

City of Monticello, Iowa

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Posted on February 17, 2022 at 5:00 p.m.

Monticello City Council Meeting February 21, 2022 @ 6:00 p.m.

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

Mayor:	Dave Goedken	Staff:	
City Council:		City Administrator:	Russell Farnum
At Large:	Wayne Peach	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	February 7, 2022
Approval of Payroll	February 10, 2022
Approval of Bill List	
Approval of Volunteer Fire Department Roster	

Public Hearings:

1. **Public Hearing** on the proposed Fiscal Year 2023 property tax levy
2. **Resolution** Approval of FY 2023 Maximum Property Tax Dollars

Presentations:

3. **Presentation** – MSA – Park & Recreations Comprehensive Plan proposal

Resolutions:

4. **Resolution** Approving Darren and J'nee Reade Tax Abatement Application related to Residential Improvements constructed at 845 Breckenridge Drive, Monticello, Iowa
5. **Resolution** Approving standard Tax Abatement Application on Commercial and Residential Improvements located at 121 East First Street, Monticello, Iowa
6. **Resolution** Approving Franchise Fee Rebate to Orbis Manufacturing
7. **Resolution** Scheduling Public Hearing on the City of Monticello 2022/2023 Fiscal Year budget in March, 2022
8. **Resolution** Authorizing City Administrator to request proposals related to City owned lot located at 449 North Sycamore Street for Council review

Motions:

9. **Motion** to setup a sidewalk and/or trail committee
10. **Motion** Authorizing Letter of Intent to Apply for Iowa Main Street Iowa Program

Reports / Potential Actions:

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

Work Sessions:

20. Work Session – budget

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.

Monticello City Council meetings are recorded, by attending and choosing to participate you give your consent to be recorded. If you prefer not to be recorded, you may submit comments in writing.

Meeting Instructions for the Public

Due to the Covid-19 Virus the public will be admitted into this meeting with limited seating.

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

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

Topic: February 21, 2022 City Council Meeting

Time: Feb 21, 2022 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88634678689>

Meeting ID: 886 3467 8689

One tap mobile

+16465588656,,88634678689# US (New York)

+13017158592,,88634678689# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 886 3467 8689

Find your local number: <https://us02web.zoom.us/j/88634678689>

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Regular Council Meeting
February 7, 2022 – 5:00 P.M.
Community Media Center

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

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

Langerman moved the consent agenda, Hanken seconded, roll call unanimous.

Lux moved to approve Resolution #2022-16 Approving Michael, A Tuel Jr Tax Abatement Application related to Residential Improvements constructed at 105 East Burroughs Street, Monticello, Iowa, Brighton seconded, roll call unanimous.

Brighton moved to approve Resolution #2022-17 Approving FY '23 Senior Dining Funding request in the amount of \$3,600, Hanken seconded, roll call unanimous. Farnum reported Senior Dining would be located in St. Matthew Church in Monticello, however they are hiring staff to fill positions.

Brighton moved to approve Resolution #2022-18 Scheduling Public Hearing for the Purpose of Considering the Maximum Tax Dollars to be collected by the City from Certain Levies for the City’s Proposed Fiscal Year 2022-2023 Budget for February 21, 2022 at 6:00 p.m., Langerman seconded, roll call unanimous.

Farnum reported P & Z Commission reviewed and recommends approval. Langerman moved to approve Resolution #2022-19 Approving Plat(s) of Survey to Parcels 2022-12 and 2022-13 for Property at 21464 River Road, Peach seconded, roll call unanimous.

Farnum reported P & Z Commission reviewed and recommends approval. Brighton moved to approve Resolution #2022-20 Approving Plat of Survey to Parcel 2022-14, Lux seconded, roll call unanimous.

Farnum reported the US Treasury final rulings changed requirements, and can now be used for lost revenue. City plans to apply for CDBG funds to help cover the cost of the Waste Water project. Langerman moved to approve Resolution #2022-21 Rescinding Resolution #2021-90 Designating American Rescue Plan funding for use on the Waste Water Treatment Facility expansion and related Water and Sewer projects, Brighton seconded, roll call unanimous.

Regular Council Meeting
February 7, 2022

Barry reviewed the proposed change order for the East 7th Street Utility Improvements Project. Barry reported the change order includes realigning the water main to reduce a number of fittings and replacing sanitary sewer main with water main grade to eliminate casing pipe on water main; to delete manhole lining; and add manhole replacement at four locations to extend the manhole service life. Langerman moved to approve Resolution #2022-22 Approving Change Order #1 in the amount of \$16,576.00 submitted by Pirc-Tobin Construction, Inc. related to the 2021 East 7th Street Utility Improvements Project, Lux seconded, roll call unanimous.

Barry stated Pirc-Tobin is ready to start the East 7th Street Utility Improvements Project, as soon as weather allows and work is to be completed by May 31st.

Farnum reported the Airport Engineer HDR is under review for the airport runway project. The DBE policy is under review and posted.

Farnum advised the City utility bills were mailed on January 31st; however, many were not timely delivered, due to issues at the Post Office.

Smith reported the Iowa Senate has proposed legislation looking to allow UTVs and ATVs on some State Highways. He would like permission to send a letter of support for the proposed legislation signing and using his position. Consensus of the Council was to allow Smith to write the letter of support.

Oswald reported he and Farnum are working with three University of Iowa Students looking at ways to improve the wetlands area, and improve drainage at Riverside Gardens.

Oswald reported Shannon Poe has resigned and her last day is February 8th. Applications to fill her position are due February 18th.

Kahler reported taking down trees for the 7th Street Project and if weather cooperates will continue to work on more trees.

Goedken reported the recent League of Cities magazine had an article on open meeting laws and all committee meetings are to be open to the public, with agendas posted and minutes taken.

