

City of Monticello, Iowa

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Posted on May 12, 2022 at 1:00 p.m.

Monticello City Council Meeting May 16, 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	May	2, 2022
Approval of Payroll	May	5, 2022
Approval of Bill List		
Approval of Treasurer's Report	April	2022

Public Hearing:

1. **Public Hearing** on Amendment of the Budget for Fiscal Year July 1, 2021 to June 30, 2022
2. **Resolution** Amending the Current Budget for the Fiscal Year Ending June 30, 2022

Presentations:

3. **Presentation** by University of Iowa students regarding a plan for Riverside Gardens and BR3/Dollar Fresh open space areas (funded through the Maquoketa River Watershed Management Agency)

Resolutions:

4. **Resolution** Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2022 for the City of Monticello
5. **Resolution** Approving Tammy Sutterman Tax Abatement Application related to Residential Improvements constructed at 510 North Sycamore Street, Monticello, Iowa
6. **Resolution** to affirm Council approval of the Preparation and Submission of Grant and/or loan Application with USDA to assist in the construction of the wastewater treatment facility
7. **Resolution** to approve the hiring of a part-time employee to support the COAP Grant for Jones County Law Enforcement
8. **Resolution** To Approve the hiring of two Public Works Department seasonal employees and one Parks and Recreation Department seasonal employee and setting wage

Reports / Potential Actions:

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

Work Sessions:

18. Work Session – Job Descriptions

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: May 16, 2022 City Council Meeting

Time: May 16, 2022 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87516669486>

Meeting ID: 875 1666 9486

One tap mobile

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Dial by your location

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Meeting ID: 875 1666 9486

Find your local number: <https://us02web.zoom.us/j/kpUcJSLa2>

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Regular Council Meeting
May 2, 2022 – 6:00 P.M.
Community Media Center

Mayor Dave Goedken called the meeting to order. Council present were: Wayne Peach, Candy Langerman, Chris Lux and Tom Yeoman. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Water/Wastewater Superintendent Jim Tjaden, Public Works Director Nick Kahler, and Library Director Michelle Turnis. Council member Brenda Hanken, Park & Rec Director Jacob Oswald and Police Chief Britt Smith arrived during meeting. Council member Scott Brighton was absent. The public was invited to attend the meeting in person, with limited seating or to participate in the meeting electronically via “Zoom Meetings” and were encouraged to communicate from Zoom Meeting via chat, due to the heightened public health risks of the Coronavirus Pandemic (COVID-19). The meeting did have public attendance, both in-person and via Zoom.

Yeoman moved to approve agenda, Peach seconded, roll call unanimous. Hanken arrived.

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

Farnum advised Council had previously approved the annexation of Jellystone, however the required notice sent to the paper was not published, when intended. Notice was published giving public the proper notice prior to this meeting. Yeoman moved to approve Resolution #2022-61 Approving and Accepting the Voluntary Annexation of certain properties generally described as the Jellystone Campgrounds, adjoining the City of Monticello for at least fifty feet and not creating an island, as same is within Iowa Code §368.7(2). Langerman seconded, roll call unanimous.

Farnum reviewed Plat of Survey for Parcel 2022-32, changing lot line between Lots 13 and 14 in Cedar View Estates, which is within the City’s extraterritorial jurisdiction for subdivision reviews. Planning & Zoning reviewed and recommended approval. Peach moved to approve Resolution #2022-62 Approving Plat of Survey to Parcel 2022-32 for Property at 21800 Cardinal Court, Langerman seconded, roll call unanimous.

Farnum reviewed Plat of Survey for Parcels 2022-34, 2022-35 and 2022-36 on Northridge Drive, west of Birch Street. Owner wishes to sell off two parcels of surplus land and has an interested buyer for the one lot. Planning & Zoning reviewed and recommended approval. Yeoman moved to approve Resolution #2022-63 Approving Plat of Survey to Parcels 2022-34, 2022-35 and 2022-36, Peach seconded, roll call unanimous.

Farnum reviewed the East 7th Street Utility Improvements Change Order #5 and Pay Request #2. Langerman moved to approve Resolution #2022-64 Approving Change Order #5 in the decrease amount of (\$7,391.00), submitted by Pirc-Tobin Construction, Inc. related to the 2021 East 7th Street Utility Improvements Project, Lux seconded, roll call unanimous.

Langerman moved to approve Resolution #2022-65 Approving Pay Request #2 from Pirc-Tobin Construction, Inc. related to the 2021 East 7th Street Utility Improvements Project in the amount of \$219,784.65, Yeoman seconded, roll call unanimous.

Kahler reviewed the sealcoat bid from L.L. Pelling. Langerman moved to approve Resolution #2022-66 Approving contracting with LL Pelling Co. to complete various sealcoating projects, Hanken seconded, roll call unanimous.

Kahler reviewed issues with the storm drain intakes on Hwy 38 and the curb and gutter on West 5th Street and bid from Monk Construction to make repairs. Staff is meeting with IDOT regarding the Hwy 38 overlay project and will determine how to proceed after the meeting. Hanken moved to approve Resolution #2022-67 Approving contracting with Steve Monk Construction Ltd to complete storm drain intake and curb and gutter repairs, Langerman seconded, roll call unanimous.

Barry reviewed the Change Order approved earlier and advised decrease was due to driveways and storm sewer not being disrupted. Contractor needs to run main across to Locust Street and connect to the 4-inch main. The roadway and water main are completed on 7th Street. Contractor is working on the sidewalks, service connections, and then will do the top soil and restoration. Project is on schedule.

Mayor Goedken reported the Community Building committee volunteers bid on the stage curtains from the Middle School and accepted them. They are working to hang them and possibly paint part of the stage walls.

Goedken questioned if the Park & Rec phone calls for Park & Rec Dept are forwarded to their cell phones, if no one is in the office to answer the phone. Oswald stated it was not set up that way now. Goedken received a call from a soccer coach that advised they called and didn't hear back until the next day. Oswald stated they return calls as soon as possible. Goedken asked Oswald to place the phone service on the next Park & Rec Board agenda.

Farnum stated the Hwy 38 Pre-Con meeting with IDOT and contractors will be held at 8 AM on Tuesday morning. The IDOT will be resurfacing Hwy 38 in Monticello including Cedar Street from 11th Street to First Street, First Street from Cedar Street to Main Street and Oak Street from Main Street to the Airport, which will include curb replacement, handicapped ramps and grind and overlay of street and parking surfaces.

Farnum met with Rod Horsfield with Horsfield Construction, Kahler and Engineer Patrick Schwickerath to review issues on North Sycamore Street Project. They discussed sidewalk and drainage issues and how to resolve. Horsfield will put together a quote to correct the issues. City will check to be sure sidewalk was installed as they were designed.

Farnum is working on the Iowa Living Roadway grant for landscape along roadways.

Main Street Committee met with the State Rep last week and received a lot of input on the grant.

Farnum stated the wastewater treatment plant plans are about 90% complete. Changes had to be made to the plans to meet the USDA requirements regarding several issues like the flood plain requirements, where SFR loan uses the 100 year flood data and the USDA

requires the 500 year flood data, which is a difference of about 3 feet. SRF loan has a higher interest rate but a short term and USDA loan has a lower interest rate and longer term. Council will need to determine which loan to go with, but the SRF loan would require a higher sewer rate than the USDA loan.

Farnum reported Maquoketa Watershed Project committee will be at the May 16th Council meeting to review draft plans for Riverside and area near Dollar Fresh. Council will need to decide how to proceed and/or make changes to the plans.

Tjaden reported two abandoned service lines were found on the 7th Street Project and they were removed prior to lining the main.

Oswald reported they still looking for more pool staff, especially lifeguards. Pool will open however depending on staffing, may need to adjust hours they are open.

Hanken stated she was asked what land and parcels the City was selling and that she was not aware of any. Farnum stated the only recent parcel was the property on Sycamore Street that the Council approved to sell to Dean Stevens. Farnum has given a draft agreement to Stevens for review.

Hanken questioned who is authorized to contact the City Attorney. Farnum stated everyone is to go through him with the exception of the Police Chief who is allowed to contact attorney regarding criminal matters. Hanken questioned if those were the only calls City is being billed for? Herman stated he has received random calls and he directs them to Farnum.

