and authority to insure that the Airport will be operated and maintained in accordance with these assurances. The SPONSOR retains responsibility for compliance with these assurances and all other provisions of this agreement, regardless of any arrangement for management or operation of the airport.
- 5.02 It will not dispose of or encumber its title or other interests in the site and facilities during the 20-year period of this agreement.
- 5.03 It will operate and maintain in a safe and serviceable condition the Airport and all facilities thereon and connected therewith which are necessary to service the aeronautical users of the Airport and will not permit any activity thereon which would interfere with its use for airport purposes.
- 5.04 Insofar as it is within its power and reasonable, the Sponsor will, either by the acquisition and retention of easements or other interests in or rights for the use of land or airspace and by the adoption and enforcement of zoning regulations, prevent the construction, erection, alteration, or growth of any structure, tree, or other object in the approach areas of the runways of the Airport, which would constitute an obstruction to air navigation according to the criteria or standards prescribed in Section 77.23 as applied to Section 77.25, Part 77, of the Federal Aviation Regulations. In addition, the Sponsor will not erect or permit the erection of any permanent structure or facility which would interfere materially with the use, operation, or future development of the Airport, or any portion of a runway approach area in which the Sponsor has acquired, or hereafter acquires.
- 5.05 It will operate and maintain the facility in accordance with the minimum standards as may be

required or prescribed by the Iowa DOT for the maintenance and operation of such facilities as identified in the Iowa Administrative Code 761-Chapter 720.10

5.06 It will operate the Airport as such for the use and benefits of the public. In furtherance of this covenant (but without limiting its general applicability and effect), the SPONSOR specifically agrees that it will keep the Airport open to all types, kinds, and classes of aeronautical use on fair and reasonable terms without unlawful discrimination between such types, kinds, and classes. The SPONSOR may establish such fair, equal, and not unjustly discriminatory conditions to be met by all users of the Airport as may be necessary for the safe and efficient operation of the airport. The SPONSOR may also prohibit or limit any given type, kind, or class of aeronautical use of the Airport if such action is necessary for the safe operation of the Airport or necessary to serve the civil aviation need of the public. It will operate the Airport on fair and reasonable terms, and without unjust discrimination.

5.07 The SPONSOR will keep up-to-date and provide to the Iowa DOT an airport layout plan. The SPONSOR will not make or permit the making of any changes or alterations in the Airport or any of its facilities other than in conformity with the airport layout plan, if such changes or alterations might adversely affect the safety, utility, or efficiency of the Airport.

6.00 EXECUTION OF THE AGREEMENT. By resolution made a part of this agreement the SPONSOR authorized the undersigned to execute this agreement.

Signed this _____ day of _____, _____, on behalf of the SPONSOR.

By: _____ Attested: _____

Title: _____ Title: _____

Signed this _____ day of _____, _____, on behalf of the Iowa Department of Transportation.

By: _____
Tamara Nicholson
Director
Modal Transportation Bureau

Exhibit A

CONTRACT PROVISION

Targeted Small Business (TSB) Affirmative Action Responsibilities on Non-Federal Aid Projects (Third-Party State-Assisted Projects)

September 2020

ROVISION
Targeted Small Business (TSB) Affirmative Action Responsibilities
on Non-Federal-aid Projects (Third-party State-Assisted Projects)

1. TSB DEFINITION

A TSB is a small business, as defined by Iowa Code Section 15.102(10), which is 51% or more owned, operated and actively managed by one or more women, minority persons, service-disabled veterans or persons with a disability provided the business meets all of the following requirements: is located in this state, is operated for profit and has an annual gross income of less than 4 million dollars computed as an average of the three preceding fiscal years.

2. TSB REQUIREMENTS

In all State-assisted projects made available through the Iowa Department of Transportation, local governments have certain affirmative action requirements to encourage and increase participation of disadvantaged individuals in business enterprises. These requirements are based on Iowa Code Section 19B.7. These requirements supersede all existing TSB regulations, orders, circulars and administrative requirements.

3. TSB DIRECTORY INFORMATION

Available from: Iowa Economic Development Authority Targeted
Small Business Certification Program 1963 Bell
Avenue, Suite 200

Des Moines, IA 50315 Phone:
(515-348-6159)

Website: <https://iowaeconomicdevelopment.com/tsb>

4. THE CONTRACTOR'S TSB POLICY

The contractor is expected to promote participation of disadvantaged business enterprises as suppliers, manufacturers and subcontractors through a continuous, positive, result-oriented program. Therefore, the contractor's TSB policy shall be:

It is the policy of this firm that Targeted Small Business (TSB) concerns shall have the maximum practical opportunity to participate in contracts funded with State-assisted funds which are administered by this firm (e.g. suppliers, manufacturers and subcontractors). The purpose of our policy is to encourage and increase the TSB participation in contracting opportunities made available by State-assisted programs.

5. CONTRACTORS SHALL APPOINT AN EQUAL EMPLOYMENT OPPORTUNITY (EEO) OFFICER

The contractor shall designate a responsible person to serve as TSB officer to fulfill the contractor's affirmative action responsibilities. This person shall have the necessary statistics, funding, authority and responsibility to carry out and enforce the firm's EEO policy. The EEO officer shall be responsible for developing, managing and implementing the program on a day-to-day

basis. The officer shall also:

- A. For current TSB information, contact the Iowa Economic Development Authority (515-348-6159) to identify potential material suppliers, manufacturers and contractors.

TSB Affirmative Action Responsibilities

- A. Make every reasonable effort to involve TSBs by soliciting quotations from them and incorporating them into the firm's bid.
- B. Make every reasonable effort to establish systematic written and verbal contact with those TSBs having the materials or expertise to perform the work to be subcontracted, at least two weeks prior to the time quotations are submitted. Maintain complete records of negotiations efforts.
- C. Provide or arrange for assistance to TSBs in seeking bonding, analyzing plans/specifications or other actions that can be viewed as technical assistance.
- D. Ensure the scheduled progress payments are made to TSBs as agreed in subcontract agreements.
- E. Require all subcontractors and material suppliers to comply with all contract equal opportunity and affirmative action provisions.

6. COUNTING TSBs PARTICIPATION ON A PROJECT

TSBs are to assume actual and contractual responsibilities for provision of materials/supplies, subcontracted work or other commercially useful function.

A. The bidder may count:

- 1) Planned expenditures for materials/supplies to be obtained from TSB suppliers and manufacturers; or
- 2) Work to be subcontracted to a TSB; or
- 3) Any other commercially useful function.

B. The contractor may count:

- 1) 100% of an expenditure to a TSB manufacturer that produces/supplies goods manufactured from raw materials.
- 2) 60% of an expenditure to TSB suppliers that are not manufacturers; provided the suppliers perform a commercially useful function in the supply process.
- 3) Only those expenditures to TSBs that perform a commercially useful function in the work of a contract, including those as a subcontractor.
- 4) Work the Contracting Authority has determined that it involves a commercially useful function. The TSB must have a necessary and useful role in the transaction of a kind for which there is a market outside the context of the TSB program. For example, leasing equipment or purchasing materials from prime contractor would not count.

7. REQUIRED DATA, DOCUMENTS AND CONTRACT AWARD PROCEDURES FROM BIDDERS/CONTRACTORS FOR PROJECTS WITH ASSIGNED GOALS

A. Bidders

Bidders who fail to demonstrate reasonable positive efforts may be declared ineligible to be awarded the contract. Bidders shall complete the bidding documents plus a separate form called "TSB Pre-Bid Contact Information". This form includes:

- 1) Name(s) of the TSB(s) contacted regarding subcontractable items.
- 2) Date of the contract.
- 3) Whether or not a TSB bid/quotation was received.
- 4) Whether or not the TSB's bid/quotation was used.
- 5) The dollar amount proposed to be subcontracted.

B. Contractors Using Quotes From TSBs

Use those TSBs whose quotes are listed in the "Quotation Used in Bid" column along with a "yes" indicated on the Pre- BID Contract Information Form.

C. Contractors NOT Using Quotes From TSBs

If there are no TSBs listed on the Pre-bid Contact Information Form, then the contractor shall document all efforts made to include TSB participation in this project by documenting the following:

- 1) What pre-solicitation or pre-bid meetings scheduled by the contracting authority were attended?
- 2) Which general news circulation, trade associations and/or minority-focused media were advertised concerning the subcontracting opportunities?
- 3) Were written notices sent to TSBs that TSBs were being solicited and was sufficient time allowed for the TSBs to participate effectively?
- 4) Were initial solicitations of interested TSBs followed up?
- 5) Were TSBs provided with adequate information about the plans, specifications and requirements of the contract?
- 6) Were interested TSBs negotiated with in good faith? If a TSB was rejected as unqualified, was the decision based on an investigation of their capabilities?
- 7) Were interested TSBs assisted in obtaining bonding, lines of credit or insurance required by the contractor?
- 8) Were services used of minority community organization, minority contractors' groups; local State and Federal minority business assistance offices or any other organization providing such assistance.

The above documentation shall remain in the contractor's files for a period of three (3) years after the completion of the project and be available for examination by the Iowa Economic Development Authority.

8. POSITIVE EFFORT DOCUMENTATION WHEN NO GOALS ARE ASSIGNED

Contractors are also required to make positive efforts in utilizing TSBs on all State-assisted projects which are not assigned goals. Form 730007, "TSB Pre-bid Contact Information" is required to be submitted with bids on all projects. If there is no TSB participation, then the contractor shall comply with section 7C of this document prior to the contract award. Form 730007 can be found here: <https://forms.iowadot.gov/FormsMgt/External/730007.doc>

Contractor _____

Page# _____

Project# _____

TARGETED SMALL BUSINESS (TSB)
PRE-BID CONTACT INFORMATION

County _____

City _____

(To Be Completed By All Bidders per the Current Contract Provision)

In order for your bid to be considered responsive, you are required to provide information on this form showing your Targeted Small Business contacts made with your bid submission. This information is subject to verification and confirmation.

In the event it is determined that the Targeted Small Business goals are not met, then before awarding the contract, the Contracting Authority will make a determination as to whether or not the apparent successful low bidder made good faith efforts to meet the goals.

NOTE: Every effort shall be made to solicit quotes or bids on as many subcontractable items as necessary to achieve the established goals. If a TSB's quote is used in the bid, it is assumed that the firm listed will be used as a subcontractor.

TABLE OF INFORMATION SHOWING BIDDERS PRE-BID
TARGETED SMALL BUSINESS (TSB) CONTACTS

SUBCONTRACTOR	TSB	DATES CONTACTED	QUOTES RECEIVED		QUOTATION USED IN BID	
			YES/ NO	DATES CONTACTED	YES/ NO	DOLLAR AMT. PROPOSED TO BE SUBCONTRACTED

Total dollar amount proposed to be subcontracted to TSB on this project \$_____.

List items by name to be subcontracted:

**UTILIZATION OF TARGETED SMALL BUSINESS (TSB) ENTERPRISES
ON NON-FEDERAL AID PROJECTS
(THIRD-PARTY STATE-ASSISTED PROJECTS)**

In accordance with Iowa Code Section 19B.7, it is the policy of the Iowa Department of Transportation (Iowa DOT) that Targeted Small Business (TSB) enterprises shall have the maximum practicable opportunity to participate in the performance of contracts financed in whole or part with State funds.

Under this policy the Recipient shall be responsible to make a positive effort to solicit bids or proposals from TSB firms and to utilize TSB firms as contractors or consultants. The Recipient shall also ensure that the contractors or consultants make positive efforts to utilize TSB firms as subcontractors, subconsultants, suppliers, or participants in the work covered by this agreement.

The Recipient's "positive efforts" shall include, but not be limited to:

1. Obtaining the names of qualified TSB firms from the Iowa Economic Development Authority (515-725-3132) or from its website at: <https://www.iowa.gov/tsb/index.php/home>.
2. Notifying qualified TSB firms of proposed projects involving State funding. Notification should be made in sufficient time to allow the TSB firms to participate effectively in the bidding or request for proposal (RFP) process.
3. Soliciting bids or proposals from qualified TSB firms on each project, and identifying for TSB firms the availability of subcontract work.
4. Considering establishment of a percentage goal for TSB participation in each contract that is a part of this project and for which State funds will be used. Contract goals may vary depending on the type of project, the subcontracting opportunities available, the type of service or supplies needed for the project, and the availability of qualified TSB firms in the area.
5. For construction contracts:
 - a) Including in the bid proposals a contract provision titled "TSB Affirmative Action Responsibilities on Non-Federal Aid Projects (Third-Party State-Assisted Projects)" or a similar document developed by the Recipient. This contract provision is available on-line at:

http://www.dot.state.ia.us/local_systems/publications/tsb_contract_provision.pdf
 - b) Ensuring that the awarded contractor has and shall follow the contract provisions.
6. For consultant contracts:
 - a) Identifying the TSB goal in the Request for Proposal (RFP), if one has been set.
 - b) Ensuring that the selected consultant made a positive effort to meet the established TSB goal, if any. This should include obtaining documentation from the consultant that includes a list of TSB firms contacted; a list of TSB firms that responded with a subcontract proposal; and, if the consultant does not propose to use a TSB firm that submitted a subcontract proposal, an explanation why such a TSB firm will not be used.

The Recipient shall provide the Iowa DOT the following documentation:

1. Copies of correspondence and replies, and written notes of personal and/or telephone contacts with any TSB firms. Such documentation can be used to demonstrate the Recipient's positive efforts and it should be placed in the general project file.
2. Bidding proposals or RFPs noting established TSB goals, if any.
3. The attached "Checklist and Certification." This form shall be filled out upon completion of each project and forwarded to: Iowa Department of Transportation, Civil Rights Coordinator, Office of Employee Services, 800 Lincoln Way, Ames, IA 50010.