Council took a break and would reconvene at 6:00 p.m. for the Public Hearing as published.

The Mayor opened the Public Information Meeting related to review of an application for a State Revolving Fund (SRF) loan and the contents of an environmental information document and the City's project plans. Farnum stated the public notice was published on December 29, 2021. Reports were available at City Hall and the Library. Utility rate increases in user charges were estimates about a year ago and increases were put in place. City is seeking grant and/or loan funds to help cover project costs. The purpose of this project is to make improvements to the wastewater treatment facilities to meet the

effluent limits and nutrient reduction requirements outlined by the Iowa Department of Natural Resources National Pollution Discharge Elimination System (NPDES) Permit and to enhance their reliability, increase capacity and to replace obsolete system to safely and reliably operate the City of Monticello's wastewater system for the next 20 years. The project includes replacing the existing trickling filter activated sludge treatment plant with an extended aerated activated sludge treatment system, replacing existing sludge processing equipment with new sludge dewatering belt filter press and sludge hold building. New activated sludge extended aeration WWTP including: aero-mod tanks, sludge storage, blower's building, UV building, various underground piping, and the removal of several existing tanks. The proposed project may also include bringing city water into the site. Currently, the City water main ends just east of Riverview Court. If it is brought to the site it would be installed within the ROW and down the WWTP access road. The proposed project will disturb an estimated 6.0 acres of the total 36.40 acres land in the proposed project area. City Engineer Nick Eisenbacker stated the Environmental Information document determined that there was no significant impact to the environment and the positive environmental effects would be improved treatment of the wastewater from the City's plant and would improve the quality in the receiving stream. There were no oral or written comments, Mayor closed the public information meeting.

Peach moved to adjourn the meeting at 6:05 p.m.

Dave Goedken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - FEBRUARY 10, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	January 24 - February 6, 2022				
Ben Bollwitt	\$ 88.00	\$ -	0.00	0.00	\$ 75.72
Brian Bronemann	1,116.28	-	0.00	0.00	871.86
Shelley Bronemann	176.00	-	0.00	0.00	151.47
Jacob Gravel	1,699.28	31.28	0.00	0.00	1,236.31
Mason Hanson	202.73	-	0.00	0.00	174.63
David Husmann	1,908.00	-	0.00	0.00	1,177.64
Mary Intlekofer	1,943.78	35.78	0.00	0.00	1,346.53
Sonya Johnson	1,030.65	-	0.00	0.00	808.47
Nick Kahler	336.00	-	0.00	0.00	288.17
Lori Lynch	2,074.40	-	0.00	0.00	1,420.42
Coletta Matson	182.80	-	0.00	0.00	157.47
Mandy Norton	299.30	-	0.00	0.00	244.47
Shannon Poe	662.25	-	0.00	0.00	500.91
Sabrina Strella	336.00	-	0.00	0.00	271.65
Jenna Weih	2,274.69	366.69	0.00	0.00	1,642.83
Curtis Wyman	2,169.85	437.85	0.00	3.63	1,467.27
TOTAL AMBULANCE	\$ 16,500.01	\$ 871.60	0.00	3.63	\$ 11,835.82
CEMETERY	January 22 - February 4, 2022				
Dan McDonald	\$ 1,744.00	\$ -	0.00	0.00	\$ 1,268.51
TOTAL CEMETERY	\$ 1,744.00	\$ -	0.00	0.00	\$ 1,268.51
CITY HALL	January 23 - February 5, 2022				
Cheryl Clark	\$ 1,772.00	\$ -	1.88	30.76	\$ 1,205.70
Russ Farnum	3,653.85	-	0.00	0.00	2,505.34
Sally Hinrichsen	2,614.03	-	0.00	0.00	1,655.03
Nanci Tuel	1,589.16	14.76	0.00	0.00	1,070.16
TOTAL CITY HALL	\$ 9,629.04	\$ 14.76	1.88	30.76	\$ 6,436.23
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	January 24 - February 6, 2022				
Molli Hunter	\$ 987.20	\$ -	0.00	0.00	\$ 778.08
Penny Schmit	1,188.80	-	0.00	0.00	687.11
Michelle Turnis	1,705.44	-	0.00	0.00	1,089.54
TOTAL LIBRARY	\$ 3,881.44	\$ -	0.00	0.00	\$ 2,554.73
MBC	January 24 - February 6, 2022				
Jacob Oswald	\$ 2,089.42	\$ -	0.00	0.00	\$ 1,573.85
Shannon Poe	1,664.84	-	0.00	0.00	1,146.05
TOTAL MBC	\$ 3,754.26	\$ -	0.00	0.00	\$ 2,719.90
POLICE	January 24 - February 6, 2022				
Zachary Buehler	\$ 2,258.36	\$ -	0.00	0.00	\$ 1,674.98