Peach moved to adjourn at 6:45 PM and take a short recess before beginning the work session to review the handbook.

Council held the work session to review the City Handbook until 7:33 PM.

Dave Goedken, Mayor

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - MAY 5, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	April 18 - May 1, 2022				
Brian Bronemann	\$ 521.43	\$ -	0.00	0.00	\$ 440.16
Jacob Gravel	1,668.00	-	0.00	0.00	1,214.89
Mason Hanson	333.90	-	0.00	0.00	280.23
David Husmann	2,337.30	429.30	0.00	0.00	1,313.49
Mary Intlekofer	2,337.30	429.30	0.00	0.00	1,585.92
Nick Kahler	96.00	-	0.00	0.00	82.62
Lori Lynch	2,463.35	388.95	0.00	0.00	1,662.77
Chloe Mogensen	331.33	-	0.00	0.00	276.26
Mandy Norton	916.30	-	0.00	0.00	691.15
Shannon Poe	257.90	-	0.00	0.00	203.69
Sabrina Strella	224.00	-	0.00	0.00	187.67
Ryan Sutcliffe	2,016.51	548.40	0.00	0.00	1,571.65
Curtis Wyman	1,668.00	-	8.25	11.88	1,136.00
TOTAL AMBULANCE	\$ 15,171.32	\$ 1,795.95	8.25	11.88	\$ 10,646.50
CEMETERY	April 16 - 29, 2022				
Dan McDonald	\$ 1,825.75	\$ 81.75	0.00	0.00	\$ 1,323.60
TOTAL CEMETERY	\$ 1,825.75	\$ 81.75	0.00	0.00	\$ 1,323.60
CITY HALL	April 17 - 30, 2022				
Cheryl Clark	\$ 1,780.31	\$ 8.31	0.75	33.76	\$ 1,211.92
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	1,574.40	-	0.00	0.00	1,020.70
TOTAL CITY HALL	\$ 9,622.59	\$ 8.31	0.75	33.76	\$ 6,392.99
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	April 18 - May 1, 2022				
Molli Hunter	\$ 987.20	\$ -	0.00	0.00	\$ 778.08
Penny Schmit	1,188.80	-	0.00	0.00	646.87
Michelle Turnis	1,705.44	-	0.00	0.00	1,043.56
TOTAL LIBRARY	\$ 3,881.44	\$ -	0.00	0.00	\$ 2,468.51
MBC	April 18 - May 1, 2022				
Jacob Oswald	\$ 2,089.42	\$ -	0.00	0.00	\$ 1,573.85
Kegan Arduser	1,384.62	-	0.00	0.00	1,056.57
TOTAL MBC	\$ 3,474.04	\$ -	0.00	0.00	\$ 2,630.42
POLICE	April 18 - May 1, 2022				
Zachary Buehler	\$ 2,258.36	\$ -	0.00	0.00	\$ 1,674.98
Peter Fleming	2,327.98	-	0.00	5.25	1,641.35
Dawn Graver	2,469.60	-	0.00	0.00	1,782.75
Erik Honda	2,613.63	44.81	0.00	0.25	1,940.87

PAYROLL - MAY 5, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Jordan Koos	2,509.08	-	0.00	0.25	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	2,771.04	180.72	0.00	0.00	2,041.18
TOTAL POLICE	\$ 19,596.75	\$ 225.53	0.00	5.75	\$ 14,353.20
ROAD USE	April 16 - 29, 2022				
Zeb Bowser	\$ 1,744.00	\$ -	0.00	0.00	\$ 1,286.84
Nick Kahler	2,131.80	-	0.00	0.00	1,458.28
Jasper Scott	1,752.18	8.18	0.00	2.38	1,202.63
TOTAL ROAD USE	\$ 5,627.98	\$ 8.18	0.00	2.38	\$ 3,947.75
SEWER	April 16 - 29, 2022				
Tim Schultz	\$ 1,992.00	\$ -	10.13	13.63	\$ 1,387.52
Jim Tjaden	2,461.54	-	0.00	0.00	1,786.99
TOTAL SEWER	\$ 4,453.54	\$ -	10.13	13.63	\$ 3,174.51
WATER	April 16 - 29, 2022				
Daniel Pike	\$ 1,968.00	\$ -	3.38	28.38	\$ 1,419.31
TOTAL WATER	\$ 1,968.00	\$ -	3.38	28.38	\$ 1,419.31
TOTAL - ALL DEPTS.	\$ 66,181.41	\$ 2,119.72	22.51	95.78	\$ 46,862.60

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPRT FEES	26.50			
KEVIN'S GUNS	PD AMMUNITION	790.65			
LYNCH DALLAS, P.C.	PD ATTORNEY FEES	47.51			

	110 POLICE DEPARTMENT TOTAL	864.66			
STREETS					
ACCENT CONCRETE LLC	RU ROADWAY/STREETS CONSTRUCTIO	4,865.00			

	210 STREETS TOTAL	4,865.00			
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	231.73			

	230 STREET LIGHTS TOTAL	231.73			
AQUATIC CENTER					
BRIAN CROWLEY	POOL MAINTENANCE SUPPLIES	160.00			
LASLEY ELECTRIC LLC	POOL EQUIP REPAIR/MAINT	753.91			

	440 AQUATIC CENTER TOTAL	913.91			
CEMETERY					
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	14.47			

	450 CEMETERY TOTAL	14.47			
SOLDIER'S MEMORIAL BOARD					
MIDWEST ALARM SERVICES	ELEVATOR MAINTENANCE/REPAIR	78.00			

	498 SOLDIER'S MEMORIAL BOARD TOTAL	78.00			
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES	306.25			

	620 CLERK/CITY ADMIN TOTAL	306.25			
ATTORNEY					
LYNCH DALLAS, P.C.	ATTORNEY FEES	495.00			

	641 ATTORNEY TOTAL	495.00			
CITY HALL/GENERAL BLDGS					
HOLIDAY INN AIRPORT	CH TRAVEL - HINRICHSEN	224.00			
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	492.30			
MIDWEST ALARM SERVICES	ELEVATOR MAINTENANCE/REPAIR	156.00			
MONTICELLO EXPRESS INC	CH ADVERTISING	577.53			
ORBIS MENASHA CORP	CH FRANCHISE FEE REFUND	5,723.29			
SECRETARY OF STATE OF IOWA	CH NOTARY FEE - CLARK	60.00			

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	650 CITY HALL/GENERAL BLDGS TOTAL	7,233.12			
	001 GENERAL TOTAL	15,002.14			
MONTICELLO BERNDES CENTER					
PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC	1,001.87			
MOLLI JENN HUNTER	JANITORIAL SERVICES	362.50			
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES	9.00			
LAPORTE MOTOR SUPPLY	MBC EQUIP REPAIR/MAINT	9.79			
DAVID B MCNEILL	MBC MAINTENANCE SUPPLIES	6.18			
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT	5,850.00			
MONTICELLO COMM SCHOOL DISTRICT	MBC BASKETBALL HOOPS	220.00			
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES	87.00			
MONTICELLO SPORTS	MBC SOCCER GOALS & SHIRTS	228.00			
	430 PARKS TOTAL	7,774.34			
	005 MONTICELLO BERNDES CENTER TOTAL	7,774.34			
FIRE					
FIRE					
FIRE SERVICE TRAINING BUREAU	FIRE TRIANING - BOLLWITT	100.00			
MCALEER WATER CONDITIONING INC	FIRE SOFTENER SALT	17.60			
MERCY PHYSICIAN ASSOCIATES	FIRE PHYSICAL - MCCARTHY	419.00			
MONTICELLO FIRE ASSOCIATION	FIRE SERVICES	7,120.00			
MUNICIPAL EMERGENCY SERVICES	FIRE SUPPLIES	200.60			
	150 FIRE TOTAL	7,857.20			
	015 FIRE TOTAL	7,857.20			
AMBULANCE					
AMBULANCE					
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	4.28			
ESO SOLUTIONS, INC.	AMB SOFTWARE	4,198.00			
INFRASTRUCTURE TECHNOLOGY	AMB DATA PROCESSING	26.50			
PEGGY PAYNE	AMB OVERPAYMENT REFUND	30.00			
	160 AMBULANCE TOTAL	4,258.78			
	016 AMBULANCE TOTAL	4,258.78			
LIBRARY					
LIBRARY					
ALL AMERICAN LAWN & LANDSCAPE	LIB SPRING CLEANUP	165.00			
BAKER & TAYLOR BOOKS	LIB AUDIO RECORDINGS	25.84			
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES	5.50			
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS	27.04			