CHECKLIST AND CERTIFICATION
For the Utilization of Targeted Small Businesses (TSB)
On Non-Federal-aid Projects (Third-Party State-Assisted Projects)

Recipient: _____ Project Number: _____

County: _____ Agreement Number: _____

1. Were the names of qualified TSB firms obtained from the Iowa Department of Inspections and Appeals? YES NO
If no, explain _____

2. Were qualified TSB firms notified of project? YES NO
If yes, by letter, telephone, personal contact, or other (specify) _____
If no, explain _____

3. Were bids or proposals solicited from qualified TSB firms? YES NO
If no, explain _____

4. Was a goal or percentage established for TSB participation? YES NO
If yes, what was the goal or percentage? _____
If no, explain why not: _____

5. Did the prime contractor or consultant use positive efforts to utilize TSB firms on subcontracts? YES NO
If no, what action was taken by Recipient? _____
Is documentation in files? YES NO

6. What was the dollar amount reimbursed to the Recipient from the Iowa Department of Transportation? \$ _____
What was the final project cost? \$ _____
What was the dollar amount performed by TSB firms? \$ _____

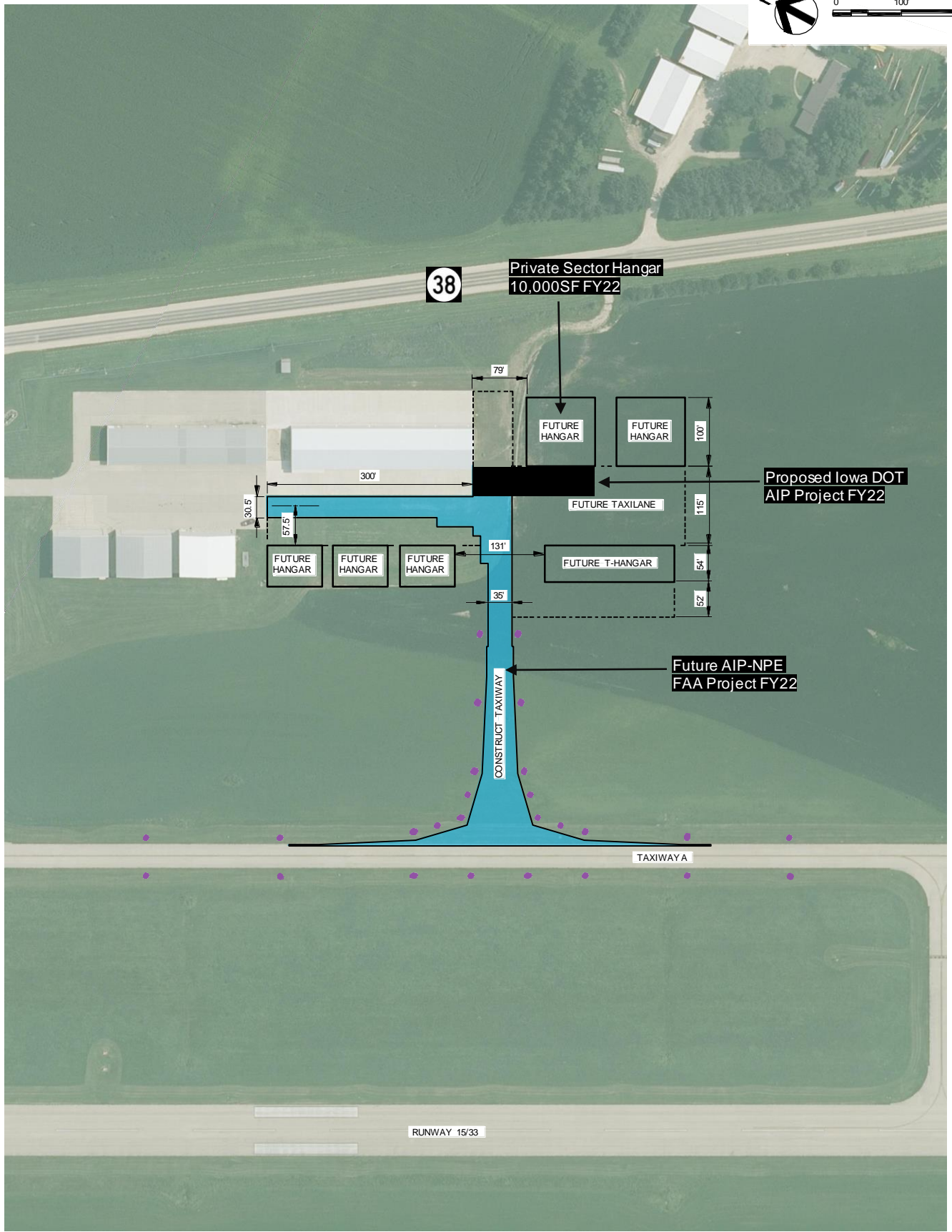
Name(s) and address(es) of the TSB firm(s) _____
(Use additional sheets if necessary)

Was the goal or percentage achieved? YES NO
If no, explain _____

As the duly authorized representative of the Recipient, I hereby certify that the Recipient used positive efforts to utilize TSB firms as participants in the State-assisted contracts associated with this project.

Title

Signature



CONSTRUCT TAXIWAY

MONTICELLO REGIONAL AIRPORT
MONTICELLO, IOWA

DATE
14 April 2021
EXHIBIT NO.
EXHIBIT 1

City Council Meeting
Prep. Date: 9/13/2021
Preparer: Britt Smith



Agenda Item: # 04
Agenda Date: 9/20/2021

Communication Page

Agenda Items Description: Resolution to approve a plan for sidewalk infill along North Birch 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: Approval of proposed sidewalk infill on North Birch Street for properties 701, 703, 705, 707, 709, 711, and 713 North Birch Street.

Background Information: Resident Charlie Becker, who resides at 713 North Birch Street has proposed a sidewalk infill project at his own expense that allow his grandson who resides at 703 North Birch Street to travel back and forth from their properties in his wheel chair by way of sidewalk. Additionally, the sidewalk will extend the length of 701 North Birch which will allow a connection to the west end of 7th Street and the continuous sidewalk that accesses the rest of the community. Currently there is no sidewalk along this stretch of roadway and the installation will allow for safer pedestrian travel.

As previously mentioned, this infill project will be funded by Becker except for the 2 sidewalk approaches which are traditionally always paid by the City with the installation of the ADA access pads.

Becker has communicated his intentions with all the adjacent property owners, with the exception of 1, who refuses to allow Becker to install the sidewalk. Elizabeth Bartels who resides at 707 North Birch Street, declined to participate. To avoid conflict Becker has proposed creating sidewalk approaches on either side of the Bartels property to direct pedestrians into the street to go around the Bartels property.

I have concerns regarding the City's liability and the installation of sidewalk approaches that direct pedestrians into the street to bypass a property. The City does have the authority to require the installation of sidewalk:

136.09 SIDEWALK CONSTRUCTION ORDERED.

The Council may order the construction of permanent sidewalks upon any street or court in the City and may specially assess the cost of such improvement to abutting

property owners in accordance with the provisions of Chapter 384 of the Code of Iowa.

(Code of Iowa, Sec. 384.38)

The sidewalk will be installed at a continuous 5' width as 1 homeowner, Gary Schwandt, desired the sidewalk to be wide enough to allow his utility tractor to clear the snow. The sidewalk will follow a 4' setback from the curb line. ACE Concrete has been the contractor Becker has coordinated to perform the work if approved.

The council would need to make the following decisions:

1. Direct staff to communicate with Bartels that the installation will be required and done so at Becker's expense
2. Permit the installation of the sidewalk approaches to the street which would bypass 707 North Birch Street.
3. Deny the infill project in its entirety.

I have attached maps with the infill locations highlighted.

Staff Recommendation: I recommend that the Council consider the options and provide staff with direction.

The City of Monticello, Iowa

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

RESOLUTION #2021-

Resolution to approve a plan for sidewalk infill along North Birch Street

WHEREAS, the City Council of the City of Monticello approved the creation of a Sidewalk Committee to review current City Code, practices, and proposed policies generally related to the installation, maintenance, and infill of sidewalks in Monticello, and

WHEREAS, the Police Chief has presented the City Council with a recommendation in regard to the of proposed sidewalk infill on North Birch Street for properties 701, 703, 705, 707, 709, 711, and 713 North Birch Street, and

WHEREAS, the resident, Charlie Becker, who resides at 713 North Birch Street has proposed a sidewalk infill project at his own expense that allow his grandson who resides at 703 North Birch Street to travel back and forth from their properties in his wheel chair by way of sidewalk. The sidewalk will extend the length of 701 North Birch which will allow a connection to the west end of 7th Street and the continuous sidewalk that accesses the rest of the community.

WHEREAS, the Council finds that sidewalks recommended for installation should be installed, that the installation of same is in the best interests of the City and would serve all residents of the community and particularly those that live in the area of the new sidewalks, and based thereon finds that the recommendations should be approved.

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Monticello, Iowa does hereby approve of the recommendations of the Police Chief to the City Council, and directs City Staff to work with the property owners to see to the installation of the proposed sidewalks as recommended and as approved herein.

IN TESTIMONY WHEREOF, I subscribe my name and affix the Great Seal for the City of Monticello, Iowa on this 20th day of September, 2021.

Brain Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

0221177004

0221177005

0221177006

0221177005



BARTELS, ELIZABETH C (Deed)
707 N BIRCH ST
Value \$109,620

View: [Parcel Report](#) | [Soil Report](#)



City Council Meeting
Prep. Date: 09/15/21
Preparer: Russell Farnum



Agenda Item: # 05
Agenda Date: 09/20/2021

Communication Page

Agenda Items Description: HyVee Dollar Fresh Site Plan Approval

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

Attachments & Enclosures:

Resolution
P&Z Packet
Site Plans and information

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: BR3 Development has petitioned for final site plan approval for the HyVee Dollar Fresh project at the northeast corner of First Street and Main Street.

* Please note, for convenience Staff has only attached key pages from the plan sets. If you would like the full set, please let me know. The Developer has provided color photos and a building material sample as well.

Background Information: BR3 Development is underway with the redevelopment of the property at the northeast corner of First Street and Main Street. The project has been extensively discussed, as the City has already approved rezoning, a development agreement, and a TIF amendment for this property. The City Council gave initial approval of the project with the approval of the Development Agreement at the March 1, 2021 meeting and subsequent actions. The building elevations and site plan details were not ready for approval at the time of the earlier actions by the City.

This is the final action in the approval of the redevelopment, providing site plan and building approval in accordance with Chapter 177.03 of the Municipal Code. The developer has provided all of the required information, and earlier submittals were already received and reviewed by City Staff and the City Engineer. The plans have since been revised to address all of the concerns that were raised in the prior review.

The project complies with all City requirements with one note, the number of parking spaces proposed is less than the Zoning Ordinance requires. However, there is land set aside for additional parking that could be built in the future if it is necessary. The City requirements are Per Chapter 165.41, Section 1 A, the Planning and Zoning Board can waive the parking requirements. In this case, the waiver of the specific requirements in lieu of the 129 parking stalls proposed, plus the potential expansion of an

additional 38 stalls for the future, will be more than adequate to service the property without impacting surrounding uses.

The building will be finished in architectural steel panels that have stucco finish. The predominant color is a gray/taupe color with a highlight band in a little darker tone. Similar finishes are found on all four sides of the building, although the front is highlighted with the entry feature, sign band, and a nice band of large windows.

The only sign on the exterior of the building is the Dollar Fresh wall sign over the front door. This brand uses no ground sign or other wall signs.

More details are discussed and included with the attached Communication Page for the Planning and Zoning meeting. The Planning and Zoning Board reviewed this project on September 14, and recommended approval with the parking waiver, by a vote of 4-0.

Staff Recommendation: Approval of the Site Plan, with the parking waiver, is recommended.

The City of Monticello, Iowa

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

RESOLUTION #

Resolution to approve Dollar Fresh Site Plan

WHEREAS, BR3 Development has presented the Dollar Fresh retail store Site Plan for review and consideration, and

WHEREAS, The proposed Site Plan has been reviewed by the City Engineer, City staff and the Planning and Zoning Board, and

WHEREAS, The Planning & Zoning Board recommended the approval of the site plan with the understanding that the Developer will continue to work with and follow the recommendations of the City Engineer and Public Works Director with regard to development infrastructure sizing, location, and installation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Dollar Fresh Site Plan subject to the requirement that the Developer will continue to work with and follow the recommendations of the City Engineer and Public Works Director with regard to development infrastructure sizing, location, and installation.

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 20th day of September, 2021.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City of Monticello, Iowa

Meeting: Meeting of the Monticello Planning & Zoning Board
Date/Time: September 14, 2021 at 5:30 P.M.
Place: Monticello Renaissance Center, 220 East First Street, Monticello, Iowa

Commissioner: Nick Sauser	Mayor: Brian Wolken
Commissioner: Wayne Peach	City Administrator: Russ Farnum
Commissioner: Gary “Butch” Pratt	Deputy City Clerk: Cheryl Clark
Commissioner: Trint Adams	Public Works: Nick Kahler
Commissioner: Joe Tuetken	City Engineer: Patrick Schwickerath
City Council Liaison: Dave Goedken	

- * **Call to Order – 5:30 P.M.**
- * Pledge of Allegiance
- * Roll Call
- * Agenda Addition/Agenda Approval
- * **Approval** of Planning & Zoning Board Minutes August 24, 2021

Open Forum: If you wish to address the Planning & Zoning Board on subjects pertaining to today’s meeting agenda, please wait until that item on the agenda is reached. If you wish to address the Board on an item **not** on the agenda, please be recognized by the chairman, approach the lectern, and give our name and address for the public record before discussing your item.

Agenda Item(s):

1. **Approval** of the Final Plans for a new Dollar Fresh retail store at the NE Corner of Main and First Street (BR3 Development).

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.

www.ci.monticello.ia.us

Posted: September 10, 2021 at 3:45 P.M.

Planning & Zoning Commission Meeting
Council Chambers
August 24, 2021
5:30 p.m.

Commissioner Trint Adams called the meeting to order at 5:30 p.m. The Pledge of Allegiance was recited by all. The following members were present: Trint Adams, Wayne Peach, Gary “Butch” Pratt and Joe Tuetken. Also present were City Administrator Russ Farnum and Deputy City Clerk Cheryl Clark.

Pratt moved to approve the agenda; Peach seconded. Ayes: All present. Carried.

Tuetken moved to approve the minutes of the May 11, 2021 meeting; Pratt seconded. Ayes: All present. Carried.

No one appeared for Open Forum.

Farnum reported that the final plats of Northridge 3rd and 4th Additions are for the mini-storage area and a larger five-acre parcel. Farnum met with the City Engineer and there were no outstanding issues for Northridge 3rd Addition. City Council Liaison Dave Goedken arrived. Peach motioned to recommend approval of the Final Plat of Northridge 3rd Addition, Pratt seconded. Ayes: All present. Carried.

