

City of Monticello, Iowa

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Posted on October 18, 2022 at 3:00 p.m.

Monticello City Council Meeting October 24, 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	October 3, 2022
Approval of Payroll	October 6, 2022
Approval of Payroll	October 20, 2022
Approval of Bill List	
Approval of Treasurer's Report	September 2022

Public Hearings:

1. **Public Hearing** on rezoning lot located at the corner of North Sycamore Street and East Second Street, currently known as 202 North Sycamore Street, (will be addressed as 201 and 203 East Second Street) in Monticello, IA 52310 is hereby rezoned from R-1 (Single-Family Residential) to R-2 (Two-Family Dwelling).

2. **Ordinance** amending the Monticello Code of Ordinances, by amending Chapter 165 “ZONING REGULATIONS” and amending the Official Zoning Map (1st reading, with consideration to do 2nd and 3rd readings)

Resolutions:

3. **Resolution** Accepting Dedication of portion of John Drive and public improvements located within the right-of-way thereof same being identified as Lot A in Northridge Estates Third Addition, City of Monticello, Jones County, Iowa
4. **Resolution** authorizing Mayor to sign Monticello Main Street and City continued support and participation in the Main Street Program Agreement
5. **Resolution** to approve the hiring of a Monticello Ambulance Full-Time Paramedic and setting of wage
6. **Resolution** approving partial payment of retainage to Pirc-Tobin Construction related to the 2021 East 7th Street Utility Improvements Project in the amount of \$25,556.05
7. **Resolution** authorizing the Police Department order a police vehicle

Motions:

8. **Motion** to approve lighting for the Park and Ride

Ordinances:

9. **Ordinance** Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Subsections to Chapter 69, Parking Regulations, Section 08 No Parking Zones on portions of South Linden Street – (3rd and final reading)

Reports / Potential Actions:

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

Work Sessions:

19. **Work Session** – Sixth Street ditch

20. Work Session - City Hall /Council Chambers security and safety

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: October 24, 2022 Council Meeting

Time: Oct 24, 2022 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83014713975>

Meeting ID: 830 1471 3975

One tap mobile

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+13092053325,,83014713975# US

Dial by your location

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+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

Meeting ID: 830 1471 3975

Find your local number: <https://us02web.zoom.us/j/83014713975>

Regular Council Meeting
October 3, 2022 – 6:00 P.M.
Community Media Center

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

Yeoman moved to approve the agenda, removing item regarding the Main Street Program Agreement, Peach seconded, roll call was unanimous.

Steve Intlekofer, 529 West First Street, thanked staff for cleaning South Walnut Street. He asked Council to consider changing the City Code related to shared driveways and the requirement to have six feet between properties.

Bill Meyer, 511 North Gill Street, inquired what the policy is for maintenance of the Sixth Street ditch and if it was still a 50/50 cost share with the City and property owner. He was advised the Council is reviewing the policy on the Sixth Street ditch at the next meeting.

Brighton moved to approve the consent agenda; Langerman seconded, roll call was unanimous.

Smith introduced Officer Blaine Kamp who was sworn in on September 23rd.

Yeoman moved to approve Resolution #2022-115 Approving FY 2021-2022 Annual Financial Report, Lux seconded, roll call was unanimous.

Farnum reported there are no legal issues extending the contract or requirement to bid the contract of cleaning services. Hanken moved to approve Resolution #2022-116 to approve updates to Cleaning Service contract with D&D Services LLC, Peach seconded, roll call was unanimous.

Farnum reported the plat of surveys were reviewed by the Planning and Zoning Commission and they recommended approval. Lux moved to approve Resolution #2022-117 to approve Plat of Survey of Parcel 2022-61 along 130th Avenue in Jones County, Iowa, Peach seconded, roll call was unanimous.

Langerman moved to approve Resolution #2022-118 to approve Plat of Survey of Parcel 2022-66, for property at 20437 Meadowlark Road in Jones County, Iowa, Brighton seconded, roll call was unanimous.

Regular Council Meeting
October 3, 2022

Hanken moved to approve Resolution #2022-119 Authorizing purchase of the All-Inclusive and Interactive Playground surfacing, Langerman seconded, roll call was unanimous.

Farnum reviewed the engineering agreement changes and costs related to the Wastewater Treatment Facility and requirements to meet the USDA financing contract. Farnum advised it was required to change the design for a 500-year flood instead of the 100-year flood requirements. They also added inspection costs to the contract as required by the USDA. Langerman moved to approve Resolution #2022-120 To approve Amendment to the Professional Services Agreement between City of Monticello and Snyder & Associates related to Wastewater Treatment Plant Facility, Lux seconded, roll call was unanimous.