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MOLLI JENN HUNTER	JANITORIAL SERVICES	337.50			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	90.37			
MIDWEST ALARM SERVICES	ELEVATOR MAINTENANCE/REPAIR	78.00			
MONTICELLO EXPRESS INC	LIB ADVERTISING	65.40			
MICHELLE TURNIS	LIB PROGRAMS/PROMOTIONS	20.36			

410	LIBRARY TOTAL	815.01			

041	LIBRARY TOTAL	815.01			
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	41.50			
DIAMOND VOGEL PAINT CENTER 221	RU STREET MAINTENANCE SUPPLIES	1,766.70			
GENERAL TRAFFIC CONTROLS, INC.	RU LIGHT SYSTEMS & STRUCTURES	36.02			
INFRASTRUCTURE TECHNOLOGY	RU COMPUTER SUPPORT FEES	60.00			
JOHN DEERE FINANCIAL	RU TREE & STUMP REMOVAL	58.52			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	50.20			
LASLEY ELECTRIC LLC	RU LIGHT SYSTEMS & STRUCTURES	315.00			
MIDWEST WHEEL COMPANIES	RU EQUIP REPAIR/MAINT	191.00			
THEODORE KRAUS	RU TREE & STUMP REMOVAL	250.00			
MONTICELLO COMM SCHOOL DISTRICT	RU LOCKERS	12.00			
MONTICELLO EXPRESS INC	RU ADVERTISING	171.20			
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	744.96			
SNYDER & ASSOCIATES, INC	7TH ST & JOHN DRIVE	11,345.02			

210	STREETS TOTAL	15,042.12			

110	ROAD USE TOTAL	15,042.12			
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB GEHRET BOOKS	41.76			

410	LIBRARY TOTAL	41.76			

178	TRUST/SLAVKA GEHRET FUND TOTAL	41.76			
PARK IMPROVEMENT					
CAPITAL PROJECTS					
JOHN DEERE FINANCIAL	PARK IMP PICKLEBALL COURT	75.93			

750	CAPITAL PROJECTS TOTAL	75.93			

313	PARK IMPROVEMENT TOTAL	75.93			
CAPITAL IMPROVEMENT					
CAPITAL PROJECTS					
HDR ENGINEERING INC	CAP IMP 2021 TAXIWAY/APRON	2,540.00			

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	750 CAPITAL PROJECTS TOTAL	2,540.00			
	332 CAPITAL IMPROVEMENT TOTAL	2,540.00			
TRUST/IOMA MARY BAKER LIBRARY					
INFRASTRUCTURE TECHNOLOGY	LIB BAKER TECH SUPPORT FEES	115.00			
410 LIBRARY TOTAL		115.00			
503 TRUST/IOMA MARY BAKER TOTAL		115.00			
WATER					
WATER					
DAVID & KATHY BYRON	OVERPAYMENT REFUND - MCGREGORY	86.48			
HAWKINS WATER TREATMENT	WATER SYSTEM	418.23			
STATE HYGIENIC LABORATORY	WATER LAB TESTS	54.00			
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING	11.50			
IOWA ONE CALL	WATER SYSTEM	11.80			
JOHN DEERE FINANCIAL	WATER SUPPLIES	25.97			
BRIAN MEEKS	OVERPAYMENT REFUND - MEYERS	43.19			
MONTICELLO EXPRESS INC	WATER ADVERTISING	247.03			
SURVEYING AND MAPPING LLC	WATER GIS MAPPING	1,800.00			
SNYDER & ASSOCIATES, INC	WATER MAIN - OAK ST	682.50			
810 WATER TOTAL		3,380.70			
600 WATER TOTAL		3,380.70			
CUSTOMER DEPOSITS					
WATER					
CITY OF MONTICELLO	SHANER/JORDAN	150.00			
810 WATER TOTAL		150.00			
602 CUSTOMER DEPOSITS TOTAL		150.00			
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST	3,352.02			
B/P ASSOCIATES INC	SEWER SYSTEM	464.55			
HACH COMPANY	SEWER LAB SUPPLIES	818.50			
STATE HYGIENIC LABORATORY	SEWER LAB TESTS	811.00			
IOWA ONE CALL	SEWER SYSTEM	11.80			
M TOWN TIRE & AUTO	SEWER EQUIP REPAIR/MAINT	60.00			
PIRC-TOBIN CONSTRUCTION INC	SEWER SYSTEM	6,115.01			
SURVEYING AND MAPPING LLC	SEWER GIS MAPPING	1,800.00			
TRI COUNTY PROPANE LLC	SEWER UTILITIES	1,716.73			

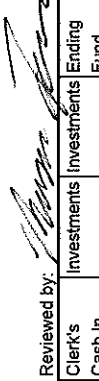
CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	815 SEWER TOTAL	15,149.61			
	610 SEWER TOTAL	15,149.61			
SEWER CAPITAL IMPROVEMENT SEWER SNYDER & ASSOCIATES, INC	SEWER FACILITY IMPROVEMENTS	50,850.00			
	815 SEWER TOTAL	50,850.00			
	613 SEWER CAPITAL IMPROVEMENT TOTAL	50,850.00			
SANITATION SANITATION JONES COUNTY SOLID WASTE REPUBLIC SERVICES	SANITATION LOAD TICKETS DUMPSTER COLLECTIONS	28.05 12,156.90			
	840 SANITATION TOTAL	12,184.95			
	670 SANITATION TOTAL	12,184.95			
YARD WASTE SITE SANITATION MONTICELLO EXPRESS INC	YARD WASTE ADVERTISING	87.20			
	840 SANITATION TOTAL	87.20			
	675 YARD WASTE SITE TOTAL	87.20			
	Accounts Payable Total	135,324.74			

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

	FUND NAME	AMOUNT
001	GENERAL	15,002.14
005	MONTICELLO BERND'S CENTER	7,774.34
015	FIRE	7,857.20
016	AMBULANCE	4,258.78
041	LIBRARY	815.01
110	ROAD USE	15,042.12
178	TRUST/SLAVKA GEHRET FUND	41.76
313	PARK IMPROVEMENT	75.93
332	CAPITAL IMPROVEMENT	2,540.00
503	TRUST/IOMA MARY BAKER	115.00
600	WATER	3,380.70
602	CUSTOMER DEPOSITS	150.00
610	SEWER	15,149.61
613	SEWER CAPITAL IMPROVEMENT	50,850.00
670	SANITATION	12,184.95
675	YARD WASTE SITE	87.20

	TOTAL FUNDS	135,324.74

Reviewed by: 