PAYROLL - FEBRUARY 10, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Peter Fleming	2,314.20	-	0.00	5.25	1,633.33
Dawn Graver	2,531.34	-	0.00	0.00	1,826.06
Erik Honda	2,509.08	-	0.00	0.75	1,868.59
Jordan Koos	2,509.08	-	0.00	40.25	1,818.76
Britt Smith	3,071.06	-	0.00	0.00	2,255.42
Madonna Staner	1,576.00	-	0.00	0.00	1,197.89
Brian Tate	2,530.08	-	0.00	0.00	1,875.81
TOTAL POLICE	\$ 19,299.20	\$ -	0.00	46.25	\$ 14,150.84
ROAD USE	January 22 - February 4, 2022				
Zeb Bowser	\$ 1,825.75	\$ 81.75	0.00	0.00	\$ 1,345.54
Jasper Scott	1,817.58	73.58	0.00	12.00	1,299.66
TOTAL ROAD USE	\$ 3,643.33	\$ 155.33	0.00	12.00	\$ 2,645.20
SANITATION	January 22 - February 4, 2022				
Michael Boyson	\$ 1,744.00	\$ -	0.00	0.00	\$ 1,229.96
Nick Kahler	2,131.80	-	0.00	0.00	1,471.94
TOTAL SANITATION	\$ 3,875.80	\$ -	0.00	0.00	\$ 2,701.90
SEWER	January 22 - February 4, 2022				
Tim Schultz	\$ 996.00	\$ -	0.00	3.50	\$ 690.83
Jim Tjaden	2,461.54	-	0.00	0.00	1,786.99
TOTAL SEWER	\$ 3,457.54	\$ -	0.00	3.50	\$ 2,477.82
WATER	January 22 - February 4, 2022				
Daniel Pike	\$ 1,957.20	\$ -	4.50	35.75	\$ 1,413.24
TOTAL WATER	\$ 1,957.20	\$ -	4.50	35.75	\$ 1,413.24
TOTAL - ALL DEPTS.	\$ 68,301.82	\$ 1,041.69	6.38	131.89	\$ 48,710.00

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
ALLIANT ENERGY-IES	201 E SOUTH ST PD		337.06		
BLACK HILLS ENERGY	4801 5237 59		397.71		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL		962.25		
MONTICELLO EXPRESS INC	PD SUPPLIES		72.00		

	110 POLICE DEPARTMENT TOTAL		1,769.02		
STREET LIGHTS					
ALLIANT ENERGY-IES	S CEDAR STREETLIGHTS		495.77		

	230 STREET LIGHTS TOTAL		495.77		
AQUATIC CENTER					
ALLIANT ENERGY-IES	811 S CEDAR ST POOL		118.13		
BLACK HILLS ENERGY	6214 3735 03		36.05		
JOHN DEERE FINANCIAL	POOL EQUIP REPAIR/MAINT		5.97		
JONES CO ENVIRONMENTAL SERVICE	POOL ANNUAL INSPECTION		463.00		

	440 AQUATIC CENTER TOTAL		623.15		
CEMETERY					
ALLIANT ENERGY-IES	CEMETERY ELECTRIC		41.05		
LAPORTE MOTOR SUPPLY	CEMETERY EQUIP REPAIR/MAINT		9.79		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL		449.04		

	450 CEMETERY TOTAL		499.88		
SOLDIER'S MEMORIAL BOARD					
ALLIANT ENERGY-IES	200 E 1ST ST		725.90		
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING		129.48		

	498 SOLDIER'S MEMORIAL BOARD TOTAL		855.38		
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES		325.00		

	620 CLERK/CITY ADMIN TOTAL		325.00		
CITY HALL/GENERAL BLDGS					
ALLIANT ENERGY-IES	200 E 1ST ST		1,451.80		
BAKER PAPER CO INC	CH BUILDING SUPPLIES		92.74		
BLACK HILLS ENERGY	1287 4080 48		731.42		
LASLEY ELECTRIC LLC	CH BUILDING SUPPLIES		64.20		
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING		258.96		
MONTICELLO EXPRESS INC	CH ADVERTISING		446.17		

	650 CITY HALL/GENERAL BLDGS TOTAL		3,045.29		

	001 GENERAL TOTAL		7,613.49		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO BERNDES CENTER					
PARKS					
ALLIANT ENERGY-IES	114 E 1ST ST POCKET PARK		122.48		
BLACK HILLS ENERGY	3293 7656 61		2,037.27		
MOLLI JENN HUNTER	JANITORIAL SERVICES		350.00		
JOHN DEERE FINANCIAL	MBC BLDG REPAIR/MAINT		.70		
LAPORTE MOTOR SUPPLY	MBC EQUIP REPAIR/MAINT		3.84		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL		181.85		
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES		146.99		

	430 PARKS TOTAL		2,843.13		

	005 MONTICELLO BERNDES CENTER TOTAL		2,843.13		
FIRE					
FIRE					
ALLIANT ENERGY-IES	E SOUTH ST FIRE STATION		258.45		
BLACK HILLS ENERGY	7971 7910 14		783.12		
EMERGENCY SERVICES MARKETING	FIRE IAMRESPONDING.COM SERVICE		355.00		
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING - BOLLWITT		100.00		
JOHN DEERE FINANCIAL	FIRE EQUIP REPAIR/MAINT		80.08		
KIRKWOOD COMMUNITY COLLEGE	FIRE BLS PROVIDER CLASS		210.00		
KROMMINGA MOTORS INC	FIRE EQUIP REPAIR/MAINT		32.56		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL		187.09		
MUNICIPAL EMERGENCY SERVICES	FIRE MINOR EQUIPMENT		182.06		
SANDRY FIRE SUPPLY	FIRE MINOR EQUIPMENT		709.95		

	150 FIRE TOTAL		2,898.31		

	015 FIRE TOTAL		2,898.31		
AMBULANCE					
AMBULANCE					
ALLIANT ENERGY-IES	201 E SOUTH ST AMB		337.06		
BLACK HILLS ENERGY	4801 5237 59		397.72		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES		159.32		
KLOCKE'S EMERGENCY VEHICLES	AMB VEHICLE OPERATING		112.47		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL		596.09		