Lux moved to approve Resolution #2022-121 Acknowledge Monticello Library Youth Services Librarian wages effective October 3, 2022, Peach seconded, roll call was unanimous.

Langerman moved to approve Horsfield Construction invoice for North Sycamore Street sidewalks repairs, Lux seconded, roll call was unanimous.

Peach moved to postpone action regarding the lighting for the Park and Ride, and asked Kahler to contact Alliant to get cost options as were discussed. Langerman seconded, roll call was unanimous.

Langerman moved Ordinance #755 amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Subsections to Chapter 69, Parking Regulations, Section 08 No Parking Zones on portions of South Linden Street, second reading in title only. Hanken seconded. Roll call was unanimous.

Schwickerath reported that he is putting together figures for budgeting on various proposed projects.

Goedken reported Tom and Pam Foley put on a musical fundraiser for the Community Building. They purchased the Middle School stage curtains and with Dennis Gray's help hemming the curtains, they are hung up and look great. They raised \$658 for lighting and \$500 for curtains.

Farnum reminded everyone that the Healthy State Walk is Wednesday October 6th beginning at 6 PM at the Willow Shelter and will be a 2-mile walk. Everyone is welcome to join in the walk.

Farnum advised the October 17th Council meeting was rescheduled to October 24th, due to a conflict of scheduling.

Farnum reported work on the AWOS at the airport is completed by City and Alliant; however, due to the communication cable being relocated with the construction, it is not working. He also reported work has started on the Airport taxiway and runway project.

Regular Council Meeting
October 3, 2022

Hinrichsen reported on various fiscal year end reports that she is working on.

Kahler reported that leaf pickup started this week. They are also working on various street patching.

Tjaden reported the EPA required a new test for carcinogen risk assessment of the City water. He received a call from the Regional DNR Director who advised him there was no trace of carcinogens in our water.

Turnis reported Public Works removed shrubs and fixed the driveway by Library. This is her last week as full-time, but will stay on until end of December part-time.

Peach moved to adjourn the meeting at 6:45 p.m.

David Goedken, Mayor

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - OCTOBER 6, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	September 19 - October 2, 2022				
Jacob Gravel	\$ 1,712.00	\$ -	1.50	22.50	\$ 1,244.85
David Husmann	1,952.00	-	0.00	3.75	1,078.10
Mary Intlekofer	1,952.00	-	26.25	26.25	1,351.54
Nick Kahler	144.00	-	0.00	0.00	123.92
Trevor King	992.00	-	0.00	0.00	749.03
Lori Lynch	2,464.32	285.92	0.00	0.00	1,663.40
Coletta Matson	1,567.80	-	0.00	0.00	1,185.72
Mandy Norton	271.08	-	0.00	0.00	223.82
Ryan Sutcliffe	81.90	-	0.00	0.00	70.54
Curtis Wyman	2,642.90	930.90	0.00	9.25	1,755.21
TOTAL AMBULANCE	\$ 13,780.00	\$ 1,216.82	26.25	61.75	\$ 9,446.13
CEMETERY	September 19 - October 2, 2022				
Dan McDonald	\$ 1,855.05	\$ 67.05	0.00	3.38	\$ 1,344.52
TOTAL CEMETERY	\$ 1,855.05	\$ 67.05	0.00	3.38	\$ 1,344.52
CITY HALL	September 19 - October 2, 2022				
Cheryl Clark	\$ 1,816.00	\$ -	2.25	15.00	\$ 1,236.61
Russ Farnum	3,711.54	-	0.00	0.00	2,475.74
Sally Hinrichsen	2,744.73	-	0.00	0.00	1,662.19
Nanci Tuel	1,625.99	7.59	0.00	0.00	1,057.27
TOTAL CITY HALL	\$ 9,898.26	\$ 7.59	2.25	15.00	\$ 6,431.81
FIRE	September 19 - October 2, 2022				
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	September 19 - October 2, 2022				
Molli Hunter	\$ 1,184.00	\$ -	0.00	0.00	\$ 920.00
Penny Schmit	1,418.78	13.18	0.00	0.00	767.73
Michelle Turnis	1,773.69	-	0.00	0.00	1,040.47
TOTAL LIBRARY	\$ 4,376.47	\$ 13.18	0.00	0.00	\$ 2,728.20
MBC	September 19 - October 2, 2022				
Keegan Arduser	\$ 1,384.62	\$ -	0.00	0.00	\$ 1,056.57
Jacob Oswald	2,193.88	-	0.00	0.00	1,647.00
TOTAL MBC	\$ 3,578.50	\$ -	0.00	0.00	\$ 2,703.57
POLICE	September 19 - October 2, 2022				
Peter Fleming	\$ 2,449.44	\$ -	0.00	0.00	\$ 1,700.19
Dawn Graver	2,683.72	-	0.00	0.00	1,930.09
Erik Honda	2,645.36	-	9.00	71.25	1,962.63
Blaine Kamp	4,129.98	-	0.00	0.00	3,255.43
Jordan Koos	2,645.36	-	4.50	42.00	1,803.51
Nicole Minnihan	100.00	-	0.00	0.00	46.06
Britt Smith	3,461.54	-	0.00	0.00	2,523.83