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
GENERAL FUNDS:	General	831010.80	449984.65	1621.63		134301.67	29375.00	1118940.41	775.00	798401.95	319763.46			1118940.41
	Soldiers Memorial Board	12595.16	525.00			133.60		12986.56						12986.56
	Monticello Berndes Center	-6948.32	5389.37			25962.26		-27521.21	100.00	-27621.21				-27521.21
	Dare	6780.99		7.20		88.00		6700.19		6700.19				6700.19
	Canine	10037.62		10.66		465.00		9583.28		9583.28				9583.28
	Insurance Fund	38534.81		40.02		2217.48		36357.35		15538.25	20819.10			36357.35
	Monticello Trees Forever	23327.41	2040.00	24.77		30.00		25362.18		25362.18				25362.18
	Fire	147668.71	11277.28	152.28		24852.08		134246.19		28447.81	105798.38			134246.19
	Ambulance Operating	157807.65	26929.42	162.54	18750.00	43656.70		159992.91		102312.30	57680.61			159992.91
	Hotel/Motel Tax Fund	31025.28		32.94				31058.22		31058.22				31058.22
	Earl F Lehmann Trust	238.38						238.38			238.38			238.38
	Street Bond	1300.00						1300.00		1300.00				1300.00
	Police Improvement	1071.58	21.00	1.14		75.00		1018.72		1018.72				1018.72
	Library Improvement	33760.23	100.00	34.18		1337.33		32557.08		10937.91	21619.17			32557.08
	Library	41456.83	821.94	43.53	10625.00	19924.61		33022.69	75.00	27799.69	5148.00			33022.69
	Equipment Set-A-Side	39909.29	-2217.86	41.02				37732.45		20031.10	17701.35			37732.45
SPECIAL REVENUE FUNDS:	Super Mac	15669.25		16.64		1576.00		14109.89		14109.89				14109.89
	Airport	141073.60	3137.39	145.92		12583.37		131773.54		81522.47	50251.07			131773.54
	Revolving Loan Fund	42485.64		43.05				42528.69		15620.43	26908.26			42528.69
	Road Use Tax	306638.59	60427.78			41348.85		325717.52		26143.95	299573.57			325717.52
	Road Use Tax Set-Aside	80787.98		79.98				80867.96		5186.27	75681.69			80867.96
DEBT SERVICE FUNDS:	Employee Benefits	235098.73	155869.01			33785.56		357172.18		99902.22	263269.96			357172.18
	TIF Tax Collections	336943.37	238304.88	467.13				575715.38		549285.40	26429.98			575715.38
	Slavka Gehret Trust	204238.99		201.63		367.82		204072.80		5171.53	198901.27			204072.80
	Police Forfeiture Acct	1178.30		1.25				1179.55		1179.55				1179.55
	Debt Service	328473.70	131492.10	339.66				460305.46		341727.97	118577.49			460305.46
PERMANENT FUNDS:	TIF - Debt Payments	0.00						0.00						0.00
	ARPA Grant	292419.33		288.16				292707.49		973.58	291733.91			292707.49
	Park Improvements	40728.84	179155.00	40.35				219924.19		182111.91	37812.28			219924.19
	Library Capital Improvement	12007.58		12.75				12020.33		12020.33				12020.33
	Ambulance Improvements	113570.33	6750.00	113.75				120434.08		31270.20	89163.88			120434.08
	TIF Projects	110627.46				49377.27		61250.19		-17249.81	78500.00			61250.19
	Cemetery Improvements	18520.41	80.00	190.44				18790.85		1377.00	17413.85			18790.85
	Capital Improvements	276496.71	366.00	272.98		42154.31		234981.38		-34196.33	269177.71			234981.38
	Low Income Housing	15418.19		15.18				15433.37		1479.88	180.25			15433.37
	Baty Disc Golf Course	1658.39		1.74				1660.13		-247.11	7382.95			1660.13
ENTERPRISE FUNDS:	Mary Maxine Redmond Trust	7518.43		7.41		390.00		7135.84						7135.84
	Pocket Park	10936.00		11.26		526.60		10420.66		5350.00	5070.66			10420.66
	Cemetery Perpetual Care	174571.30	340.00					174911.30		1874.00	173037.30			174911.30
	Charles S Bidwell Book Trust	81647.07		80.48		325.61		81401.94		307.45	81094.49			81401.94
	Iona Mary Baker Trust	37632.44		37.08		103.04		37566.48		25.58	37540.90			37566.48
AGENCY FUNDS	Customer Deposits	232853.07	33094.35	239.65		37375.32		228811.75		98731.42	130080.33			228811.75
	Water Capital Improvements	97045.16	2000.00			795.00		98250.16		16677.60	81572.56			98250.16
	Sewer Operating	42886.27	5002.54	93.21				47782.02		41383.39	6398.63			47782.02
	Sewer Capital Improvements	500460.23	89800.41	376.25		63931.75		526705.14		265139.08	261566.06			526705.14
	Sanitation	-118586.46	5002.54	56.93		56500.00		-170006.99		-178728.15	8721.16			-170006.99
	Sanitation Capital Improvements	119252.21	46379.36	124.09		48670.37		117085.29		86817.01	30268.28			117085.29
	Sanitation Capital Improvements	8586.45		9.12				8595.57		8595.57				8595.57
	Yard Waste	32667.72	3592.14	33.91		7824.62		28469.15		16378.29	10090.86			28469.15
	Storm Water Fund	16627.54	6551.37	17.65		438.60		22757.96		22757.96				22757.96
	Self Funded Insurance	0.00	2400.49			2400.49		0.00						0.00
TOTAL OF ALL FUNDS	Flex Spending	161.02						161.02		161.02				161.02
	Enterprise Flex Spending	107.48						107.48		107.48				107.48
		5187787.74	1464616.16	5489.56	29375.00	653518.31	29375.00	6004375.15	950.00	2749837.42	3240362.79	13224.94	0.00	6004375.15

City of Monticello
Bank Reconciliation Report
For the Month of April 2022

Bank Balance		
General Checking	\$2,751,649.40	
Property Tax & Water	\$3,240,362.79	
Soldiers Memorial Ckg	\$12,986.56	
Earl F Lehmann Trust	\$238.38	
Soldier Memorial Money Market	\$0.00	
Total Bank Balance		<u>\$6,005,237.13</u>
Plus (Minus) Adjustment:		
Bank Charge/Error	<u>\$0.00</u>	
Total Adjustment		<u>\$0.00</u>
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	<u>\$465.24</u>	
Total Outstanding Credit Card Pymts		<u>\$465.24</u>
Less Outstanding Checks:		
Financial/Payroll	\$2,277.22	
Soldiers Memorial	<u>\$0.00</u>	
Total Outstanding Checks		<u>\$2,277.22</u>
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	<u>\$950.00</u>	
Total Investments		<u>\$950.00</u>
Treasurer's Balance		<u><u>\$6,004,375.15</u></u>

Prepared By:

Sally Hinrichsen
Sally Hinrichsen, City Clerk

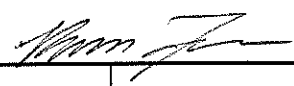
5/9/2022

Reviewed by:

Russell Farnum
Russell Farnum, City Administrator

5/10/2022

City of Monticello
Cash On Hand By Bank
For April 30, 2022



Bank					
Account type & number	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.38	0.150	N/A		Earl F Lehmann Trust
Checking #394486	\$12,986.56		N/A		Soldier Memorial
Total by Bank	\$13,224.94				
Dutrach Credit Union					
Total by Bank	\$0.00				
Fidelity Bank & Trust					
	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$2,751,649.40	125	N/A		General Checking
Property Tax & Water #40001992	\$3,240,362.79	1.25	N/A		General Savings
Total by Bank	\$5,992,012.19				
Total Cash on Hand- All Banks	\$6,005,237.13				
Plus Petty Cash	\$950.00				Clerk's Office, Library,
Adjust Bank Error	\$0.00				Aquatic Center and
Plus Outstanding Credit Card Pymt	\$465.24				Berndes Center
Less Outstanding Checks	\$2,277.22				
Treasurer's Balance	\$6,004,375.15				

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

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

City Council Meeting
Prep. Date: 5/5/2022
Preparer: Sally Hinrichsen



Agenda Item: # 1 & 2
Agenda Date: 05/16/2022

Communication Page

Agenda Items Description: Public Hearing on Budget Amendments and Resolution Approving the City's Proposed Amendment #1 to the Fiscal Year 2021-2022 Budget

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

Attachments & Enclosures:

Resolution

Proposed amendment lists

Public notice

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Public Hearing required to amend budget

Background Information: The Council typically considers annual budget amendments once or twice per year. Amendments come about for various reasons, including but not limited to the following:

1. Council decides to move forward on projects not contemplated when budget was prepared.
2. Project carry over beyond end of one FY into next FY when plan was for project to be done prior to new FY.
3. Revenues or Expenses otherwise come in over or under budget.
4. A grant of donation for a specific purpose comes in unexpectedly.

Revenues: Revenues decrease by \$2,181,719 after the amendments. The three pages of "Revenue amendments" attachment discloses each line that is proposed to be amended, most showing increases, some showing decreases, resulting in the net decrease of 2,181,719. The decrease is mainly the bonding that was proposed this year will not happen until next year (A reduction in revenues shown by a "-" with an increase being merely the number, no "-" or "+").

Expenses: Expenses decrease by \$1,840,892. The four page "Expense Amendments" attachment discloses the expenses that increased or decreased in the 3rd column, expenses decreases be denoted with a "-" and increases being merely the number.