	160 AMBULANCE TOTAL		1,602.66		

	016 AMBULANCE TOTAL		1,602.66		
POLICE IMPROVEMENT					
POLICE DEPARTMENT					
DENNIS J GRAY	POLICE IMP LOCK BOX		75.00		

	110 POLICE DEPARTMENT TOTAL		75.00		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	026 POLICE IMPROVEMENT TOTAL		75.00		
LIBRARY IMPROVEMENT					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB IMP BOOKS		118.20		
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS		60.99		
PENNY SCHMIT	LIB IMP PROGRAMS/PROMOTIONS		4.28		
	410 LIBRARY TOTAL		183.47		
	030 LIBRARY IMPROVEMENT TOTAL		183.47		
LIBRARY					
LIBRARY					
ALLIANT ENERGY-IES	200 E 1ST ST		725.90		
BAKER & TAYLOR BOOKS	LIB BOOKS		16.39		
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES		16.80		
MOLLI JENN HUNTER	JANITORIAL SERVICES		200.00		
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING		129.48		
MONTECELLO EXPRESS INC	LIB OFFICE SUPPLIES		5.00		
	410 LIBRARY TOTAL		1,093.57		
	041 LIBRARY TOTAL		1,093.57		
AIRPORT					
AIRPORT					
MONTECELLO COMM SCHOOL DISTRCT	AIRPORT FUEL		199.59		
	280 AIRPORT TOTAL		199.59		
	046 AIRPORT TOTAL		199.59		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	20500 HWY 38/151 OVERPASS		118.79		
BLACK HILLS ENERGY	5682 1986 07		507.93		
BROWN SUPPLY CO INC	RU STREET MAINTENANCE SUPPLIES		554.00		
BRIAN CROWLEY	RU VEHICLE OPERATING SUPPLIES		235.33		
EQUIPMENT BLADES INC	RU EQUIP REPAIR/MAINT		1,995.52		
W.W. GRAINGER, INC	RU OSHA SUPPLIES		287.56		
HOTSY CLEANING SYSTEMS	RU EQUIP REPAIR/MAINT		180.50		
JOHN DEERE FINANCIAL	RU TREE & STUMP REMOVAL		350.75		
KIMBALL MIDWEST	RU EQUIP REPAIR/MAINT		256.50		
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT		80.90		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT		142.53		
LASLEY ELECTRIC LLC	RU EQUIP REPAIR/MAINT		1,116.66		
MONTECELLO COMM SCHOOL DISTRCT	RU FUEL		1,892.12		
MONTECELLO EXPRESS INC	RU SUPPLIES		7.99		
SPAHN & ROSE LUMBER CO INC	RU MINOR EQUIPMENT		377.24		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
WELTER STORAGE EQUIP CO., INC.	RU SUPPLIES		39.00		
WHITE HAWK PLUMBING & HEATING	RU BLDG REPAIR/MAINT		94.00		
	210 STREETS TOTAL		8,237.32		
	110 ROAD USE TOTAL		8,237.32		
TRUST/IOMA MARY BAKER LIBRARY					
CENTER POINT PUBLISHING	LIB BAKER BOOKS		45.54		
	410 LIBRARY TOTAL		45.54		
	503 TRUST/IOMA MARY BAKER TOTAL		45.54		
WATER					
ALLIANT ENERGY-IES	WATER PUMP #4		2,599.21		
BLACK HILLS ENERGY	5682 1986 07		719.09		
HAWKINS WATER TREATMENT	WATER SYSTEM		737.21		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		54.00		
IOWA ONE CALL	WATER SYSTEM		5.85		
LAPORTE MOTOR SUPPLY	WATER VEHICLE OPERATING		29.63		
MONTICELLO COMM SCHOOL DISTRCT	WATER FUEL		169.89		
MUNICIPAL SUPPLY INC	WATER SYSTEM		504.90		
	810 WATER TOTAL		4,819.78		
	600 WATER TOTAL		4,819.78		
SEWER					
ALTORFER INC.	SEWER EQUIP REPAIR/MAINT		1,600.23		
BLACK HILLS ENERGY	5682 1986 07		507.93		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		11.88		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		996.50		
IOWA ONE CALL	SEWER SYSTEM		5.85		
JOHN DEERE FINANCIAL	SEWER EQUIP REPAIR/MAINT		199.90		
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL		169.89		
MONTICELLO MACHINE SHOP INC	SEWER EQUIP REPAIR/MAINT		14.60		
PINNACLE PLUMBING HOLDINGS LLC	SEWER EQUIP REPAIR/MAINT		516.50		
WHITE HAWK PLUMBING & HEATING	SEWER SYSTEM		315.00		
	815 SEWER TOTAL		4,338.28		
	610 SEWER TOTAL		4,338.28		
SANITATION					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SANITATION					
BLACK HILLS ENERGY	5682 1986 07	507.93			
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	12,161.04			

	840 SANITATION TOTAL	12,668.97			

	670 SANITATION TOTAL	12,668.97			
		=====			
	Accounts Payable Total	46,619.11			

CLAIMS REPORT CLAIMS FUND SUMMARY

FUND NAME	AMOUNT
001 GENERAL	7,613.49
005 MONTICELLO BERNDES CENTER	2,843.13
015 FIRE	2,898.31
016 AMBULANCE	1,602.66
026 POLICE IMPROVEMENT	75.00
030 LIBRARY IMPROVEMENT	183.47
041 LIBRARY	1,093.57
046 AIRPORT	199.59
110 ROAD USE	8,237.32
503 TRUST/IOMA MARY BAKER	45.54
600 WATER	4,819.78
610 SEWER	4,338.28
670 SANITATION	12,668.97