PAYROLL - OCTOBER 6, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Madonna Staner	1,623.20	-	0.00	0.00	1,230.20
Brian Tate	2,688.36	-	5.25	17.25	1,903.19
TOTAL POLICE	\$ 22,426.96	\$ -	18.75	130.50	\$ 16,355.13
ROAD USE	September 19 - October 2, 2022				
Zeb Bowser	\$ 1,788.01	\$ -	0.00	5.75	\$ 1,255.35
Nick Kahler	2,238.39	-	0.00	0.00	1,527.72
TJ Nealson	1,728.00	-	0.00	0.00	1,309.79
Jasper Scott	1,788.01	-	0.00	0.00	1,231.46
TOTAL ROAD USE	\$ 7,542.41	\$ -	0.00	5.75	\$ 5,324.32
SEWER	September 17 - 30, 2022				
Tim Schultz	\$ 2,036.00	\$ -	0.00	7.13	\$ 1,417.44
Jim Tjaden	2,576.92	-	0.00	0.00	1,867.32
TOTAL SEWER	\$ 4,612.92	\$ -	0.00	7.13	\$ 3,284.76
WATER	September 17 - 30, 2022				
Daniel Pike	\$ 2,060.00	\$ -	11.25	11.25	\$ 1,475.53
TOTAL WATER	\$ 2,060.00	\$ -	11.25	11.25	\$ 1,475.53
TOTAL - ALL DEPTS.	\$ 70,690.57	\$ 1,304.64	58.50	234.76	\$ 49,599.78

PAYROLL - OCTOBER 20, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	October 3 - 16, 2022				
Brian Bronemann	\$ 991.10	\$ -	0.00	0.00	\$ 781.77
Shelley Bronemann	112.00	-	0.00	0.00	96.40
Jacob Gravel	1,712.00	-	0.75	23.25	1,244.85
Mason Hanson	1,714.10	-	0.00	0.00	1,204.94
David Husmann	1,952.00	-	0.00	3.75	1,078.11
Mary Intlekofer	1,952.00	-	0.00	26.25	1,351.54
Lori Lynch	2,328.40	-	0.00	0.00	1,608.29
Coletta Matson	1,251.90	35.10	0.00	0.00	964.15
Chloe Mogensen	146.40	-	0.00	0.00	126.11
Kaleb Payne	561.60	-	0.00	0.00	472.76
Curtis Wyman	1,712.00	-	4.50	13.75	1,166.95
TOTAL AMBULANCE	\$ 14,433.50	\$ 35.10	5.25	67.00	\$ 10,095.87
CEMETERY	October 3 - 16, 2022				
Dan McDonald	\$ 1,788.00	\$ -	0.00	3.38	\$ 1,297.36
TOTAL CEMETERY	\$ 1,788.00	\$ -	0.00	3.38	\$ 1,297.36
CITY HALL	October 3 - 16, 2022				
Cheryl Clark	\$ 1,816.00	\$ -	0.00	15.00	\$ 1,236.61
Russ Farnum	3,961.54	-	0.00	0.00	2,625.35
Sally Hinrichsen	2,744.73	-	0.00	0.00	1,662.19
Nanci Tuel	1,618.41	-	0.00	0.00	1,052.46
TOTAL CITY HALL	\$ 10,140.68	\$ -	0.00	15.00	\$ 6,576.61
COUNCIL / MAYOR					
Scott Brighton	\$ 300.00	\$ -	0.00	0.00	\$ 276.78
Dave Goedken	500.00	-	0.00	0.00	453.30
Brenda Hanken	300.00	-	0.00	0.00	276.05
Candy Langerman	300.00	-	0.00	0.00	276.05
Chris Lux	300.00	-	0.00	0.00	275.78
Wayne Peach	300.00	-	0.00	0.00	235.05
Tom Yeoman	300.00	-	0.00	0.00	275.05
TOTAL COUNCIL / MAYOR	\$ 2,300.00	\$ -	0.00	0.00	\$ 2,068.06
LIBRARY	October 3 - 16, 2022				
Molli Hunter	\$ 1,184.00	\$ -	0.00	0.00	\$ 920.00
Penny Schmit	1,289.58	13.18	0.00	0.00	674.66
Michelle Turnis	1,773.69	-	0.00	0.00	1,040.47
TOTAL LIBRARY	\$ 4,247.27	\$ 13.18	0.00	0.00	\$ 2,635.13
MBC	October 3 - 16, 2022				
Keegan Arduser	\$ 1,384.62	\$ -	0.00	0.00	\$ 1,056.57
Jacob Oswald	2,193.88	-	0.00	0.00	1,647.00
TOTAL MBC	\$ 3,578.50	\$ -	0.00	0.00	\$ 2,703.57
POLICE	October 3 - 16, 2022				
Zach Buehler	\$ 308.52	\$ -	0.00	0.00	\$ 263.76
Peter Fleming	2,449.44	-	0.00	0.00	1,700.19
Dawn Graver	2,588.44	-	0.00	0.00	1,864.74