Staff Recommendation: It is recommended that the Mayor open the Public Hearing, accept public comment, close the Public Hearing, and thereafter have a motion and second to approve the FY 2022 Budget Amendments

The City of Monticello, Iowa

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

RESOLUTION #

Amending the Current Budget for the Fiscal Year Ending June 30, 2022

WHEREAS, the City Council of Monticello, Jones County, Iowa in said County met on May 16, 2022, at 6:00 PM to take up the proposed amendment. The proposed amendment was considered and taxpayers were heard for and against the amendment.; and

WHEREAS, the Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Jones County, Iowa, following notice published on May 4, 2022 and the public hearing held on May 16, 2022, the current budget is amended as set out in the attached adoption to be certified to the Auditor of Jones County.

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 16th day of May, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

City of MONTICELLO
Fiscal Year July 1, 2021 - June 30, 2022

The City of MONTICELLO will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2022

Meeting Date/Time: 5/16/2022 06:00 PM

Contact: Sally Hinrichsen, City Clerk

Phone: (319) 465-3577

Meeting Location: 220 E 1st Street, Monticello, Iowa

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	1,849,834	0	1,849,834
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	1,849,834	0	1,849,834
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	705,000	0	705,000
Other City Taxes	6	414,145	94,500	508,645
Licenses & Permits	7	244,275	7,832	252,107
Use of Money & Property	8	269,810	9,770	279,580
Intergovernmental	9	736,636	493,582	1,230,218
Charges for Service	10	2,119,000	451,327	2,570,327
Special Assessments	11	13,500	21,073	34,573
Miscellaneous	12	290,858	217,436	508,294
Other Financing Sources	13	4,337,500	-3,587,000	750,500
Transfers In	14	1,280,764	109,761	1,390,525
Total Revenues & Other Sources	15	12,261,322	-2,181,719	10,079,603
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	1,554,575	73,162	1,627,737
Public Works	17	938,741	102,840	1,041,581
Health and Social Services	18	0	0	0
Culture and Recreation	19	802,456	227,197	1,029,653
Community and Economic Development	20	223,773	19,901	243,674
General Government	21	671,286	152,216	823,502
Debt Service	22	638,811	351	639,162
Capital Projects	23	779,250	338,700	1,117,950
Total Government Activities Expenditures	24	5,608,892	914,367	6,523,259
Business Type/Enterprise	25	5,309,829	-2,865,020	2,444,809
Total Gov Activities & Business Expenditures	26	10,918,721	-1,950,653	8,968,068
Transfers Out	27	1,280,764	109,761	1,390,525
Total Expenditures/Transfers Out	28	12,199,485	-1,840,892	10,358,593
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	61,837	-340,827	-278,990
Beginning Fund Balance July 1, 2021	30	3,248,352	1,141,110	4,389,462
Ending Fund Balance June 30, 2022	31	3,310,189	800,283	4,110,472

Explanation of Changes: Revenue increases include: ARPA Grant related funds were received by Library, Airport and Capital Improvement funds. City was awarded the STEP grant, and DNR Brownfield Grant. The State Revolving Loan funds were used for the wastewater treatment plant engineering design. Utility billing rates increased. City did not bond for capital projects, like Sixth Street ditch, wastewater treatment plant and street projects as was expected. City received various donations for the ambulance stair chair, community building restoration, All-Inclusive Playground and various Park Improvement projects. Expenses include: police car repairs, sidewalk repairs, house buy-out, improvements on the Compadres building and Creative Adventure Lab Building, nuisance abatement expenses, ambulance overtime, general insurance increases, street maintenance contracts, street pickup, cemetery roadway improvements, East 7th Street improvements, sanitary sewer equipment and manholes, water chlorinators and hydrants

Fiscal Year 2021-2022 Budget First Amendments - Revenues dated April 25, 2022

Budget Line Item	Current Budget	Proposed Budget	Increase/ Decrease	For
General				
Trans In Storm Water	23587	10000	-\$13,587	
Trans in Canine	0	4200	\$4,200	
L.Option Sales Tax	350000	425000	\$75,000	
Gas Franchise	42000	49832	\$7,832	
Interest	10000	15500	\$5,500	
Auditorium & Room Rent	3000	7000	\$4,000	
CH Room Deposit	1000	2000	\$1,000	
State STEP grant	1500	2124	\$624	
DNR Brownfield Grant	10000	80000	\$70,000	
Comm & Ind Replacement Rev	44589	35640	-\$8,949	
School Resource Officer	42508	52145	\$9,637	
Cemetery Lot Sales	7500	10000	\$2,500	
Road Use Miscellaneous	2000	0	-\$2,000	
Bad Check Charge	350	700	\$350	
Berndes Center				
State Grant Revenue	0	500	\$500	
Credit Card Fees Rev	0	900	\$900	
Police Canine Unit				
Interest	0	100	\$100	
Canine Donations	0	3300	\$3,300	
Fire				
Interest	0	1000	\$1,000	
Fire Donations	0	680	\$680	
Refunds & Reimbursements	0	1350	\$1,350	
Ambulance				
Interest	300	800	\$500	
Ambulance Revenue	300000	326627	\$26,627	Fair/additional runs
Amb delinquent collections	12000	8000	-\$4,000	
Amb Collection Agency	1500	2000	\$500	
Ambulance Donations	0	3658	\$3,658	Stair Chair grant/MEMT
Ambulance Miscellaneous	1000	1580	\$580	Monticello School
Hotel/Motel Tax				
Hotel/Motel Tax	25000	44500	\$19,500	
Library Improvement				
Federal Grants	0	5000	\$5,000	ARPA Grant
Deposit/Donations	4000	10000	\$6,000	
Comm Foundation Grant	2500		-\$2,500	did not apply
Library				
Interest	150	200	\$50	
Lib County Taxes	21000	21705	\$705	
Equipment Set-a-side				
Donations	0	100	\$100	Comm Bldg
Transfer In Ambulance Setaside	30000	10000	-\$20,000	
Airport				
Interest	300	800	\$500	
Federal Funds received	0	45000	\$45,000	ARPA, funds-COVID
Road Use				

Refunds & Reimbursements	0	1525	\$1,525	
Sale of Equipment	0	500	\$500	
Road Use Set-a-Side				
Interest	50	600	\$550	
Employee Benefits				
Interest	5000	0	-\$5,000	
Comm & Ind Replacement Rev	18548	14826	-\$3,722	
TIF Revenue				
Interest	9000	2500	-\$6,500	
Debt Service				
Comm & Ind Replacement	13209	10559	-\$2,650	
TIF -Debt				
Transfer In	219650	219778	\$128	
ARPA Capital Fund				
Interest	0	2500	\$2,500	
Federal Funding-ARPA	0	290074	\$290,074	
Park Improvement				
Austin Strong Playground	\$0	\$8,600	\$8,600	
Dog Park	\$0	\$446	\$446	
MBC Greater Monticello	\$0	\$710	\$710	
Playground Equipment	\$0	\$174,100	\$174,100	Inclusive Playground
Ambulance Improvement				
Interest	\$100	\$750	\$650	
Jones Co Township Taxes	\$55,000	\$32,000	-\$23,000	
TIF Project				
Bond Proceeds	\$200,000	\$0	-\$200,000	
Capital Improvements				
Interest	\$500	\$3,200	\$2,700	
22 A/port Taxiway- IDOT Grant	\$0	\$20,000	\$20,000	
AIP Grant-22 Taxiway/Apron	\$0	\$100,000	\$100,000	
N Sycamore St Assessments	\$10,000	\$31,073	\$21,073	
Bonding Proceeds	\$240,000	\$0	-\$240,000	
Trans In a port grant match	\$0	\$16,000	\$16,000	
Trans In general	\$0	\$123,020	\$123,020	Compadres, Comm Bldg
Low Income Housing				
Interest	\$0	\$120	\$120	
Baty Disc Golf				
Field Rental	\$2,000	\$1,000	-\$1,000	
Donations	\$5,000	\$2,000	-\$3,000	
Pocket Park				
Refunds & Reimbursements	\$5,000	\$500	-\$4,500	
Cemetery Perpetual Care				
Cemtery Lot Sales	\$1,500	\$3,000	\$1,500	
Water Operating				
Interest	\$500	\$1,400	\$900	
Miscellaneous Income	\$5,000	\$6,500	\$1,500	
Water Capital Improvement				
Equipment Set-a-Side	\$5,000	\$30,400	\$25,400	