TOTAL FUNDS	46,619.11

2022 Monticello Volunteer Fire Department Roster

Joe Bayne - Fire Chief

Billy Norton - Assistant Chief

Paul Warner & Chris

Joe Bayne

Jackson Snyder

Jr. Firefighters

Mike Bader

Brian Wolken

Steven Bader

Billy Norton

Devin Arduser

Ian Taylor

Josh Kray

Johnny Russ

Nick Kahler

Reece Norton

Nathan Spahr

Shannon Poe

Theron (TJ) Nealson

Michael Boysen

Dave Husmann

Matt Johnson

Johnathan (John) Snyder

Ron Herman

Brian Hinrichs

Ben Hein

Drew Haag

Cory Reyner

Tommy Norton

Sam Hunt

Travis McNally

Ben Bollwitt

Chris Hinrichs

Preston Taylor

Paul Warner

Zebulyn Bowser

Josh Kelchen

Courtney McCarthy

Alex Green

Greg Kraus

Kody Miles

Hinrichs - Training Officers

City Council Meeting
 Prep. Date: 2/15/2022
 Preparer: Sally Hinrichsen



Agenda Item: # 1 & 2
 Agenda Date: 02/21/2022

Communication Page

Agenda Items Description: Public Hearing for the Purpose of Considering the Maximum Tax Dollars to be collected by the City from Certain Levies for the City's Proposed Fiscal Year 2022-2023 Budget Resolution Approving FY 2023 Maximum Property Tax Dollars

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

Attachments & Enclosures:

Proposed Resolution
Max Levy Notice

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Council previously scheduled a public hearing for tonight's meeting to consider the Maximum Tax Dollars to be collected for the FY '23 Budget as required by new law passed in the last legislative session. After the Public Hearing the Council will consider passage of the proposed Resolution.

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

The proposed tax collections for the General Fund Levy (\$8.10 per \$1,000 of taxable valuation) and Employee Benefits Fund Levy (\$3.47321 per \$1,000 of taxable valuation) totals \$1,176,075, which is 11.51% more than last year's total of \$1,506,785. For that reason, the Council does not need to pass this Resolution by a 2/3rds vote which, as noted earlier, is inapplicable to Monticello based upon the number of Councilpersons

Staff Recommendation: Staff recommends that the Mayor open the Public Hearing, Accept comments, close the Public Hearing and that the Council thereafter approve the proposed Resolution.

**NOTICE OF PUBLIC HEARING - CITY OF MONTICELLO - PROPOSED PROPERTY TAX LEVY
Fiscal Year July 1, 2022 - June 30, 2023**

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

Meeting Date: 2/21/2022 **Meeting Time:** 06:00 PM **Meeting Location:** 220 E 1st Street, Monticello, Iowa

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

City Website (if available)
WWW.CI.MONTICELLO.IA.US

City Telephone Number
(319) 465-3577

	Current Year Certified Property Tax 2021 - 2022	Budget Year Effective Property Tax 2022 - 2023	Budget Year Proposed Maximum Property Tax 2022 - 2023	Annual % CHG
Regular Taxable Valuation	131,374,228	145,194,423	145,194,423	
Tax Levies:				
Regular General	1,064,131	1,064,131	1,176,075	
Contract for Use of Bridge			0	
Opr & Maint Publicly Owned Transit			0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.			0	
Opr & Maint of City-Owned Civic Center			0	
Planning a Sanitary Disposal Project			0	
Liability, Property & Self-Insurance Costs			0	
Support of Local Emer. Mgmt. Commission			0	
Emergency			0	
Police & Fire Retirement			0	
FICA & IPERS	208,500	208,500	284,941	
Other Employee Benefits	234,154	234,154	219,350	
Total Tax Levy	1,506,785	1,506,785	1,680,366	11.51
Tax Rate	11.46941	10.37771	11.57321	

Explanation of significant increases in the budget:

Projected increase in liability insurance premium, health insurance premiums, workers compensation premium and EMS expenses. This is not an increase in property tax rates. It is an increase in valuations set by the county, leading to additional revenue.

If applicable, the above notice also available online at:

City Web sites: ci.monticello.ia.us and monticello.lib.ia.us; Instagram site: monticello_public_library City Facebook sites: City of Monticello, Monticello Public Library - Ross & Elizabeth Baty, Monticello Ambulance Service, The Monticello Police Department, Monticello Aquatic Center, and City of Monticello – IA Parks & Recreation

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

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

The City of Monticello, Iowa

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

RESOLUTION

Approval of FY 2023 Maximum Property Tax Dollars

WHEREAS, the City Council of the City of Monticello have considered the proposed FY 2023 city maximum property tax dollars for the affected levy total, and

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

WHEREAS, a public hearing concerning the proposed city maximum property tax dollars was held on February 21, 2022,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Monticello that the maximum property tax dollars for the affected tax levies for FY 2023 shall not exceed the following total:

Total maximum levy for affected property tax levies - \$1,680,366

The Maximum Property Tax dollars requested in the total maximum levy for affected property tax levies for FY 2023 does represent an increase of greater than 102% from the Maximum Property Tax dollars requested for FY 2022.

Roll Call Vote:

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

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 21st day of February, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 2/15/2022
Preparer: Sally Hinrichsen



Agenda Item: # 4
Agenda Date: 2/21/2022

Communication Page

Agenda Items Description: Resolution approving standard Residential Tax Abatement related to property located at 845 Breckenridge Drive, Monticello

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Abatement Application filed by Darren Reade related to residential improvements constructed at 845 Breckenridge Drive, Monticello, Iowa

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

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

The City of Monticello, Iowa

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

RESOLUTION

Approving Darren and J'nee Reade Tax Abatement Application related to Residential Improvements constructed at 845 Breckenridge Drive, Monticello, Iowa

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

WHEREAS, Darren Reade has completed and filed an Application for Tax Abatement related to residential property located at 845 Breckenridge Drive, and

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Darren and J'nee Reade as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of January 14, 2022 and being signed by Darren Reade and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 21st day of February, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 2/15/2022
Preparer: Sally Hinrichsen



Agenda Item: # 5
Agenda Date: 2/21/2022

Communication Page

Agenda Items Description: Resolution approving standard Commercial and Residential Tax Abatement related to property located at 121 East First Street, Monticello

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Abatement Application filed by Peg Mere related to commercial and residential improvements constructed at 121 East First Street, Monticello, Iowa

Background Information: This Resolution provides the tax abatement as set out in the Code for commercial and residential properties. The new value added by the residential improvement, up to \$75,000, is exempt from taxation for five years. A percentage of assessed value added by the improvements will be exempt from taxation for 5 years at 75%, 65%, 55%, 45% and 35% respectively.