PAYROLL - OCTOBER 20, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Erik Honda	2,583.84	-	0.00	71.25	1,920.56
Blaine Kamp	2,583.84	-	0.00	0.00	1,900.47
Jordan Koos	2,583.84	-	0.00	42.00	1,766.20
Britt Smith	3,461.54	-	0.00	0.00	2,523.83
Madonna Staner	1,623.20	-	0.00	0.00	1,230.20
Brian Tate	2,625.84	-	0.00	17.25	1,859.37
TOTAL POLICE	\$ 20,808.50	\$ -	0.00	130.50	\$ 15,029.32
ROAD USE	October 3 - 16, 2022				
Zeb Bowser	\$ 1,913.72	\$ 125.72	0.00	5.75	\$ 1,342.40
Nick Kahler	2,238.39	-	0.00	0.00	1,527.72
TJ Neelson	1,728.00	-	0.00	0.00	1,309.79
Jasper Scott	1,788.01	-	2.63	1.38	1,231.47
TOTAL ROAD USE	\$ 7,668.12	\$ 125.72	2.63	7.13	\$ 5,411.38
SEWER	October 1 - 14, 2022				
Tim Schultz	\$ 2,329.16	\$ 143.16	0.00	7.13	\$ 1,646.28
Jim Tjaden	2,576.92	-	0.00	0.00	1,867.32
TOTAL SEWER	\$ 4,906.08	\$ 143.16	0.00	7.13	\$ 3,513.60
WATER	October 1 - 14, 2022				
Daniel Pike	\$ 2,036.00	\$ -	0.00	5.50	\$ 1,460.83
TOTAL WATER	\$ 2,036.00	\$ -	0.00	5.50	\$ 1,460.83
TOTAL - ALL DEPTS.	\$ 71,906.65	\$ 317.16	7.88	235.64	\$ 50,791.73