Sewer Operating				
Interest	\$1,000	\$3,000	\$2,000	
Sewer Rental	\$618,000	\$950,000	\$332,000	
Sales Tax Collection	\$9,000	\$20,000	\$11,000	
Miscellaneous Income	\$4,000	\$16,000	\$12,000	Alliant
Sewer Capital Improvements				
Equipment Set-a-Side	\$4,800	\$30,400	\$25,600	
Bond Proceeds	\$3,372,500	\$750,000	-\$2,622,500	SRF design loan
Yard Waste Site				
Interest	\$0	\$200	\$200	
Storm Water				
Stormwater Fee	27800	60000	\$32,200	
Stormwater Sales Taxes	2000	4000	\$2,000	
Loan/Bond Proceeds	525000	0	-\$525,000	
TOTAL			-\$2,181,719	

Fiscal Year 2021-2022 Proposed Budget First Amendments - Expenditures dated April 25, 2022

Budget Line Item	Current Budget	Proposed Budget	Increase/ Decrease	For
Police				
Vehicle Oper Sup	14000	30000	\$16,000	Accident
Officer Travel & Training	2000	2700	\$700	
General Insurance	11000	15288	\$4,288	
Minor Equipment	10000	11579	\$1,579	
General Streets				
Contracts - sidewalks	5000	17000	\$12,000	sidewalk committee- \$17,000
Streetlights				
Utility Services	65000	68000	\$3,000	
Aquatic Center				
Rep/Maint on Bldg	1500	3000	\$1,500	
General Insurance	4300	7868	\$3,568	
Taxes - sales	3000	4000	\$1,000	
Candy Shack	13000	9000	-\$4,000	
Pro Fees	4000	4600	\$600	
Other Capital Equipment	5000	6500	\$1,500	
Soldiers Memorial Board				
General Insurance	2100	3602	\$1,502	
Mayor /Council				
Council Salary	7200	10800	\$3,600	
Mayor Salary	3600	4800	\$1,200	
Administration				
Deferred Comp	10400	5000	-\$5,400	
Dues & Membership	4000	6000	\$2,000	
Ads & Legal publication	5500	6500	\$1,000	
General Insurance	24000	30688	\$6,688	
Nuisance Abatements	3000	10000	\$7,000	
Computer Support Fees	8000	12000	\$4,000	
City Contributions/Donations	27000	18500	-\$8,500	
Recording & Pro Fees	30000	35000	\$5,000	
Franchise Fee Refunds	35000	60000	\$25,000	Orbis - Res 2022-26 house buyout - 15000, Compadres- \$61,055, Creative Adventure Lab
Miscellaneous Contract Work	15000	125000	\$110,000	20000; LADCO; GIS, & PFM
Facilities	50000	20000	-\$30,000	set up reserve in Cap Imp
General Fund Transfers				
Trans to Cap Imp	0	123020	\$123,020	Compadres 63020, Comm bldg , nuisance property
Engineer				
Pro Fees	20000	60000	\$40,000	
Attorney				
Other Attorney Fees	40000	30000	-\$10,000	
Berndes Center				
Salaries-MBC staff	43900	41900	-\$2,000	
Travel & Conference Expenses	1500	3500	\$2,000	
Utilities	14500	26000	\$11,500	
General Insurance	9000	12048	\$3,048	
Processing - Credit Card Fees	0	3000	\$3,000	

MBC Pro Fees	0	20000	\$20,000	comp plan
Facilities/Park Improvements	30000	10000	-\$20,000	sidewalk w/Fair Board
Police Canine				
Supplies	0	2000	\$2,000	
Transfer to General	0	4200	\$4,200	
Self Funded Insurance				
Amb City Self Insurance	4500	9000	\$4,500	
Ambulance				
Overtime	12000	52000	\$40,000	
General Insurance	7500	9225	\$1,725	
Billing Fees	25000	28000	\$3,000	
Scientific & Medical Supplies	8000	11000	\$3,000	
Other Capital Equipment	0	3600	\$3,600	
Trans to Ambulance Setaside	30000	10000	-\$20,000	
Hotel/Motel				
Park/Tourism/Economic Dev	14000	15580	\$1,580	JCED & Chamber dues
Police Improvement				
Bldg Repairs/Lock Boxes	0	200	\$200	
Library Improvement				
Programs/Library Promotions	3000	8500	\$5,500	creativity crates/story walk
Summer Reading	1500	3000	\$1,500	summer reading
Other Capital Equipment	1500	6000	\$4,500	copier
Library				
Salaries - fulltime	30909	56600	\$25,691	add 1 FT staff
Part-time and Temporary Help	28245	5000	-\$23,245	decrease PT staff
General Insurance	6500	8000	\$1,500	premium increase
Airport				
Repair/Maint to Bldg	1000	2500	\$1,500	
General Insurance	7500	13000	\$5,500	
Trans to Cap Imp	0	16000	\$16,000	IDOT grant
Road Use				
Vehicle Oper Supplies	14500	23000	\$8,500	
Street Maintenance Contracts	160000	225000	\$65,000	Spring Farm In \$53281.90; Kluesner \$32,000; Monk \$56,250
Minor Equipment	2000	3500	\$1,500	
Other Capital Equipment	45000	115000	\$70,000	pickup
Facilities/Roadways	65000	0	-\$65,000	
Employee Benefits				
Police Deferred Comp	17680	0	-\$17,680	
Police Worker Comp	15000	25250	\$10,250	
Street Family Medical	0	840	\$840	
Library Group Insurance	17367	22500	\$5,133	
Parks Worker Comp	0	2500	\$2,500	
Cemetery Worker Comp	2250	2800	\$550	
Admin Deferred Comp	12952	0	-\$12,952	
Admin Group Insurance	25182	37182	\$12,000	
TIF Special Revenue				
Kardes Rebate	24796	25044	\$248	
IAS Rebate	3202	3238	\$36	
Althoff Rebate	1927	0	-\$1,927	
MC Industries Rebate	5816	5882	\$66	
Cobblestone Inn Agreement	45254	46870	\$1,616	
Royal Flush Agreement	55914	54174	-\$1,740	

Orbis Agreement	63264	64732	\$1,468	
Lauren Welter rebate	1174	1218	\$44	
Paige Jacobs rebate	1252	1298	\$46	
NJS LLC rebate	1174	1218	\$44	
BR3 Development- HyVee	0	20000	\$20,000	
Transfer out to TIF Debt	219650	219778	\$128	
Debt Service				
2019 Bond Registration fee	200	240	\$40	
2014 Bond registration fee-debt	500	660	\$160	
2014 Bond registration fee-swr	0	23	\$23	
TIF - Debt				
2019 GO Bond Registration	300	360	\$60	
2014 TIF Registration	0	68	\$68	
Park Improvement				
Park Improvements	0	3550	\$3,550	Kleinow survey
Austin Strong Playground	0	2000	\$2,000	
Pickleball Court	0	700	\$700	
Playground Equipment	0	174100	\$174,100	Inclusive Playground
TIF Project				
N Sycamore Street Project	0	2000	\$2,000	
E 7th Street Reconstruction	126000	101300	-\$24,700	
Consultant & Pro Fees	30000	10000	-\$20,000	
Cemetery Improvements				
Street Maintenance	15000	50000	\$35,000	roadway
Capital Improvement				
N Sycamore Street Project	0	2000	\$2,000	
E 7th Street Reconstruction	84000	360000	\$276,000	7th St & Oak St
A/port 2021 Taxiway/Apron	0	200000	\$200,000	
Compadres Bldg grants	0	68400	\$68,400	
Sixth Street Ditch Project	200000	0	-\$200,000	
Water Operating				
Deferred Comp	6850	3000	-\$3,850	
General Insurance	13000	13795	\$795	
Water grnd oper/maint supplies	0	5000	\$5,000	West Well, Chlorinators, Locust St, 3 hydrants and valve, water main repairs
Utility Systems & Structures	75000	215000	\$140,000	
Sewer Operating				
Deferred Comp	6850	3000	-\$3,850	
General Insurance	13000	37885	\$24,885	
Taxes	9000	20000	\$11,000	
Other Capital Equipment	20000	35000	\$15,000	
Sanitary sewer system	100000	220000	\$120,000	air units \$41,900; manholes , Alliant \$12,000, blower \$9,221
Sewer Capital Improvements				
Sewer Facility Improvement	3372500	600000	-\$2,772,500	SRF Design loan
Sanitation				
General Insurance	500	1800	\$1,300	
Yard Waste Site				
Taxes	2800	4000	\$1,200	
Pro Fee-Yard Waste	30000	37000	\$7,000	extra grinding
Storm Water				

Sales Tax	2000	6000	\$4,000	Drainage ditch by John Dr
Sixth Street Ditch	425000	0	-\$425,000	
Stormwater Maintenance	20000	30000	\$10,000	
Transfer to General	23587	10000	-\$13,587	
Total			-\$1,840,892	

City Council Meeting
Prep. Date: 5/5/2022
Preparer: Sally Hinrichsen



Agenda Item: # 4
Agenda Date: 5/16/2022

Communication Page

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

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: This resolution is recommended by the State Auditor's Office.