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

The City of Monticello, Iowa

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

RESOLUTION

Approving standard Tax Abatement Application on Commercial and Residential
Improvements located at 121 East First Street, Monticello, Iowa

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

WHEREAS, The owners of the property located at 121 East First Street have completed the remodeling to the building, same to house an upstairs apartment and retail store on the lower level, and have requested the standard commercial and residential tax abatement on said improvements, and

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

WHEREAS, The Council further finds that the estimated completion date of the residential improvements is January 1, 2022 and commercial improvements to be April 1, 2022, and finds, based thereon, that the Jones County Assessor will need to determine how many years of tax abatement remain on this property, being tied to the date on which the property was deemed to be 100% complete for taxation purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Duayne and Peg Mere as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of February 3, 2022 and being signed by Peg Mere and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 21st day of February, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
 Prep. Date: 02/17/2022
 Preparer: Sally Hinrichsen



Agenda Item: # 6
 Agenda Date: 02/21/2022

Communication Page

Agenda Items Description: Resolution Approving Franchise Fee Rebate to Orbis Manufacturing

Type of Action Requested: Resolution												
Attachments & Enclosures: <table border="1"> <tr><td>Resolution</td></tr> <tr><td>Doug Wortman email – Feb 10, 2022</td></tr> <tr><td>Rebate Policy</td></tr> </table>	Resolution	Doug Wortman email – Feb 10, 2022	Rebate Policy	Fiscal Impact: <table border="1"> <tr><td>Budget Line Item:</td><td></td></tr> <tr><td>Budget Summary:</td><td></td></tr> <tr><td>Expenditure:</td><td></td></tr> <tr><td>Revenue:</td><td></td></tr> </table>	Budget Line Item:		Budget Summary:		Expenditure:		Revenue:	
Resolution												
Doug Wortman email – Feb 10, 2022												
Rebate Policy												
Budget Line Item:												
Budget Summary:												
Expenditure:												
Revenue:												

Synopsis: The City normally reimburses Industry for portion of franchise fee billed on electricity used for production purposes. (This electricity is exempt from State sales tax as well)

Background Information: Per City policy, effective 9/6/2005, production related electricity would not be subject to City Franchise Fee. Alliant collects the fee, and Industrial users are then entitled to request reimbursement from the City.

Orbis followed the policy and requested reimbursement from the City over the years, however, failed to request reimbursement for the 2009 and 2010 tax periods, The City approved Resolution #11-35 authorizing payment of the rebates to Orbis in the amount of \$46,987.28 in 24 monthly installments.

Orbis submitted request for reimbursement for 3rd quarter 2020, on October 19, 2020. During the review of the request, it was discovered that only the 1st month of the quarter reflected the exemption amount. I contacted Doug Wortman, local Orbis Operations Manager, to discuss the issue and was advised that he would look into the matter.

I received the reimbursement request for the 4th quarter of 2020 on February 17, 2021 from Megan Foust, Orbis Human Resource Coordinator. In reviewing the 4th quarter request for reimbursement, the invoices still did not reflect the exemption status. I emailed Megan back on February 18th, explaining my conversation with Doug regarding the prior quarter’s request. I offered to process the July 2020 invoice which reflected the exemption status, which was paid to them on March 2, 2021.

On April 19, 2021, city received the request for the 2021 1st quarter request for reimbursement, which did not reflect the exemption status, however, was timely filed.

On February 10, 2022, City received the request for reimbursement for 2021 4th quarter which reflected the exemption status and was timely filed in the amount of \$6,440.91. City also received an email from Doug Wortman explaining the situation and requesting the respective rebates.

The total requested for 2020 quarters 3 & 4 (07/30/2020 to 12/29/2020) totals \$ 12,381.24

The total requested for 2021 quarters 1, 2 & 3 (12/29/2020 to 9/29/2021) totals \$ 23,218.53

TOTAL requested \$35,599.77

By policy, see attached, rebate requests are to be submitted no later than thirty (30) days after each quarter. These rebate requests for the 2nd and 3rd quarters of 2021, were not timely filed and were received on February 14, 2022.

Doug Wortman did forward the Alliant report where is shows the July 2020 start date and the exemptions status as determined.

With that said, the Council may choose to authorize the rebate payments, and may rightfully choose not to. The rebates, as requested, would have been automatically presented for payment on a bill list if they had been timely filed, with the exemption status reflected.

Recommendation: It is recommended that the Council consider the request and provide staff with direction.

The City of Monticello, Iowa

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

RESOLUTION #

Resolution to Approve Franchise Fee Rebate to Orbis Manufacturing.