Farnum reported that the draft of Northridge 4th Addition was previously reviewed and there are two lots on Northridge Drive that can be formally platted. Farnum stated that the sewer is on the private side of Lot #2, so a sanitary easement would have to be added before recording in case it ever had to be excavated. Jeff Hinrichs was present and questioned if there is a manhole on the property and Farnum stated there is. Hinrichs stated it was a cul-de-sac and Goedken stated it was once designated to be a commercial area. Motioned by Prat, seconded by Peach to recommend approval of the Final Plat of Northridge 4th Addition. Ayes: All present. Carried.

Moved by Peach and seconded by Pratt to adjourn at 5:37 p.m. Ayes: All present. Carried.

Trint Adams, Commissioner

Cheryl Clark, Deputy City Clerk

City Council Meeting
Prep. Date: 09/08/21
Preparer: Russell Farnum



Agenda Item: #
Agenda Date: 09/14/2021

Communication Page

Agenda Items Description: Approval of Dollar Fresh Final Plans, BR3 Development

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

Attachments & Enclosures:

Plans, Building Elevations

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: BR3 Development has submitted the final engineering plans and building plans for the HyVee Dollar Fresh project for review and approval, in accordance with Chapter 177.03 of the Municipal Code.

* Please note, for convenience Staff has only attached key pages from the plan sets. If you would like the full set, please let me know. The Developer will bring color photos and building material samples to the meeting.

Background Information: BR3 Development has proposed redevelopment of the northeast corner of Main and First Streets with a new Dollar Fresh grocery store. The project has been extensively discussed, as the City has already approved rezoning, a development agreement, and a TIF amendment for this property. The building elevations and site plan details were not ready for approval at the time of the earlier actions by the City.

The developer has provided all of the required information, and earlier submittals were already received and reviewed by City Staff and the City Engineer. The plans have since been revised to address nearly all of the concerns that were raised in the prior review.

The property is zoned commercial, although the north half of the property is zoned C-2 Commercial, and the south half is zoned C-1. Both districts allow the construction of a grocery store.

The gross area of the building is 27,400 square feet, with a net retail floor of about with 129 parking stalls. The building will be finished in architectural steel panels that have stucco finish. The predominant color is a gray/taupe color with a highlight band in a little darker tone. Similar finishes are found on all four sides of the building, although the front is highlighted with the entry feature, sign band, and a nice band of large windows.

The only sign on the exterior of the building is the Dollar Fresh wall sign over the front door. This brand uses no ground sign or other wall signs.



The parking lot is sized appropriately for the use, and has space for future additional parking if it is ever needed. The parking provided, however, does not meet the City's code in the C-2 District, which requires 1 parking stall for every 150 square feet of store area. This equates to 6.67 stalls per 1000 square feet, which is an enormous requirement. Commonly codes require a minimum of 3 or 4 per 1000 square feet. The parking provided here is 4.69 stalls per 1000 square feet, which is more than sufficient, and an additional 38 stalls in reserve would provide 6 parking spots per 1000 square feet.

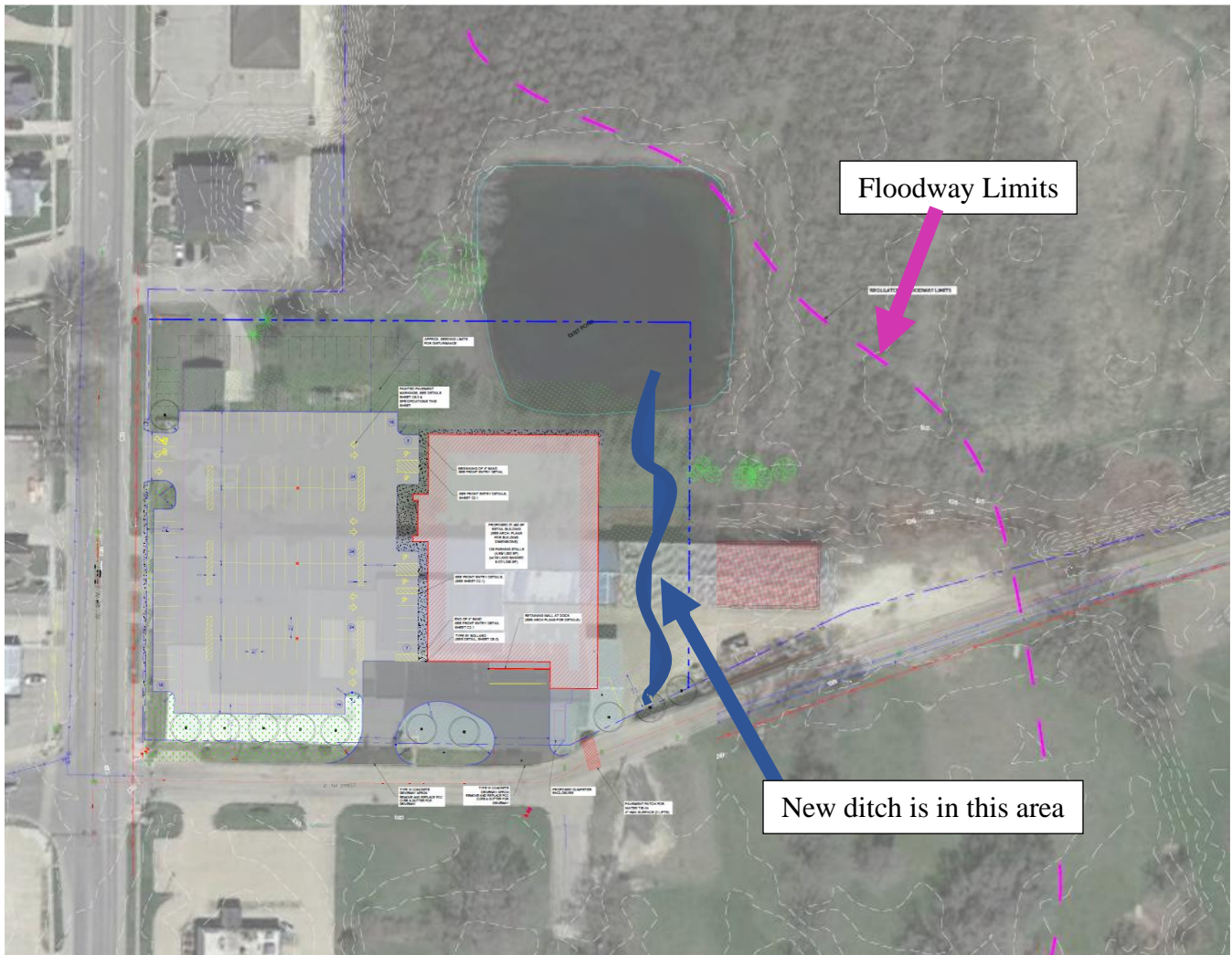
Per Chapter 165.41, Section 1 A, the Planning and Zoning Board can waive the parking requirements. In this case, the waiver of the specific requirements in lieu of the 129 parking stalls proposed, plus the potential expansion of an additional 38 stalls for the future, should be more than adequate to service the property without impacting surrounding uses.

The parking lot includes perimeter landscaping areas that will include tree plantings along the First Street frontage. A larger parkway with full sidewalk will be along the Main Street frontage. Eleven shade trees will be provided in total. The driveway entrances are near the north end of the parking lot on Main Street, and about 200 feet east of Main Street along First Street. The First Street drive also provides access to the truck docks for deliveries.

The parking lot lighting plan shows the overall average lighting levels at 2.2 footcandles. This is a very reasonable lighting level and will provide more than adequate lighting without being overly bright.

The dumpster enclosure is at the east end of the building between the loading dock and First Street. This is proposed to be enclosed, with the details on Sheet C6.0. The dumpster enclosure will be a Trex Composite material in woodland brown.

The flood plain is a sensitive issue in this area. The construction was planned carefully to avoid the floodway and have no impact upon the flooding levels in the drainage basin. In fact, additional areas were lowered to offset the land that was filled, to provide additional storage for flood waters on the property. The majority of the work on the site is outside of the regulatory flood plain limits as outlined on the map below:



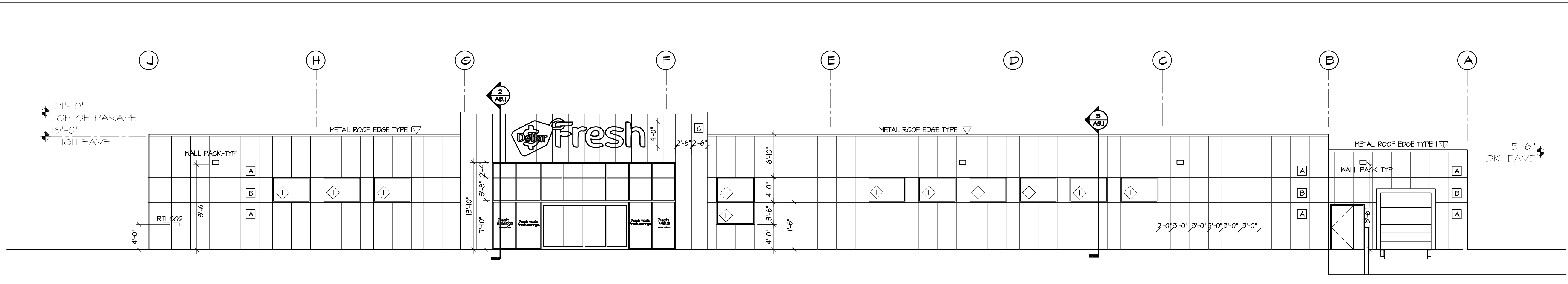
For reference, the new “ditch” that was cut on the site, will be just behind the proposed new building on the far east side of the property.

Staff Recommendation:

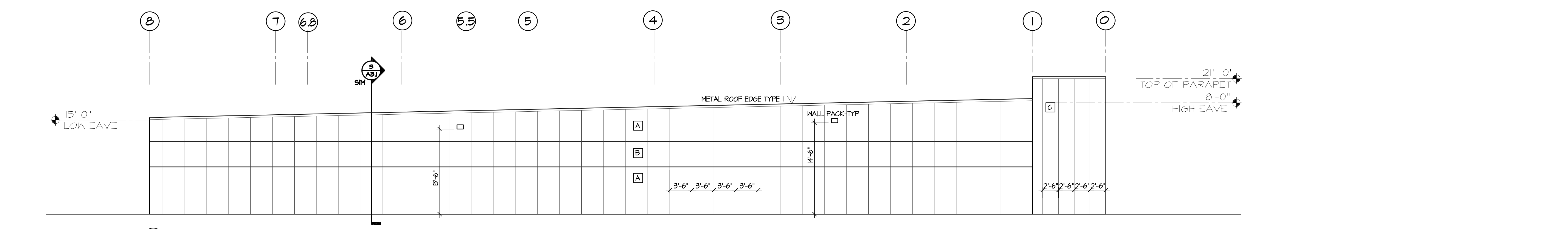
This project has been reviewed by Staff and the revisions have been corrected. Approval is recommended.

INSULATED METAL PANEL WALL LEGEND
 PANEL WIDTHS AS NOTED ON ELEVATIONS
 ALL WEATHER INSULATED METAL PANELS BASED ON METL SPAN VERTICAL SANTA FE STYLE 3" THICK PANELS
 [A] COLOR TO BE SELECTED BY HY-VEE
 [B] PAINTED BAND ON PANEL A. COLOR TO BE MATCHED TO PANEL C
 [C] COLOR TO BE SELECTED BY HY-VEE
 ROOF EDGE AND FLASHINGS TO MATCH PANEL C COLOR
 GUTTERS AND DOWNSPOUTS TO MATCH PANEL C COLOR

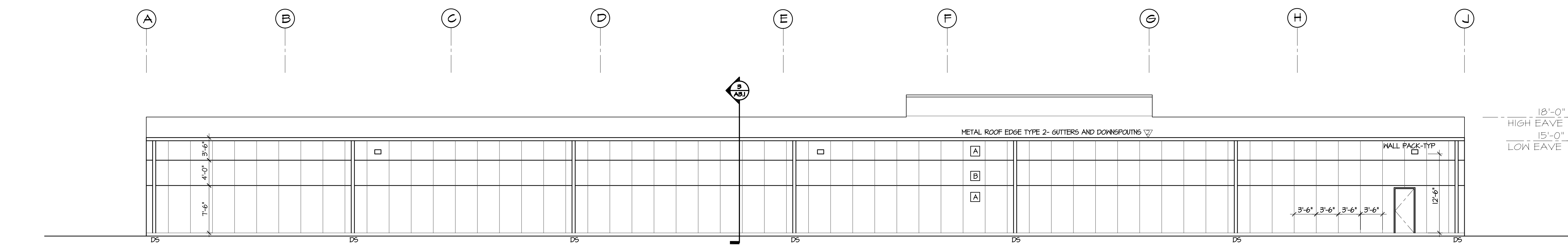
GLASS & GLAZING LEGEND
 [1] VISION GLASS: 1" CLEAR ANNEALED INSULATED GLASS, LOW-E COATING ON #5 SURFACE
 [2] VISION GLASS: 1" CLEAR TINTED INSULATED GLASS, LOW-E COATING ON #5 SURFACE
 [3] NOT USED
 [4] VISION GLASS: 5/8" CLEAR TEMPERED INSULATED GLASS, LOW-E COATING ON #5 SURFACE



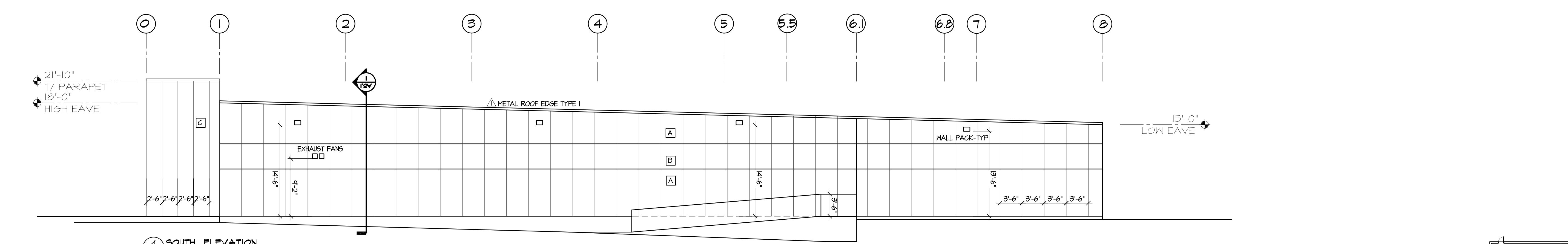
1 WEST ELEVATION
 A6.0 SCALE: 1/8"=1'-0"