Background Information: The proposed Resolution is a formal approval of all transfers from one fund to another in the City Budget that were, in this case, necessitated by Budget Amendments. The transfers all appear in the budget or amended budget, as the case may be, and this Resolution basically a second approval of the fund transfers.

The transfers noted in the Resolution:

1. Transfer from the General Fund to Capital Improvements - \$123,020.00 for Compadres Building, Community Building and nuisance property abatement expenses.
2. Transfer from the Police Canine to General Fund - \$4,200.00 for 6 hours of Officer wages.
3. Transfer from the Airport to Capital Improvement - \$16,000.00 for Airport Grant(s) match
4. Transfer TIF Collections to TIF Debt - \$128.00 to pay for FY 2022 principal, interest and registration fee payments
5. Decrease Transfer from Ambulance Fund to General Equipment Set-Aside - from \$30,000.00 to \$10,000.00
6. Decrease Transfer Storm Water Fund to General Fund - from \$23,587.00 to \$10,000.00

Staff Recommendation: It is recommended that the Council approve the resolution

THE CITY OF MONTICELLO, IOWA

RESOLUTION

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

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

WHEREAS, The Council previously approved by Resolution 2021-50, dated April 19, 2021 that the City Clerk be and is hereby authorized by the City Council to make the appropriate transfer of sums as set in FY 2022 budget and record the same in the appropriate manner.

WHEREAS, Council amended the FY 2022 budget and adjusted the transfer of funds.

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

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

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

1. Transfer from the General Fund to Capital Improvements - \$123,020.00 for Compadres Building, Community Building and nuisance property abatement expenses.
 2. Transfer from the Police Canine to General Fund - \$4,200.00 for 6 hours of Officer wages.
 3. Transfer from the Airport to Capital Improvement - \$16,000.00 for Airport Grant(s) match
 4. Transfer TIF Collections to TIF Debt - \$128.00 to pay for FY 2022 principal, interest and registration fee payments
- And -
5. Decrease Transfer from Ambulance Fund to General Equipment Set-Aside - from \$30,000.00 to \$10,000.00
 6. Decrease Transfer Storm Water Fund to General Fund - from \$23,587.00 to \$10,000.00

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 16th day of May 2022, that the City Council does hereby approve to make the appropriate transfer of sums listed above for FY 2022.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 16th day of May 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 5/5/2022
Preparer: Sally Hinrichsen



Agenda Item: # 5
Agenda Date: 5/16/2022

Communication Page

Agenda Items Description: Resolution Approving Tammy Sutterman Tax Abatement Application related to Residential Improvements constructed at 510 North Sycamore Street, Monticello, Iowa

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 Tammy Sutterman related to residential improvements constructed at 510 North Sycamore Street, Monticello, Iowa

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

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

The City of Monticello, Iowa

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

RESOLUTION

Approving Tammy Sutterman Tax Abatement Application related to Residential
Improvements constructed at 510 North Sycamore 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, Tammy Sutterman has completed and filed an Application for Tax
Abatement related to residential property located at 510 North Sycamore Street, and

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

WHEREAS, The Council further finds that the estimated completion date of the
improvements is April 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 Tammy Sutterman as
set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said
Application bearing the date of October 19, 2021 and being signed by Tammy Sutterman
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 16th
day of May, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 05/11/2022
Preparer: Russell Farnum



Agenda Item: # 6
Agenda Date: 05/16/2022

Communication Page

Agenda Items Description: USDA-RD Funding Application Resolution

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The USDA Rural Development program has attractive funding options for the construction of the Waste Water Treatment Facility. The City Council reviewed the financing and held a public hearing on March 28, 2022.

As we pursue this financing option, there will be multiple public hearings and documents that will need to be executed on the City's behalf. This resolution affirms the City's desire to apply for the financing, and authorizes the Mayor or City Administrator to execute the applications and related documentation on the City's behalf.

This only gives the Mayor and Administrator permission to apply for this funding, and there is no obligation with this request. If the City is approved for USDA-RD funding, another Council approval will be necessary to approve the formal financing package, if the City should choose to approve that funding package.

Recommendation: It is recommended that the Council approve this Resolution.

The City of Monticello, Iowa

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

RESOLUTION #

Resolution to affirm Council approval of the Preparation and
Submission of Grant and/or loan Application with USDA to assist
in the construction of the wastewater treatment facility

WHEREAS, the City of Monticello plans to seek financial assistance from the USDA
related to the construction of the wastewater treatment facility, and

WHEREAS, the City published Notice of Intent and Public Hearing on March 16, 2022
and held Public Hearing on March 28th, recorded in the Council Minutes of March 28,
2022, and

WHEREAS, the City Council formally approves submission of the USDA Rural
Development Grant and/or loan to assist with the expenses of wastewater treatment
facility, and

WHEREAS, the City Council finds recognizes that there will be many documents that
will need to be signed on behalf in relation to the USDA Grant and/or Loan and finds that
the Mayor or 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 previously approved Grant and/or loan
Application and intended funding to assist with the wastewater treatment facility, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa
does hereby reaffirm the prior action of the City Council to approve the preparation and
submission of a Grant and/or loan Application with all supporting documents to the
USDA, seeking financial assistance from the USDA by way of a grant and/or loan, to
help cover a portion of the costs associated with the wastewater treatment facility.

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 16th day of May, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 5/11/2022
Preparer: Britt Smith



Agenda Item: # 7
Agenda Date: 5/16/2022

Communication Page

Agenda Items Description: Resolution to approve the hiring of a part-time employee to support the COAP Grant for Jones County Law Enforcement

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

Attachments & Enclosures:

Law Enforcement Liaison Job Description

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Approve the hiring of a part-time employee to support the COAP Grant for Jones County Law Enforcement.

Background Information: The Iowa Office of Drug Control Policy was awarded a three year, 1.7-million-dollar Federal Comprehensive Opioid Abuse Program (COAP) grant for innovative substance use disorder treatment from the U.S. Department of Justice. This grant includes implementing 3 site pre/post arrest diversion pilot project locations in the State of Iowa. In November of 2020, Jones County was fortunate to be awarded as one of the three counties in Iowa to implement the COAP Diversion Program as a way to improve the ability to address the needs of people with substance abuse disorders who are involved in, or at risk of involvement in the criminal justice system. The program allows Law Enforcement officers within Jones County to offer individuals who are involved in synthetic drug use during the commission of a crime the opportunity to participate in substance abuse treatment program in lieu of incarceration. Since the implementation of the program, it has been identified that the position of Law Enforcement Liaison is needed to facilitate the functions of the COAP grant and will perform a variety of functions as identified within the attached job description.

The position is a part-time/temporary position and will last for the remaining duration of the grant period until September 30th, of 2023. The position will be approximately 8-10 hours per week with a maximum amount of 40 hours per month. The pay rate of the position was established at \$25.00. The position must be added to one of the 3 law enforcement entities within Jones County.