WHEREAS, the City collects a franchise fee on all Alliant electric accounts in the City of Monticello and has a procedure in place to rebate the franchise fee collected by Alliant on tax exempt production electricity, and

WHEREAS, Production Electricity users must complete a City Rebate Form and present same to the City for approval before receiving the rebate or reimbursement, and

WHEREAS, The City of Monticello apparently adopted a "Rebate Program" for production exempt electricity, the terms of same requiring that Rebate/Reimbursement requests must be submitted to the City within thirty (30) days after the end of the quarter to be eligible for the rebate, with the end of the quarter being considered to fall on the last day of the billing cycle which includes the last day of the quarter, and

WHEREAS, Orbis has submitted Rebate requests for the 3rd quarter, covering the period from June 29, 2020 to September 28, 2020 and same having been submitted on 10/19/2020. They were reimbursed for the franchise fees for the period of June 29, 2020 to July 30, 2020 in the amount of \$3,333.16, as this was the only invoice that reflected the production exempt electricity, and

WHEREAS, Orbis has submitted Rebate requests for the 3rd and 4th quarters of 2020 and the first three quarters of 2021 to the City. The Rebate requests for the 2nd and 3rd quarters of 2021 were not timely filed and were delinquent, and

WHEREAS, If the Rebate requests had been timely submitted, with the exemption status correct Orbis would have been entitled to rebates totaling \$35,599.77, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby direct the City Clerk's Office to pay \$_____ to Orbis Manufacturing.

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 21st day February, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

Sally Hinrichsen

From: Wortman, Doug <doug.wortman@orbiscorporation.com>
Sent: Thursday, February 10, 2022 2:08 PM
To: Russ Farnum; Sally Hinrichsen
Cc: Foust, Megan
Subject: FW: Alliant Energy Bills (2021 Q1)
Attachments: SLP602122021012100.pdf

Russ,

Looking for your insight (or the Councils) on how we may proceed.

A while back, like late summer/early fall of 2020, Alliant Energy sent the request for a new study (for an update to the % of sales tax exemption) to the wrong email address (they sent to a 3rd party billing company, rather than ORBIS).

Sally noticed (good attention to detail) when trying to process a City Franchise Fee rebate to ORBIS (which she does every 3 months or so), that the Alliant bill was not correct as they did not have the correct tax exempt % in the billing, and thus Sally was not able to accurately calculate that rebate to ORBIS.

So, after many months (covid delays.....); Alliant finally figured out what happened and sent the correct request to ORBIS.

Then, after even more so called covid delays, we finally got all the study requirement changes from Alliant and their respective, certified companies to do the study (they always did themselves in the past)...

It then finally got scheduled for last summer. Then finally this past fall, Alliant got their study and corrected the %. The attached billing/request for the Franchise rebate has the correct %.

Then, after the correction of the % by Alliant, I had our Corporate Team, file with the Iowa Revenue Dept to get back the amount we (ORBIS) overpaid in sales tax, to get the respective rebate. We are still waiting for the check.

So, now that we got all the billing corrected what would be the right way to file for the respective City Franchise Fee rebate, that Sally was not able to Calculate, for over a year.

Thanks, Doug W.

From: Foust, Megan <Megan.Foust@orbiscorporation.com>
Sent: Thursday, February 10, 2022 12:13 PM
To: Sally Hinrichsen <sallyh@ci.monticello.ia.us>
Cc: Wortman, Doug <doug.wortman@orbiscorporation.com>
Subject: Alliant Energy Bills (2021 Q1)

Good Afternoon,

Please see the attached bills and request for reimbursement for 2021 Q4.

Thanks,
Megan

Rebate Directions for Production Exempt Alliant Energy Franchise Fee Application Form

On September 6, 2005 the City Council of Monticello approved a Rebate program for production exempt electricity. This program allows businesses which qualify for tax exempt electricity for the purposes of manufacturing to receive a rebate of said consumption for the 3% franchise fee. For those businesses that qualify and complete the procedural steps explained below, rebates will be paid by the City beginning in October 2005, and will continue quarterly.

STEP 1 - Determining Eligibility

Any Industry within the City of Monticello which has tax-exempt status for "Production Electricity" will qualify based on the percentage determined by Alliant Energy.

STEP 2 – Filling Out the Form

Definition of fields:

- **Vendor Name/Address – Name and address of the company billed by Alliant Energy**
- **Service Location – Address of location billed by Alliant Energy**
- **Alliant Energy Account Number – The account(s) for which you are requesting a rebate**
- **Billing Period – Billing period for which you are requesting the rebate**
- **Franchise Fee Paid for Month – The total amount of the franchise fee paid for the month for Production Exempt Usage**
- **Total Reimbursement requested – Total dollars for the quarter that you are requesting**
- **Submitted by – The person to be contacted with questions concerning your rebate**

- **Telephone Number – The phone number where the contact person can be reached**

STEP 3 – Submission of Form

Mail the completed form along with a copy of each Alliant Energy billing statement for which you are seeking a rebate to the City Clerks office at the address below to begin the rebate process:

**City of Monticello
City Clerks Office
200 East 1st Street
Monticello, IA 52310**

Forms must be submitted for rebate payment no later than 30 days after each quarter to qualify for payment of the rebates covering service for the prior quarter.

If you have questions regarding the form please call 319-465-6435.

City Council Meeting
Prep. Date: 2/15/2022
Preparer: Sally Hinrichsen



Agenda Item: # 7
Agenda Date: 02/21/2022

Communication Page

Agenda Items Description: Resolution scheduling Public Hearing on the City of Monticello 2022/2023 Fiscal Year budget

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Scheduling Public Hearing on FY '23 Budget approval for March 21st to 30th, 2022

Background Information: Public hearing required prior to approval of annual budget. Notice will be published in the Express as required by the Iowa Code.

Staff Recommendation: Recommend that the Council approve the proposed resolution scheduling public hearing on the proposed FY '23 budget for March _____, 2022 at 6:00 p.m.

The City of Monticello, Iowa

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

RESOLUTION #

Scheduling Public Hearing on the City of Monticello 2022/2023 Fiscal Year budget for March _____, 2022 at 6:00 p.m.