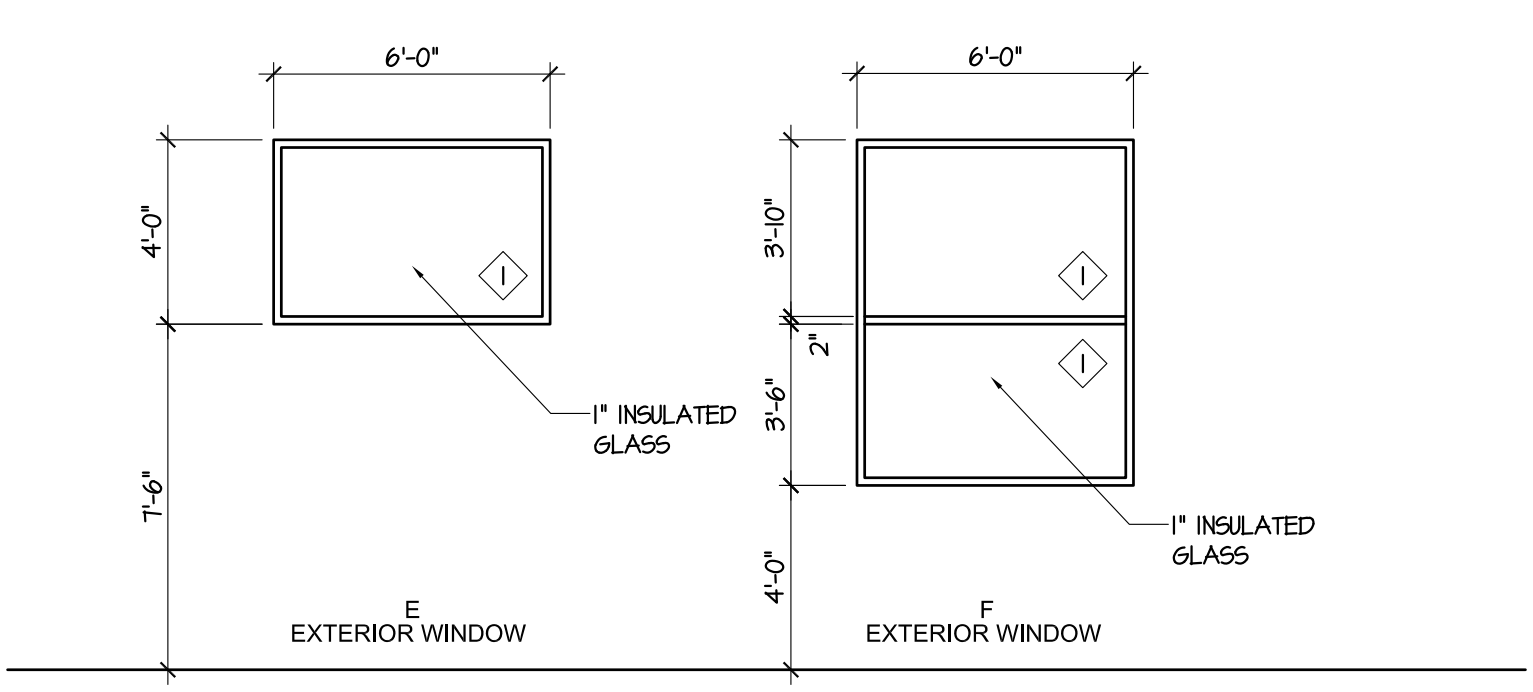
2 NORTH ELEVATION
 A6.0 SCALE: 1/8"=1'-0"



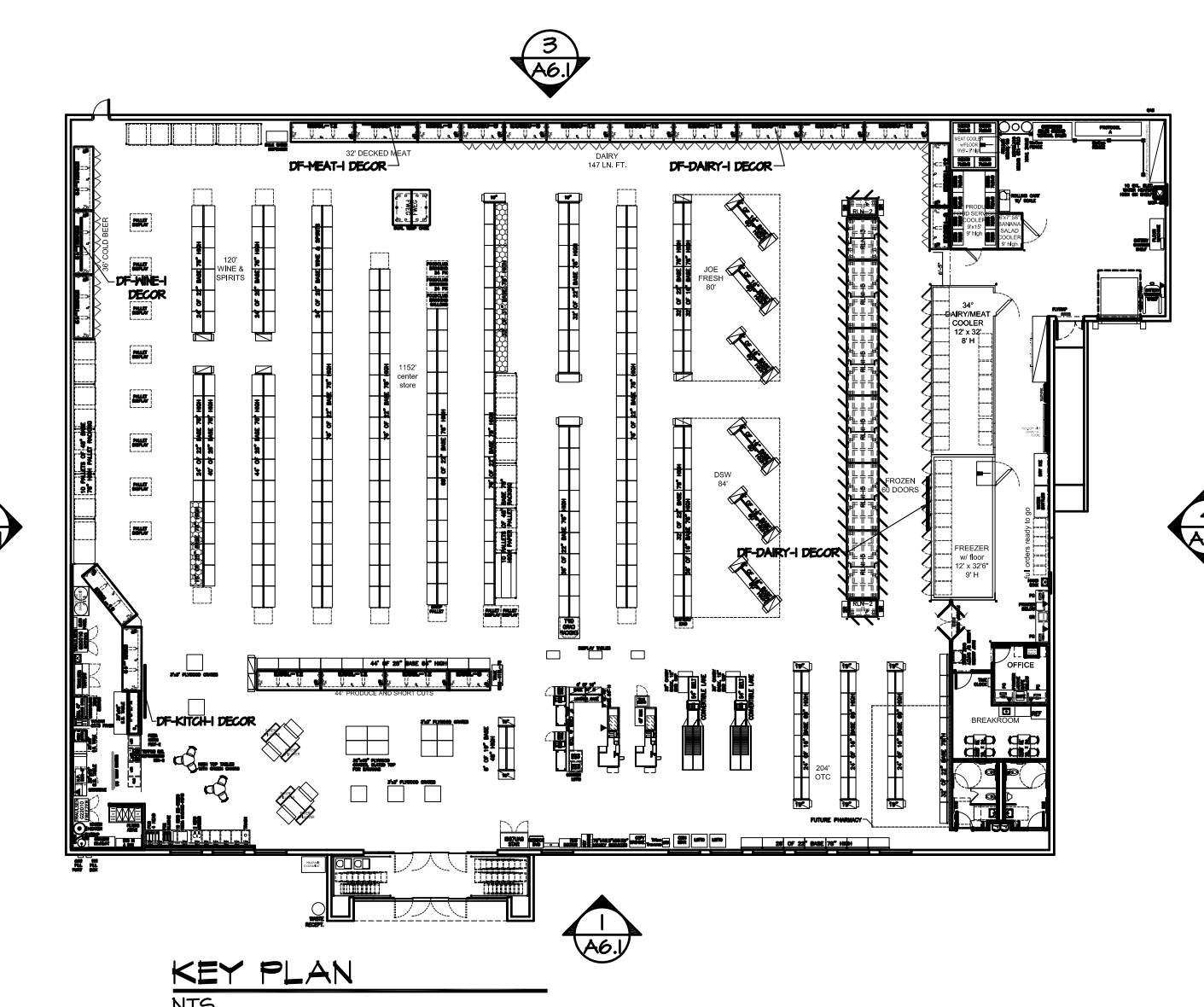
3 EAST ELEVATION
 A6.0 SCALE: 1/8"=1'-0"



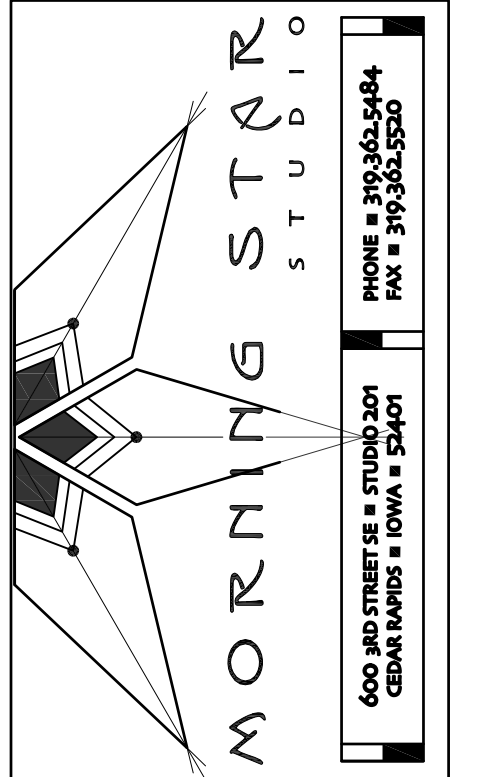
4 SOUTH ELEVATION
 A6.0 SCALE: 1/8"=1'-0"



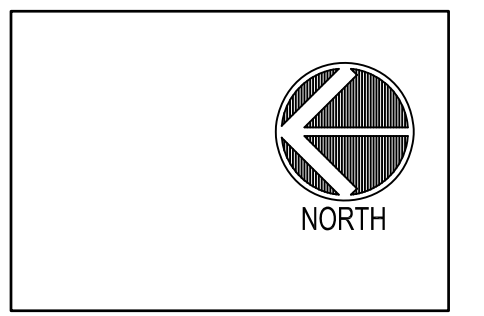
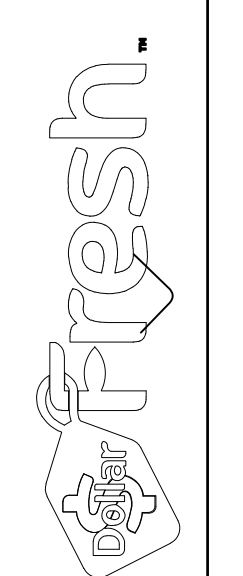
4 FRAME ELEVATIONS
 A6.0 SCALE: 1/4"=1'-0"



KEY PLAN
 NTS



DOLLAR FRESH MONTICELLO, IOWA
 HY-VEE, INC.
 8820 WEST TOWN PARKWAY
 WEST DES MOINES, IOWA 50266
 TELEPHONE: (515) 267-2800
 FAX: (515) 267-2835

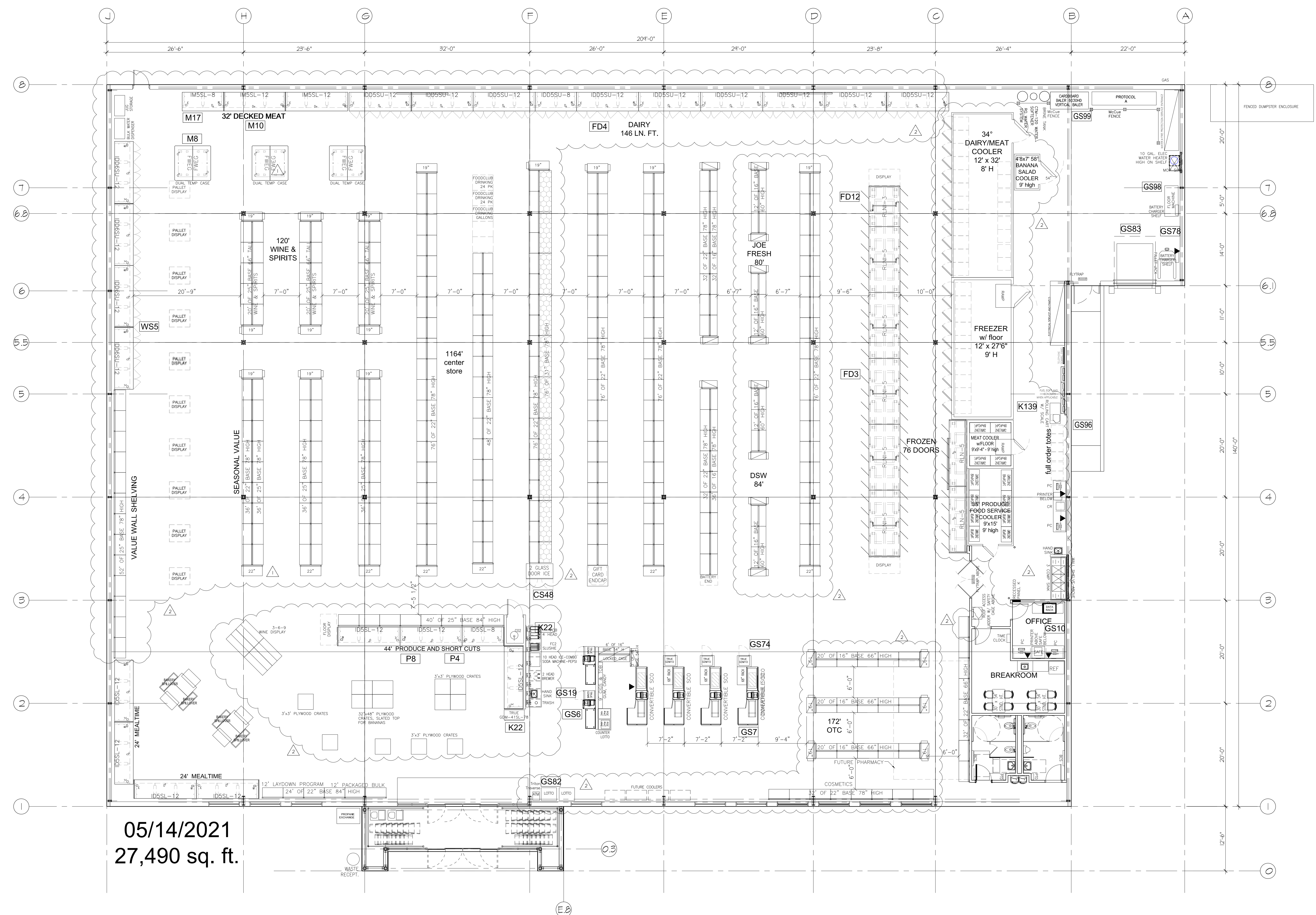


EXTERIOR ELEVATIONS

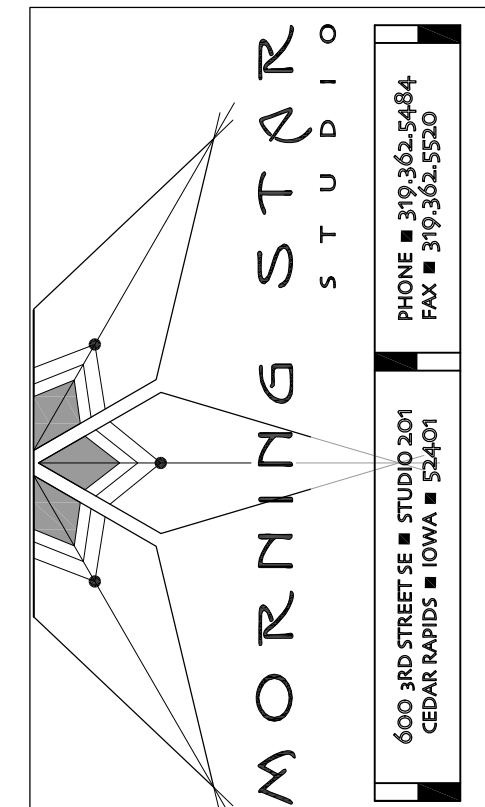
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 SCALE: JOB NUMBER:
 SHEET: JOB