The position was created and applicants were sought to perform these functions. Officer Nicole Minnihan of the Anamosa Police Department was selected for this position. With Jones County being the grant administrator, the County Auditor has requested that this position not be added as an employee of Jones County due to the conflict of being the financial authority for disbursement of funds. The identified employee for the Liaison position is a current police

officer with the City of Anamosa and any additional hours accrued by the employee must be paid at the officer's overtime rate with the City of Anamosa. Therefore, Monticello was asked if this position could be added to the City of Monticello as it presents the least amount of conflict.

All expenses associated with the addition of this position will be reimbursed by Jones County to the City of Monticello, which includes the \$25.00 base rate, as well as the additional expenses such as IPERS, Social Security, Medicare, and unemployment for a total expense of \$29.27 per hour total expense.

While this position falls under the City of Monticello and the provisions established within the Employee Handbook, the only benefits offered to the position are the hourly wage. Employee conduct as identified within the handbook will be applicable to the position.

Given the low weekly hours, I am comfortable adding this position to my existing part-time officer line item without additional budget amendments to the expenditure side. The revenue side will need amendments through revenue received from Jones County through reimbursement.

Staff Recommendation: I recommend that the Council consider approval of the Resolution to approve adding the part-time position with the City of Monticello and allowing the hiring of the identified employee.

**LAW ENFORCEMENT LIAISON
POSITION DESCRIPTION
CITY OF MONTICELLO
MONTICELLO POLICE DEPARTMENT**

I. FUNCTION

The Law Enforcement Liaison will participate as a team member for the Jones County COAP Project. He/she will provide enhanced coordination between Jones County Law Enforcement and the COAP Project. This individual will work directly with all Jones County Law Enforcement, the Site Engagement Coordinator, (employed by the Abbe Center for Community Mental Health), the Project Director, Individuals with Substance Use Disorders, and the community. (The City of Monticello can add employment requirements here) This position is designated as an employee in a safety sensitive position under the Iowa Drug Testing statute and, therefore, requires pre-employment drug testing. Maintaining confidentiality and protecting personal protected information is a must.

II. REPORTS TO

Designated Supervisor at the Monticello Police Department to sign off on timesheets, expense reports, and other required documents. This individual will be expected to work independently and under own initiative for the COAP program.

III. SPECIFIC RESPONSIBILITIES

- Functions as a key team member for the COAP Program
- Educates and encourages Law Enforcement to utilize COAP diversion program
- Provides expertise and instruction on the diversion program to Law Enforcement
- Will be familiar with all aspects of the COAP Program
- Collects diversion and referral forms from Law Enforcement and deliver to the Coordinator
- Collects and tracks data related to required Outcome Measures
- Assists in increasing participation in the COAP Program
- Distributes all COAP Program updates to Law Enforcement
- Provides timely follow up to the Coordinator, Law Enforcement and to program participants
- Works collaboratively with Community Partners regarding the COAP Program
- Attends regularly scheduled Advisory Board meetings and collaboration sessions
- Assumes other COAP Program duties as requested

IV. EXPERIENCE AND REQUIREMENTS

- Jones County Law Enforcement Experience is required
- Must have a valid Iowa Drivers' License and reliable transportation
- Must have basic computer skills, access to internet, email, and phone

V. HOURS OF WORK AND DURATION OF EMPLOYMENT

This is a Temporary/Part-time position dependent on funding from the Jones County COAP Grant. No benefits. This individual will have a flexible schedule generally working 8-10 hours per week not to exceed 40 hours in a month. Timesheets, expenses, and documentation are to be turned in at a minimum monthly. The grant is expected to expire on Sept. 30, 2023 and at that time, this position will end or if funding runs out, whichever comes first.

**LAW ENFORCEMENT LIAISON
POSITION DESCRIPTION
CITY OF MONTICELLO
MONTICELLO POLICE DEPARTMENT**

VI. ACKNOWLEDGEMENT

I acknowledge receipt and understand my position description and agree to abide by the functions/responsibilities stated. It is understood that this is not to be interpreted as a legal document or as an employee contract. Employment is “at will” and may be terminated with or without cause at any time for any reason.

Employee’s Signature

Date

Employee’s Name (Print)

Date

The City of Monticello, Iowa

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

RESOLUTION

Resolution to approve the hiring of a Law Enforcement Liaison
for the Jones County COAP Project

WHEREAS, In November 2020, Jones County was awarded as one of the three counties in Iowa to implement the COAP Diversion Program as a way to improve the ability to address the needs of people with substance abuse disorders who are involved in, or at risk of involvement in the criminal justice system. The program allows Law Enforcement officers within Jones County to offer individuals who are involved in synthetic drug use during the commission of a crime the opportunity to participate in substance abuse treatment program in lieu of incarceration, and

WHEREAS, Jones County created the position and applicants were sought to perform these functions and the position must be added to one of the 3 law enforcement entities within Jones County.

WHEREAS, Officer Nicole Minnihan of the Anamosa Police Department was selected for this position. With Jones County being the grant administrator, the County Auditor has requested that this position not be added as an employee of Jones County due to the conflict of being the financial authority for disbursement of funds. The identified employee for the Liaison position is a current police officer with the City of Anamosa and any additional hours accrued by the employee must be paid at the officer's overtime rate with the City of Anamosa. The City of Monticello presents the least amount of conflict for the Liaison position, and

WHEREAS, The job description of a Law Enforcement Liaison for the Jones County COAP Project was created for this position, and

WHEREAS, this position is a part-time/temporary position and will last for the remaining duration of the grant period until September 30th, of 2023. The position will be approximately 8-10 hours per week with a maximum amount of 40 hours per month. The pay rate of the position was established at \$25.00, and

WHEREAS, All expenses associated with the addition of this position will be reimbursed by Jones County to the City of Monticello, which includes the \$25.00 base rate, as well as the additional expenses such as IPERS, Social Security, Medicare, and unemployment, and

WHEREAS, position falls under the City of Monticello and the provisions established within the Employee Handbook, the only benefits offered to the position are the hourly wage. Employee conduct as identified within the handbook will be applicable to the position, and

NOW, THEREFORE, The Council hereby approved the Law Enforcement Liaison job description and further authorizes the hiring of Nicole Minnihan as the Law Enforcement Liaison for the Jones County COAP Project, with pay and benefits as proposed and as set forth subsequently herein.

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 16th day of May, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 5/10/2022
Preparer: Jacob Oswald



Agenda Item: # 8
Agenda Date: 05/16/2022

Communication Page

Agenda Items Description: **Resolution** To Approve the hiring of two Public Works Department seasonal employees and one Parks and Recreation Department seasonal employee and setting wage

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis:

Public Works and the Parks and Recreation Departments are requesting the hiring of seasonal staff. Summer staff position to be paid \$10/hr

Background Information:

In 2021 The Public Works Department hired 2 full-time seasonal staff members. These individuals helped out in a variety of ways, from helping maintain the cemetery to painting and removing trees. The Parks and Recreation Department hired 1 full-time seasonal staff member in 2021. This person was responsible for the creation of 3 new programs and assisted with the planning of 3 of the department's fundraisers. They also assisted at the cemetery, the aquatic center, and other performed other various tasks.

Staff Recommendation:

To approve the hiring of 2-3 Public Works and 1 Parks and Recreation seasonal staff at the rate of \$10.00/hr.

The City of Monticello, Iowa

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

RESOLUTION

To Approve the hiring of two Public Works Department seasonal employees and one Parks and Recreation Department seasonal employee and setting wage

WHEREAS, In 2021, the Public Works Department hired two full-time seasonal employees and the Parks and Recreation Department hired one full-time seasonal employee, and

WHEREAS, Job offering will be posted, applications will be accepted until the positions are filled or May 31, 2022, applications will be reviewed and interviews setup for the candidates for the positions, as they are received, and

WHEREAS, The proposed wage will be at a rate of \$10.00 /hour, and

WHEREAS, The City Administrator recommends hiring of three seasonal employees, and

WHEREAS, The Council finds it appropriate to follow the recommendation of the City Administrator, Director of Public Works, and Park and Recreation Director and further finds that the wages set in therein is fair and reasonable and should, therefore, be approved.

NOW, THEREFORE, The Council hereby authorizes the hiring of Public Works Department and Park and Recreation Department seasonal employee with a starting wage of \$10.00.

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 16th day of May 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 5/12/2022
Preparer: Sally Hinrichsen



Agenda Item: # 9- 17
Agenda Date: 05/16/2022

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:

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