WHEREAS, The Iowa Code requires that that the City of Monticello hold a Public Hearing on the proposed budget for the coming fiscal year, prior to the final approval of same, and

WHEREAS, The budget must be submitted to the County Auditor by no later than March 31, 2022, and

WHEREAS, Notice of the Public Hearing must be published at least ten but no more than twenty days prior to the Public Hearing, and

WHEREAS, Notice shall be published in the Monticello Express on the _____ day of March, 2022, scheduling Public Hearing for the _____ day of March 2022 at 6:00 P.M. at the, City Council Chambers at the Mary Lovell LeVan Renaissance Center, Monticello, Iowa, and

WHEREAS, The City Clerk is instructed to see to the publication of the appropriate Notice in the Monticello Express, consistent with the above dates, so that the Public Hearing may be held as scheduled herein.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby schedule Public Hearing on the proposed 2022/2023 budget for the _____ day of March 2022 at 6:00 p.m. to be held in the City Council Chambers at the Mary Lovell LeVan Renaissance Center in Monticello, Iowa.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto.
Done this 21st day of February, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 02/17/2022
Preparer: Russell Farnum



Agenda Item: # 8
Agenda Date: 02/21/2022

Communication Page

Agenda Items Description: Resolution regarding Sale of 449 N. Sycamore Street

Type of Action Requested: Resolution

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The City acquired a dilapidated property at 449 N. Sycamore, and demolished the structure with the intent of returning the property to the tax rolls. Resolution 2021-155, approved on December 6, authorized Staff to advertise and accept proposals for the property, and scheduled a public hearing on the proposals for the January 17, 2022 Council meeting.

After the public hearing Council selected a proposal by Mike and Emily Kraus. Since that time, the Kraus's have withdrawn their proposal.

The Council's best option is to take new proposals on the disposition of the lot, and schedule a new public hearing. Other options would include not selling the property at this time, or working to find another builder that would take it under the exact same terms that the Council previously approved.

Recommendation: It is recommended that the Council pass this resolution to direct staff to take new proposals for the disposition of the property and schedule a new public hearing.

The City of Monticello, Iowa

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

RESOLUTION

Authorizing City Administrator to request proposals related to City owned lot located at 449 North Sycamore Street for Council review

WHEREAS, the City Council previously purchased house located at 449 North Sycamore Street and demolished and clear lot, and

WHEREAS, City Council requested proposals be sought from parties interested in the purchase of the City owned property located at 449 North Sycamore Street, and

WHEREAS, notice will be published for two consecutive weeks in the Monticello Express seeking proposals, and

WHEREAS, Council will hold a hearing to considered the positive impacts to the community of proposals received, including but not limited to the following considerations:

1. Highest and Best Use of the lot.
2. Sale price of the lot.
3. Taxable basis of the lot.
4. Fit with the neighborhood.
5. Timing of improvements.

Council will determine which proposal received will bring the greatest benefit to the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby direct the City Administrator to request proposals related to the City owned property at 449 North Sycamore Street, Monticello, Iowa.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto.
Done this 21st day of February, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting Prep. Date: 02/17/2022 Preparer: Russell Farnum		Agenda Item: # Agenda Date: 02/22/2022
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Communication Page

Agenda Items Description: Authorizing Letter of Intent to Apply for Iowa Main Street Iowa Program

Type of Action Requested: Motion

Attachments & Enclosures:

Draft Letter of Intent

Fiscal Impact: (TBD)
 Budget Line Item:
 Budget Summary:
 Expenditure:
 Revenue:

Synopsis: In 2019 the City applied to become a Main Street Iowa community. At that time, the City finished third when only two communities were selected. There is growing support to apply again in the forthcoming application period. A Letter of Intent is due by April 1, and the formal application will be due at the end of May. Neither the Letter of Intent, nor the application, obligates the City to formally become a Main Street community (if selected).

Background: The City has previously participated in Heart and Soul and the Hometown Pride programs. These programs build leadership and capacity in the community to handle programs like Main Street Iowa.

The Main Street Iowa program is an ongoing, locally-driven organization that focuses on improving the downtown for the benefit of the community. The four main areas of the Main Street program focus on:

- Organization – Creating a leadership organization that understands how downtowns need to function;
- Promotion – Creating events and attracting customers to the downtown;
- Design – Focuses on architecture and other features (signs, landscaping, sidewalks) that create a unique destination;
- Economic Vitality – Focusing on the right mix of businesses and customers to build long term financial success in the downtown.

At least one member of the committee of downtown business owners that are working on this application will be present at the Council meeting to address any questions or concerns. In addition, I have personal experience with the Main Street program. Please don't hesitate to reach out with any questions or concerns.

Recommendation: A motion authorizing the Mayor to sign and submit the Letter of Intent is recommended.



M CITY OF
MONTICELLO

200 E. First St.
Monticello, IA 52310
(319) 465-3577
Fax (319) 465-3527

Equal Opportunity Employer - Fair Housing City

February 23, 2022

Michael Wagler, State Coordinator
Main Street Iowa
200 E. Grand Ave
Des Moines, IA 50309

Re: Main Street Iowa – Notice of Intent to Apply

Dear Michael:

Thank you for the opportunity to learn about the Main Street program. The information provided was very informative and helpful in our continuing consideration of the Main Street Iowa program. The Main Street Iowa program would be of great benefit to our community and would be of great help and assistance in moving our downtown to the next level. This opinion is supported by local community input as well.

This letter is intended to formally notify you of the City of Monticello's intent to submit an application for consideration during the 2022 Main Street Application Round. We are looking forward to the preparation of our online application and visiting with you to review and define the appropriate district boundaries.

We are looking forward to this process and anxious to make our downtown something very special in the years ahead.

Sincerely yours,

Dave Goedken,
Mayor, City of Monticello

City Council Meeting
Prep. Date: 2/17/2022
Preparer: Sally Hinrichsen



Agenda Item: # 11-19
Agenda Date: 2/21/2022

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:

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