A6.0

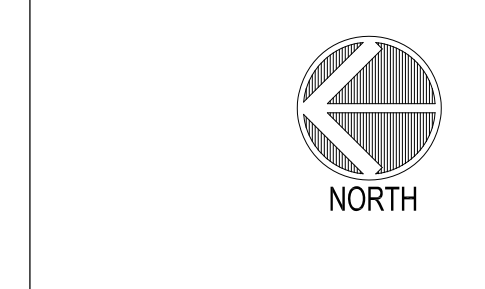
REVISION	DATE BY	
1	DELETE KITCHEN SHELVING REVS	04.30.21
2	SHELVING COOLER REVISIONS	05.21.21



05/14/2021
27,490 sq. ft.



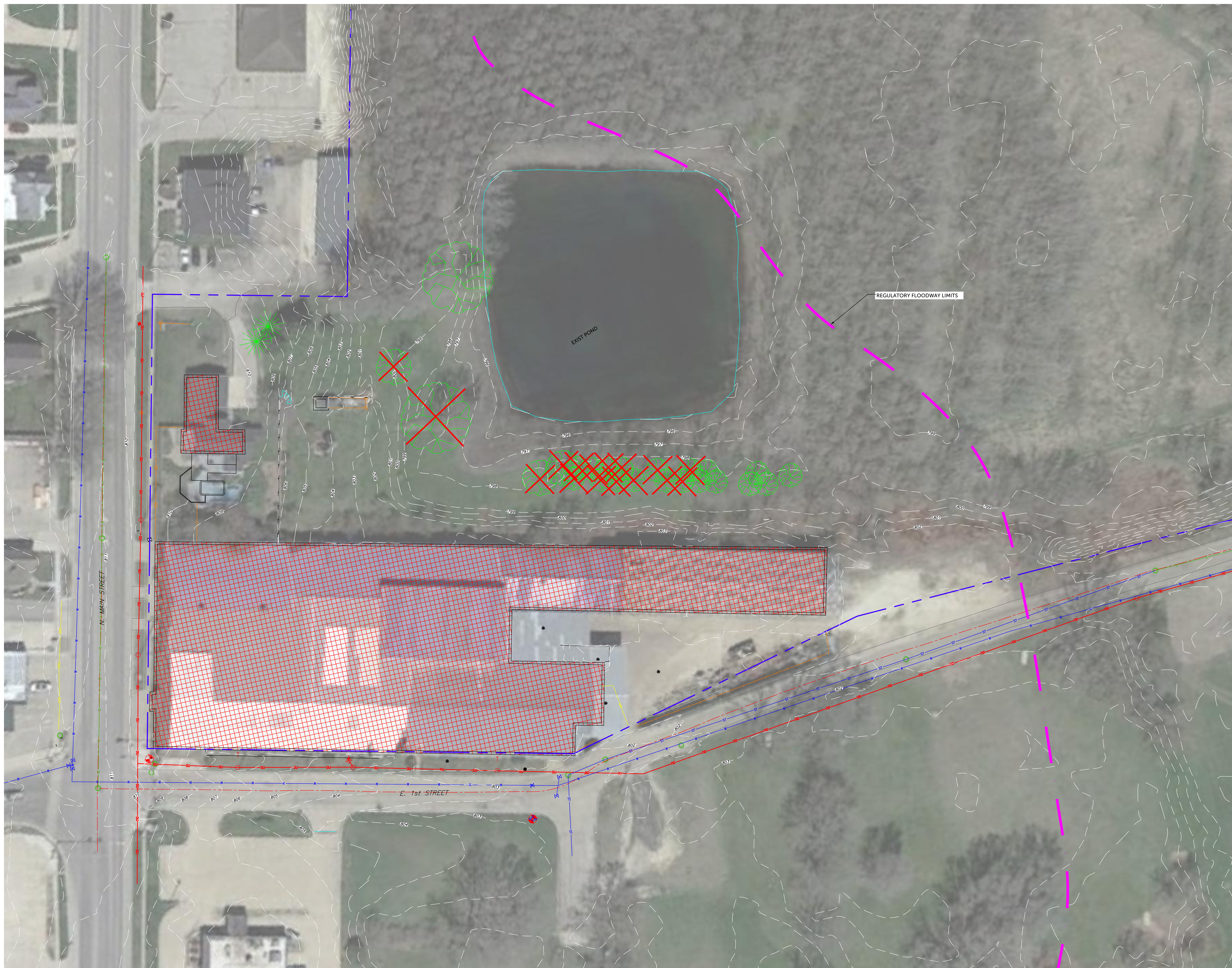
**DOLLAR FRESH
MONTICELLO, IOWA**
HY-VEE, INC.
5820 WESTOWN PARKWAY
WEST DES MOINES, IOWA 50266
TELEPHONE: (515) 267-2600
FAX: (515) 267-2635

**EQUIPMENT
PLAN**

DRAWN:	DATE:
SCALE:	FEB. 2021
SHEET:	JOB NUMBER:
	JOB

EQ1.0



REVISION	DATE BY
PER CITY REVIEW COMMENTS	8/10/21

BURRINGTON GROUP, INC.
 Civil Engineering | Land Surveying
 105 W. Main Street, Manchester, IA 52057
 Phone: 563-927-2434 | burringtongroup.com



LOCATION:
NORTH MAIN STREET
MONTICELLO, IA

HY-VEE, INC.
 5820 WESTOWN PARKWAY
 WEST DES MOINES, IOWA 50266
 TELEPHONE: (515) 267-2800
 FAX: (515) 267-2895




EXISTING
 CONDITIONS/
 REMOVALS

DRAWN:	DATE:
SCALE:	JOB NUMBER: 20-148
SHEET: C1.0	

REVISION	DATE BY
PER CITY REVIEW COMMENTS	8/10/21

BURRINGTON GROUP, INC.
 Civil Engineering | Land Surveying
 105 W. Main Street, Manchester, IA 52057
 Phone: 563-927-2434 | burringtongroup.com



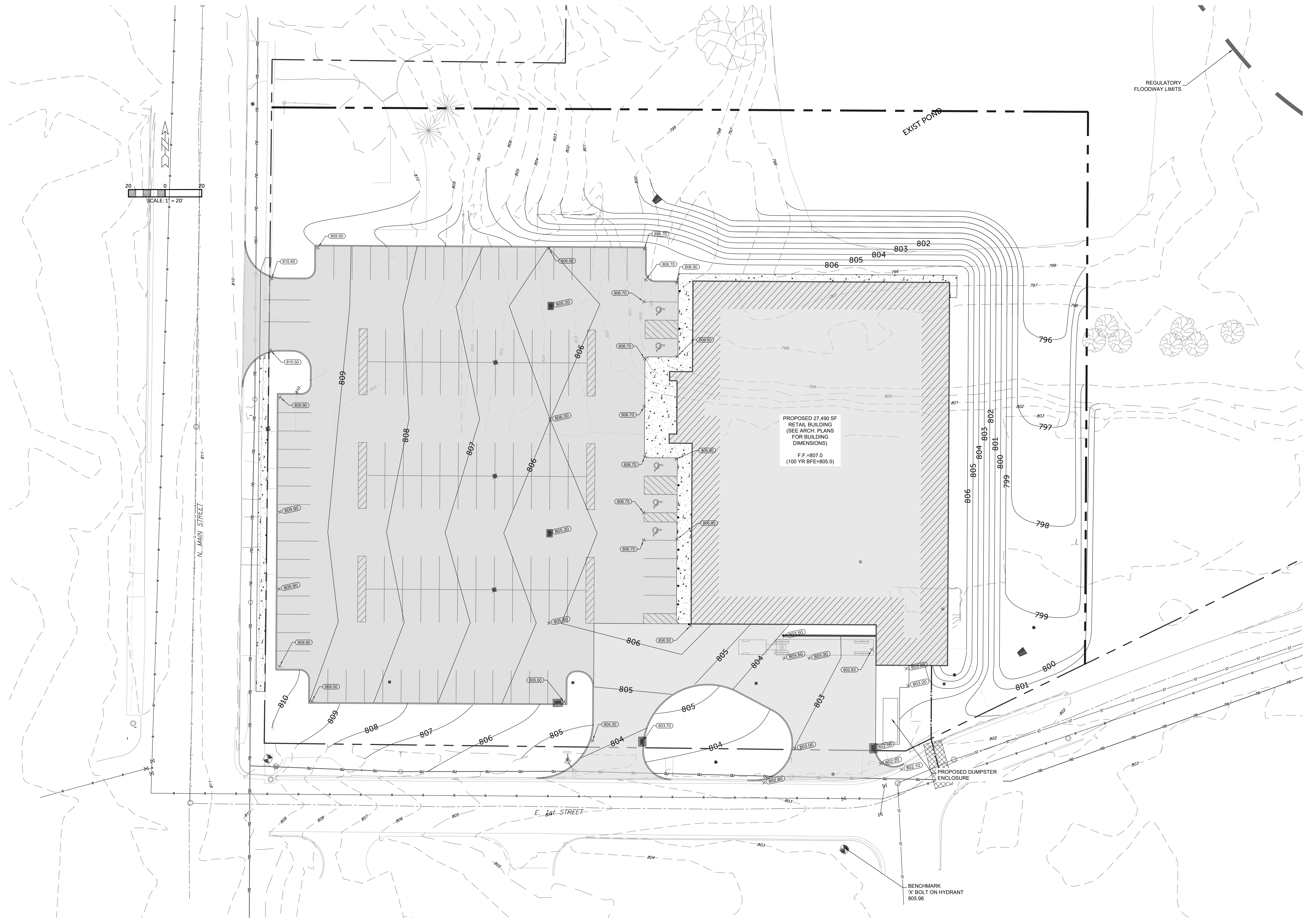
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NORTH MAIN STREET
MONTICELLO, IA

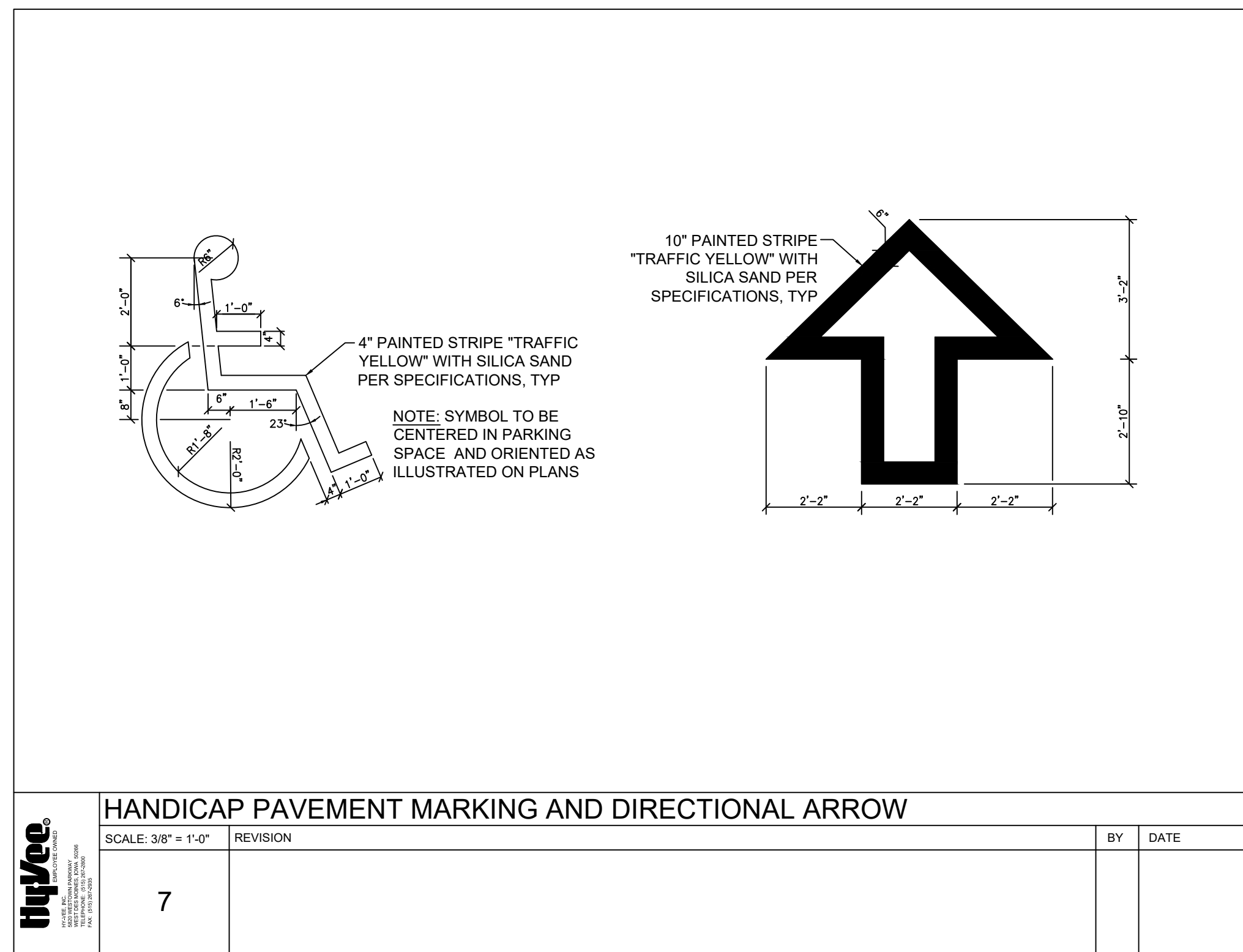
HY-VEE, INC.
 5820 WESTOWN PARKWAY
 WEST DES MOINES, IOWA 50266
 TELEPHONE: (515) 267-2800
 FAX: (515) 267-2395



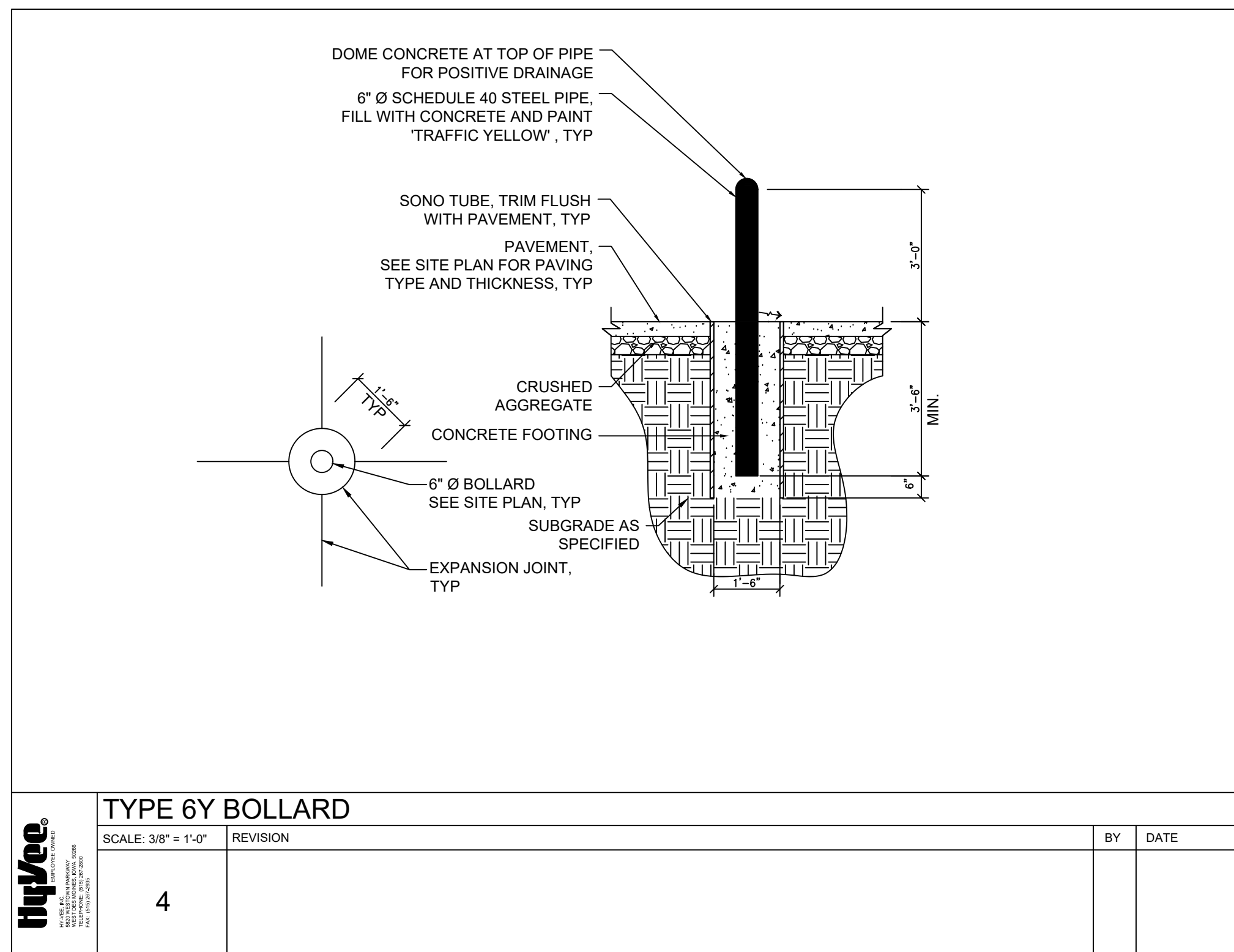
GRADING PLAN

DRAWN:	DATE:
SCALE:	JOB NUMBER: 20-148
SHEET: C3.0	

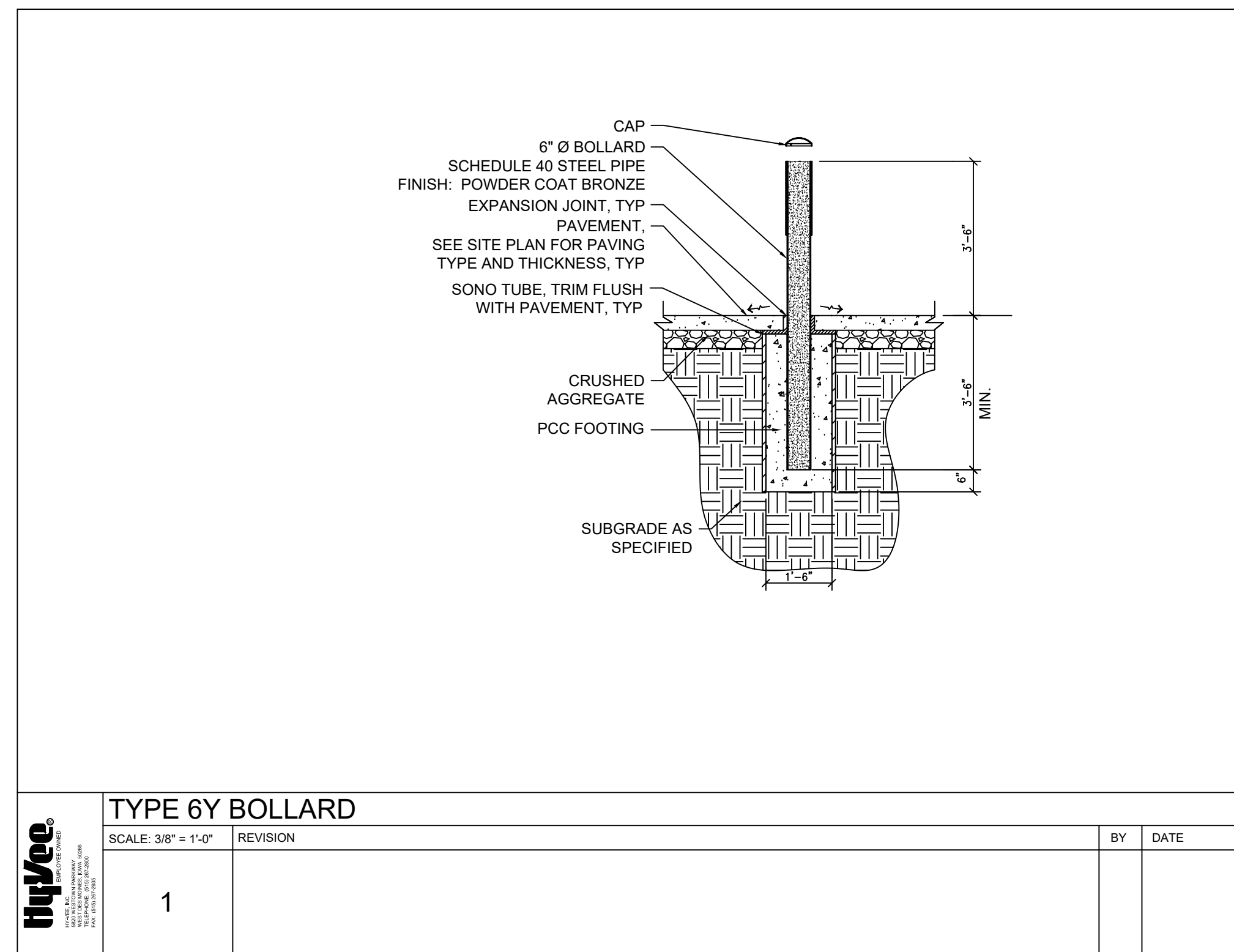




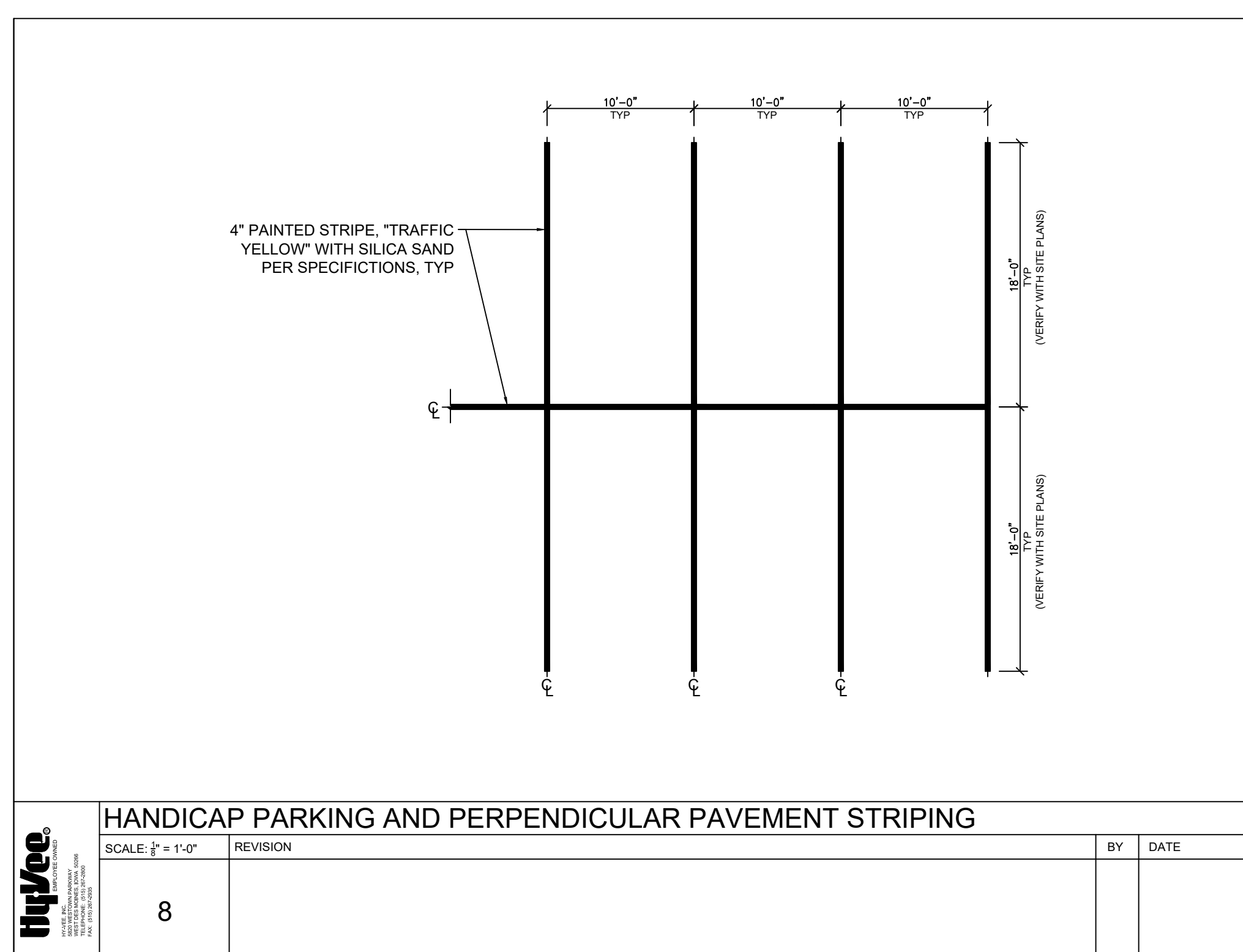
HANDICAP PAVEMENT MARKING AND DIRECTIONAL ARROW
 SCALE: 3/8" = 1'-0" REVISION BY DATE
 7



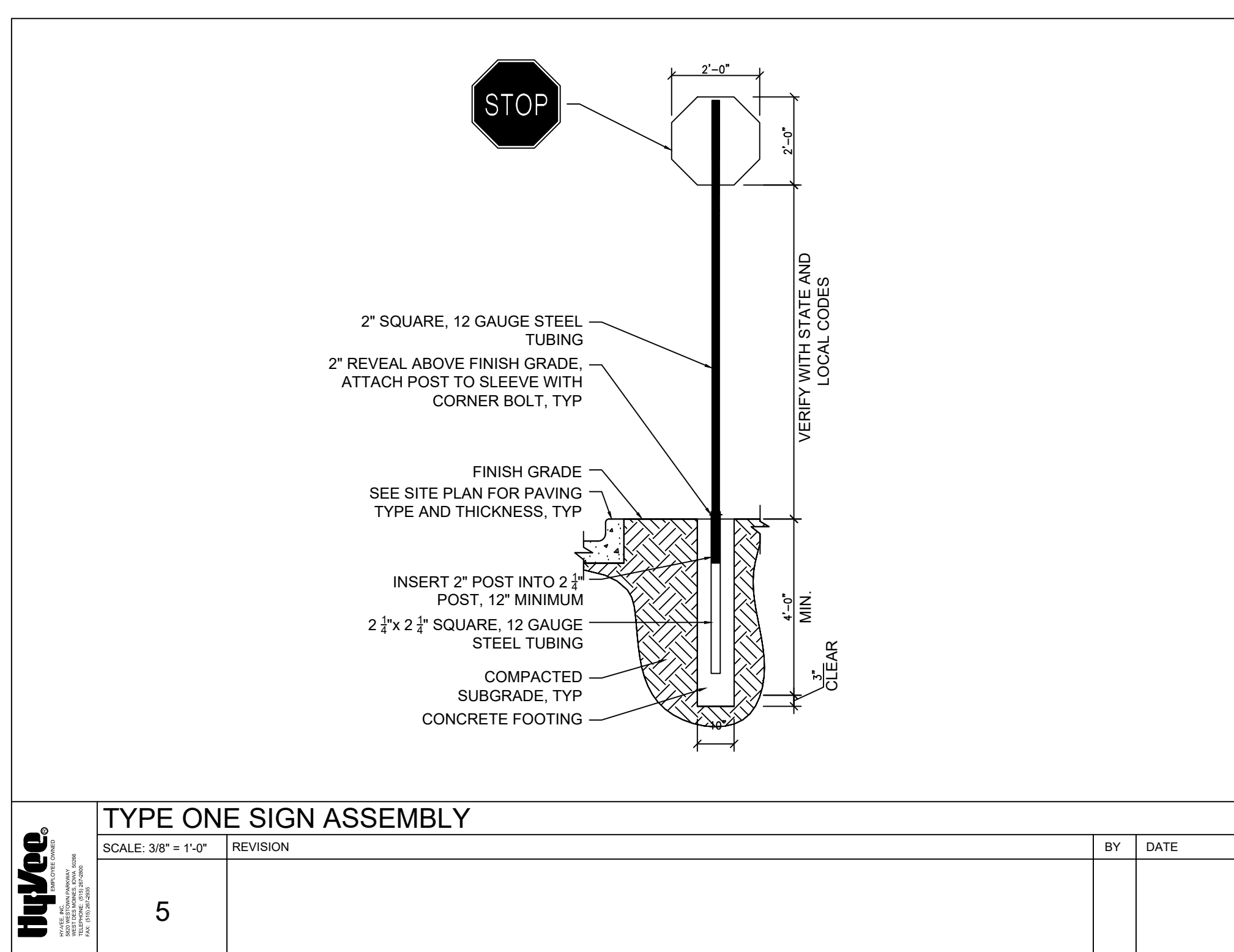
TYPE 6Y BOLLARD
 SCALE: 3/8" = 1'-0" REVISION BY DATE
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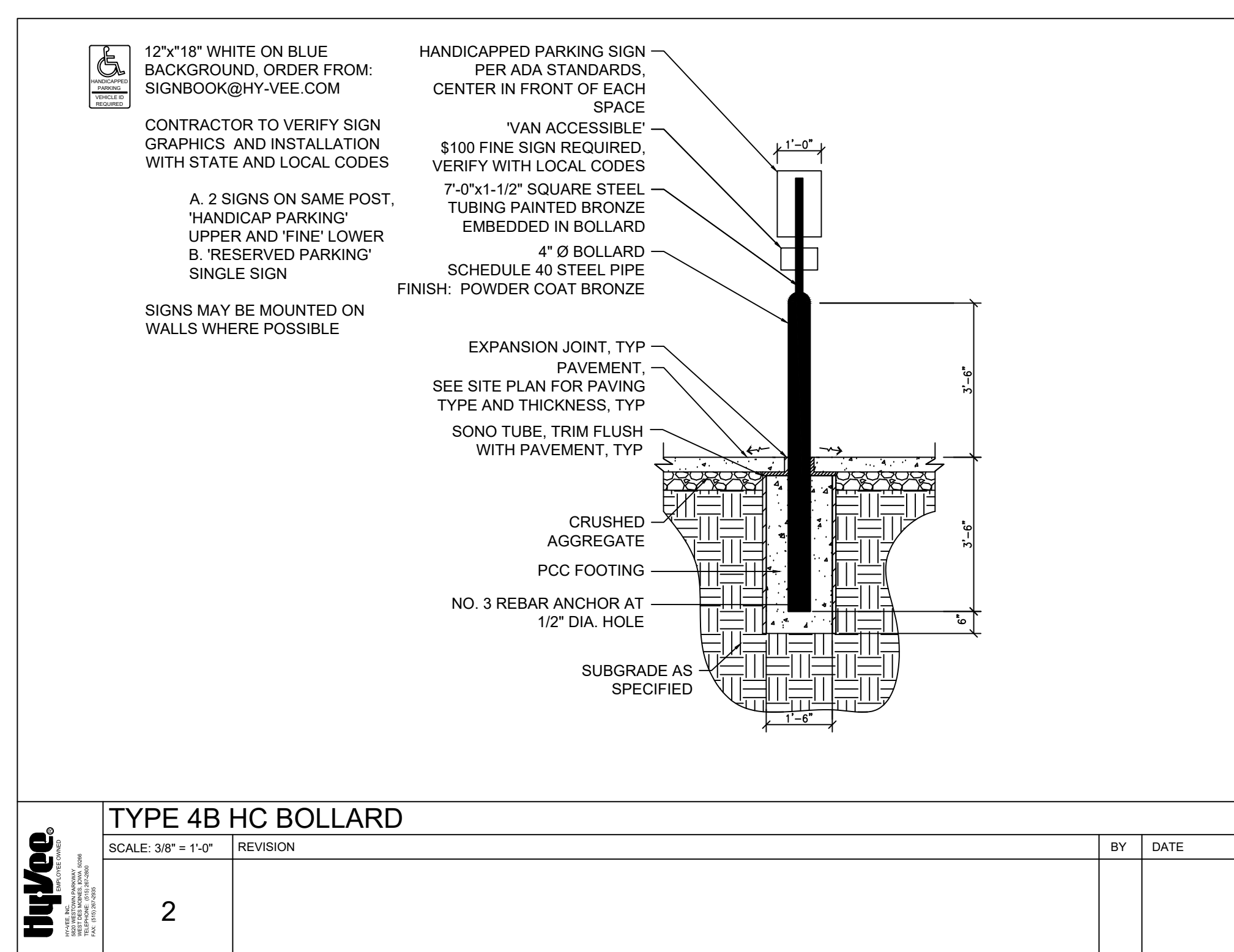
TYPE 6Y BOLLARD
 SCALE: 3/8" = 1'-0" REVISION BY DATE
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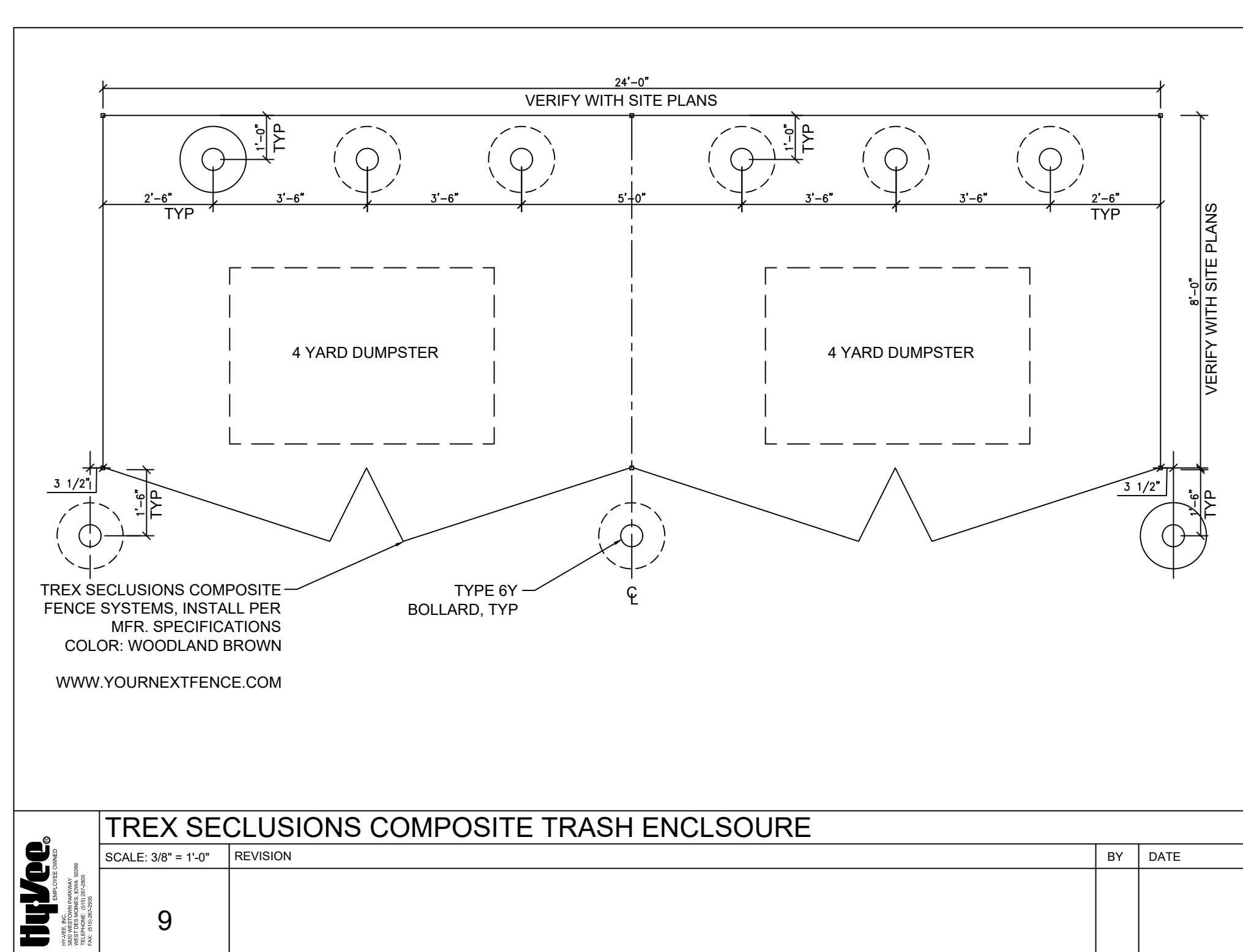
HANDICAP PARKING AND PERPENDICULAR PAVEMENT STRIPING
 SCALE: 3/8" = 1'-0" REVISION BY DATE
 8



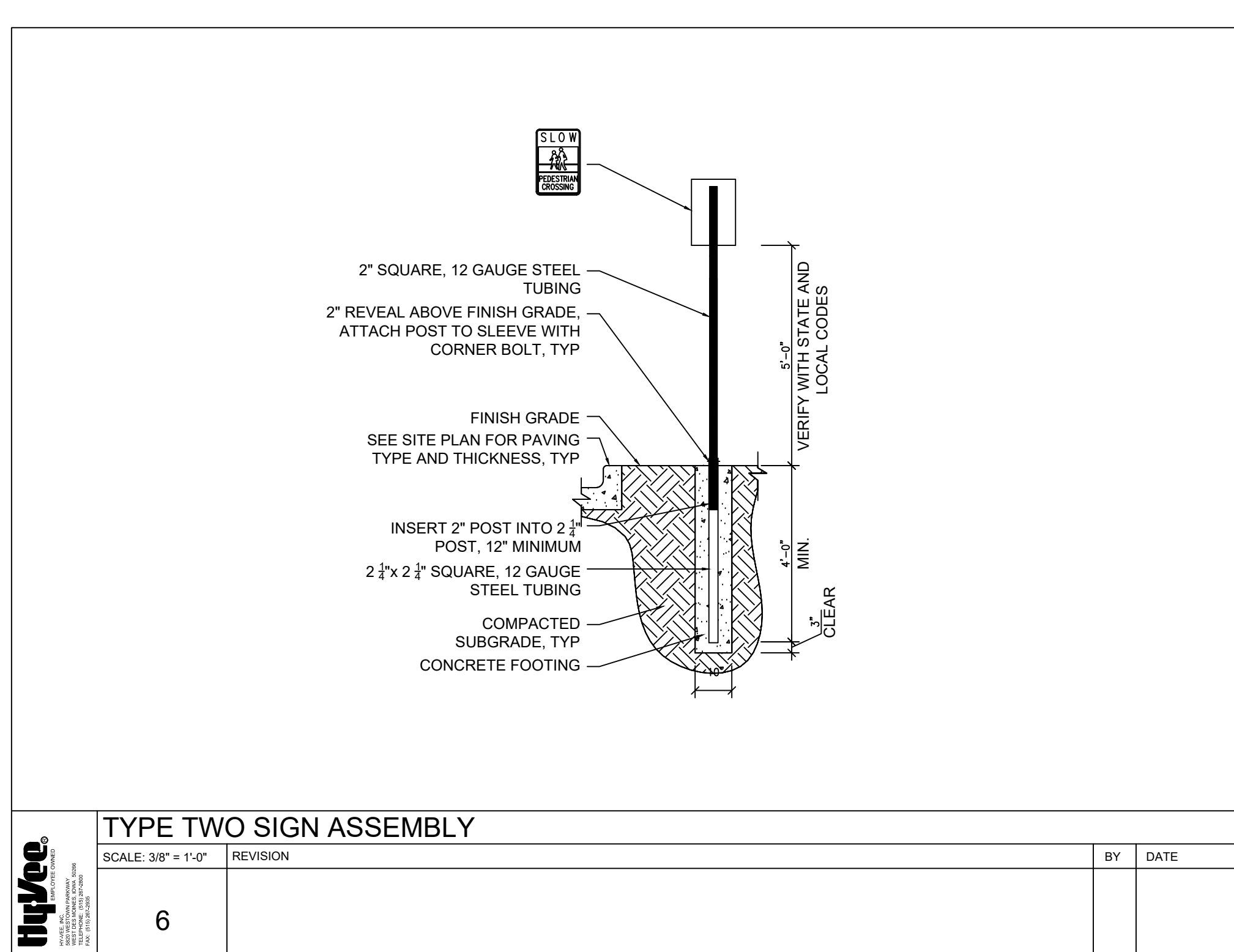
TYPE ONE SIGN ASSEMBLY
 SCALE: 3/8" = 1'-0" REVISION BY DATE
 5



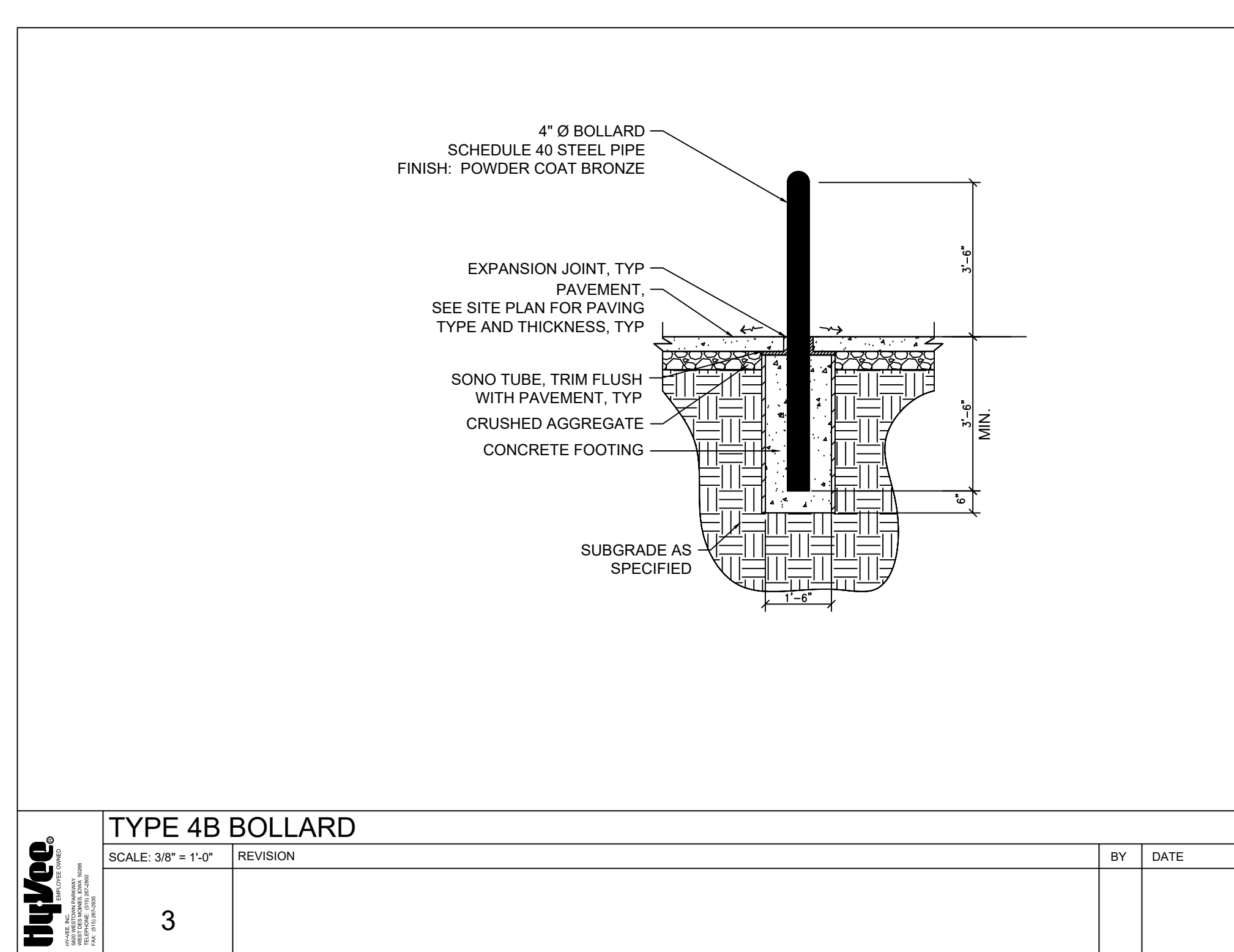
TYPE 4B HC BOLLARD
 SCALE: 3/8" = 1'-0" REVISION BY DATE
 2



TREX SECLUSIONS COMPOSITE TRASH ENCLOSURE
 SCALE: 3/8" = 1'-0" REVISION BY DATE
 9



TYPE TWO SIGN ASSEMBLY
 SCALE: 3/8" = 1'-0" REVISION BY DATE
 6



TYPE 4B BOLLARD
 SCALE: 3/8" = 1'-0" REVISION BY DATE
 3

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 5520 WESTOWN PARKWAY
 WEST DES MOINES, IOWA 50266
 TELEPHONE: (515) 267-2800
 FAX: (515) 267-2325

LOCATION:
**NORTH MAIN STREET
 MONTICELLO, IA**

CONSTRUCTION
 DETAILS

DRAWN: DATE:
 SCALE: JOB NUMBER:
 20-148
 SHEET:
C6.0

Dollar Fresh

1080





hot dogs

COMPARE!

Clear More Values
2.18
2.50
YOU SAVE
.32

NEW PRICE!

2.49

shredded cheese

COMPARE!

2.18

SALE!

6
Bottled Juice
Bottled Water
Unflavored
Ketchup

7
Soft Drinks
Canned Soups
Canned Beans
Canned Vegetables

8
Canned Fruit
Canned Tomatoes
Canned Pasta

9
Canned Soups
Canned Beans
Canned Vegetables



SALE!

Small Haas Avocados
1 EA

69¢

COMPARE & SAVE!

Yellow Onions
3 LB

1.95 EACH

YOU SAVE
.54

FRESH MARKET
19

WATERMELON
- premium large seedless



COMPARE & SAVE!

Whole Seedless Watermelon
1 EA

4.98 .89

Dollar Fresh

10 80

Welcome to
fresh
Enjoy low prices
every day

Welcome
fresh



City Council Meeting
Prep. Date: 9/14/2021
Preparer: Sally Hinrichsen



Agenda Item: # 6 -14
Agenda Date: 9/20/2021

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:

- 6. City Engineer
- 7. Mayor
- 8. City Administrator
- 9. City Clerk
- 10. Public Works Director
- 11. Police Chief
- 12. Water/Wastewater Superintendent
- 13. Park and Recreation Director
- 14. Library Director

City Council Meeting
 Prep. Date: 09/15/21
 Preparer: Russell Farnum



Agenda Item: # 15
 Agenda Date: 09/20/2021

Communication Page

Agenda Items Description: Work Session on Community Building Improvements

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

Attachments & Enclosures:

Community Building Committee Report

Fiscal Impact:

Budget Line Item:	City Hall
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Follow up discussion and direction on priorities from the presentation by the Community Center Committee.

Background Information: Multiple discussions over the years have been held on what to do with the upper level of City Hall, the Community Center. The Community Center Committee has worked over the past year to identify projects to be completed that would increase the use of the space, and recently presented their findings to the City Council.

One of the biggest hurdles has been identifying the best use of the space. Regardless of the use, there are improvements that could be done in the short term that will enhance the use of the space. Further, there are long term improvements that could be done to enhance the space regardless of the use.

With that in mind, Staff have no direction from the Council on how to proceed. The discussion on the Committee’s findings and priorities would be appreciated so the Staff can begin tackling the myriad of potential projects, whether this fiscal year or in the future.

Council input on what additional information is needed is also requested.

Staff Recommendation: Council discussion is expected. No final decisions are expected at this time, and this item can be brought back for more discussion, fact-finding, or other direction as necessary.

Monticello Community Building Improvement Committee

Report to the Monticello
City Council
August 2nd, 2021



Committee Members

2019 Committee Members:

Kim Brooks
Jan Cratsenberg
Steve Clemmons
Bob Furino
Dave Goedken
Sally Hinrichsen
Jan Hoag

2021 Committee Members:

Tony Amsler
Jan Cratsenberg
Steve Clemmons
Dave Goedken
Sally Hinrichsen
Debbie Moser

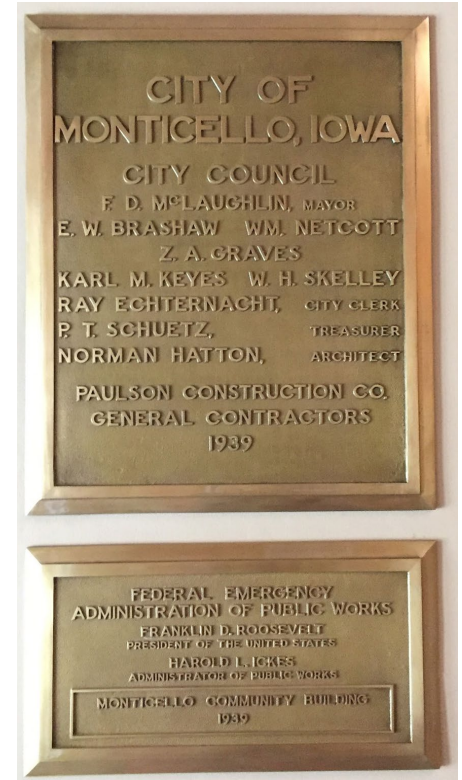
Our Goal

Concerned about the decline of one of Monticello's important historic buildings, a group of individuals began meeting in 2019 to look at what improvements and repairs needed to be done so this facility might be better utilized by our community.

Our intent is to raise awareness of the condition of our Community Building and to look for ways to return this structure to the jewel it once was. Our findings are not prioritized, nor a request for all items to be addressed immediately. We certainly understand the budgetary process.

Why Improvements & Repairs?

The Community Building is a historical landmark and an integral part of Monticello's history and must be preserved and maintained for use in our community. Funded by the PWA (Public Works Administration) in 1939, the Community Building has long been the center of our community.



Why Improvements & Repairs?

Once improved, this hall can be used to hold special events for the city and represent our community with pride.

Once improved, this hall can be used for performances and the arts, with easy access to downtown. Starlighters production company has pledged the permanent use of donated lighting and sound system for general use.

Once improved, this hall can be used for Continuing Education Programs for the residents of Monticello.

Why Improvements & Repairs?

Once improved, this hall will be more attractive to individuals or groups looking to rent this facility.

Once improved, this hall will provide the community with an additional events center on busy days and holidays.

Once improved, this area of the Community Building will be brought up to Code and thus safer for everyone using this facility.

Why Improvements & Repairs?

Most importantly, the second floor and mezzanine areas of the Monticello Community Building is part of an unfinished renovation project begun by the City back in 2014.

It's time to complete this project.

Findings of Needed Improvements and Repairs

Window Covering

Purchase window covering for the main hall. With glaring sun from the west window in the afternoon and no shades on the windows, it is impossible to darken the room for presentations and performances. With estimates from both Monticello Interiors and Eastern Iowa Blinds the approximate costs range from \$6,000 for manual blinds, to \$8,000 for motorized blinds.



Findings of Needed Improvements and Repairs

Painting

Professionally paint all parts of the second floor and mezzanine areas. Professional painter Lynn Weber estimated this cost to be around \$6,000. Mr. Weber's estimate was also broken down by rooms and areas to be painted.



Findings of Needed Improvements and Repairs

Stage Storage

Repair stage storage area. Contractor Tony Kraus roughly estimates this cost to be about \$7,500.

Once completed, chairs and tables can be stored there, rather in the Coat Room, freeing this space to be better utilized.



Findings of Needed Improvements and Repairs

Plaster Repair

Professionally repair all plaster cracks in kitchen, scout storage room, stairways, restrooms, northeast stairway and plaster exposed bricks in the main hall. Contractor Bob Felton estimates this cost to be around \$2,000.



Findings of Needed Improvements and Repairs

Epoxy Floor Covering

Use epoxy floor covering where cement has been painted. Contractor Robert Claussen estimates this project to cost \$15,625. The epoxy selected could closely match or compliment the existing terrazzo flooring.



Findings of Needed Improvements and Repairs

Wiring

Bring the wiring up to code on the second floor and mezzanine as was done on the first floor. We do not have an estimate on this project yet. However, we would highly recommend this be a priority before any electrical improvements are made.



Findings of Needed Improvements and Repairs

Main Hall (Auditorium)



Findings of Needed Improvements and Repairs

Main Hall (Auditorium)

- Plaster exposed bricks & replace missing baseboards where former heat registers were removed.
- Refinish existing doors and woodwork where necessary and remove paint splashing from previous paint job.
- Replace ceiling fans.
- Replace main lighting with “dimmable” lights.
- Replace water damaged ceiling tiles. Might consider a completely new ceiling given the various replacements over the years.
- Cover or paint the exposed HVAC ductwork on the south wall.

Findings of Needed Improvements and Repairs

The Stage Area



Findings of Needed Improvements and Repairs

The Stage Area

- Removal of old piano.
- Replace side & back curtains (black).
- Paint stage walls (black).
- Fill floor crack with wood filler to prevent tripping and possible injury.
- Replace main curtain or remove.
- Floor Foot Lights - Clean area and replace incandescent bulbs with LED.
Could be a fire hazard if unattended.

Findings of Needed Improvements and Repairs

The Stage Area

- Test Rolling Screen on stage to see if it still is functioning and if it has any historical significance.
- Rollaway steps (with rail) are needed for access to the stage from the main floor.
- Install Stair Climber, or equivalent, in south stairs to stage for ADA compliance.

Findings of Needed Improvements and Repairs

The Kitchen Area



Findings of Needed Improvements and Repairs

The Kitchen Area

- Replace counter outlets with 30 amp outlets, with separate circuit, to accommodate roasters and appliances used by renters.
- Build a storage area for mops, brooms, and cleaning supplies.
- Update Counter top.
- Repair/replace lower cabinet doors.
- Consider an “on demand” hot water heater to meet washing needs.

Findings of Needed Improvements and Repairs

The Second Floor Restrooms

- Check for ADA Compliance
- Possibly convert to Uni-sex - with “occupied” lock
- Replace light fixtures



Findings of Needed Improvements and Repairs

The Coat Check Room

- Refinish existing doors and woodwork where necessary (and remove paint).
- Repair door and frame to main hall. Damage caused by table and chair carts.
- Remove radiator no longer used.



Findings of Needed Improvements and Repairs

The Mezzanine Balcony Area



Findings of Needed Improvements and Repairs

The Mezzanine Balcony Area

- Install sound reducing curtains in front of HVAC systems. Either install directly in front of the HVAC system, or install balcony railing, thus closing off this area during performances and events.
- Remove unused electronics in storage room (Tech room)
- Remove and store old light fixtures to another location to protect them.
- Remove drinking fountain.

Findings of Needed Improvements and Repairs

The Mezzanine Restrooms

- Replace all toilet tissue dispensers in both Mens & Womens restrooms.
- Evaluate sinks in both units
- In Men's restroom, window tint or covering is needed.



Findings of Needed Improvements and Repairs

The Mezzanine Scout Storage Room

- Repair large plaster cracks along the east wall of the room.



Summary

We respectfully submit this report with the hope that the Monticello City Council begins to take steps to improve the condition of the upper floors of our Community Building and complete the renovation project started seven years ago.

Questions?

What questions do you have concerning our presentation?

Presenter Contact:

Tony Amsler

amsler.tony@gmail.com

319-480-0437