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING		664.40		
JOHN DEERE FINANCIAL	PD BLDG REPAIR/MAINT		.54		
LINDA KAHLER	PD MINOR EQUIPMENT		24.00		
KIESLER'S POLICE SUPPLY, INC.	PD MINOR EQUIPMENT		53.75		
KOCH BROTHERS, INC.	PD EQUIP REPAIR/MAINT		97.50		
KROMMINGA MOTORS INC	PD BLDG REPAIR/MAINT		5.38		
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING		16.88		
LYNCH DALLAS, P.C.	PD ATTORNEY FEES		16.50		
MEDICAL ASSOCIATES CLINIC PC	PD MMPI TEST - KAMP		323.00		
NICOLE MINNIHAN	PD COAP GRANT MILEAGE		26.91		
MONTECELLO COMM SCHOOL DISTRICT	PD FUEL		1,321.55		
UNIFORM DEN INC	PD MINOR EQUIPMENT		652.48		
WELAND CLINICAL LAB P.C.	PD LAB		102.00		
	110 POLICE DEPARTMENT TOTAL		3,304.89		
AQUATIC CENTER					
STATE HYGIENIC LABORATORY	POOL LAB TESTS		27.00		
JOHN DEERE FINANCIAL	POOL OSHA SUPPLIES		16.97		
	440 AQUATIC CENTER TOTAL		43.97		
CEMETERY					
MONTECELLO COMM SCHOOL DISTRICT	CEMETERY FUEL		455.46		
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES		451.08		
	450 CEMETERY TOTAL		906.54		
SOLDIER'S MEMORIAL BOARD					
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE		44.13		
	498 SOLDIER'S MEMORIAL BOARD TOTAL		44.13		
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES		315.00		
	620 CLERK/CITY ADMIN TOTAL		315.00		
ENGINEER					
SNYDER & ASSOCIATES, INC	ENGINEERING FEES		396.00		
	640 ENGINEER TOTAL		396.00		
ATTORNEY					
LYNCH DALLAS, P.C.	ATTORNEY FEES		1,435.50		
	641 ATTORNEY TOTAL		1,435.50		
CITY HALL/GENERAL BLDGS					
IOWA LEAGUE OF CITIES	CH BUDGET WORKSHOP - FARNUM		95.00		
JONES COUNTY ABSTRACT & TITLE	449 N SYCAMORE ST		300.00		
KOCH BROTHERS, INC.	CH COPIER MAINTENANCE		231.88		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
DAVID B MCNEILL	CH BUILDING SUPPLIES	7.00			
STEVE MONK CONSTRUCTION	CH NUISANCE - SYCAMORE ST	72.45			
MONTICELLO COMM SCHOOL DISTRICT	CH OFFICE SUPPLIES	335.51			
MONTICELLO EXPRESS INC	CH ADVERTISING	847.15			
BLAZA NAVA	CH AUDIT DEPOSIT REFUND	1,000.00			
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	88.26			
	650 CITY HALL/GENERAL BLDGS TOTAL		2,977.25		
	001 GENERAL TOTAL		9,423.28		
SOLDIER MEMORIAL FUND					
SOLDIER'S MEMORIAL BOARD					
KRAUS PLUMBING & HEATING LLC	SLDR MEM BLDG REPAIRS				
	498 SOLDIER'S MEMORIAL BOARD TOTAL				
	003 SOLDIER MEMORIAL FUND TOTAL				
MONTICELLO BERNDEN CENTER					
PARKS					
BAKER PAPER CO INC	MBC BUILDING SUPPLIES	115.95			
FAREWAY STORES #840-1	MBC CONCESSIONS	62.24			
MOLLI JENN HUNTER	JANITORIAL SERVICES	472.50			
INSURANCE ASSOCIATES, INC.	AUSTIN STRONG PLAYGROUND INS	609.00			
JOHN DEERE FINANCIAL	MBC LEAGUE SUPPLIES	44.97			
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT	87.97			
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	348.24			
MONTICELLO EXPRESS INC	MBC GROUNDS SUPPLIES	150.00			
MONTICELLO SPORTS	MBC BASKETBALLS	472.00			
SPAHN & ROSE LUMBER CO INC	MBC BLDG REPAIR/MAINT	26.02			
	430 PARKS TOTAL		2,388.89		
	005 MONTICELLO BERNDEN CENTER TOTAL		2,388.89		
FIRE					
FIRE					
LAPORTE MOTOR SUPPLY	FIRE EQUIP REPAIR/MAINT	36.88			
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	85.94			
MONTICELLO EXPRESS INC	FIRE SUPPLIES	157.50			
MUNICIPAL EMERGENCY SERVICES	FIRE MINOR EQUIPMENT	1,201.97			
SANDRY FIRE SUPPLY	FIRE EQUIP REPAIR/MAINT	236.60			
JOHN SNYDER	FIRE TRAINING	55.00			
SPAHN & ROSE LUMBER CO INC	FIRE SUPPLIES	154.98			
	150 FIRE TOTAL		1,928.87		
	015 FIRE TOTAL		1,928.87		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AMBULANCE					
AMBULANCE					
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	199.39			
CR PHARMACY SERVICE INC	AMB MEDICAL SUPPLIES	125.00			
FREESE MOTORS INC	AMB VEHICLE OPERATING	253.60			
IOWA DEPT OF HUMAN SERVICES	AMB REFUND	900.79			
KOCH BROTHERS, INC.	AMB EQUIP REPAIR/MAINT	97.50			
LAPORTE MOTOR SUPPLY	AMB VEHICLE OPERATING	40.18			
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	1,476.50			
PRODIGY EMS INC	AMB ANNUAL SUBSCRIPTION	1,050.00			
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES	867.87			
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES	242.00			
	160 AMBULANCE TOTAL		5,252.83		
	016 AMBULANCE TOTAL		5,252.83		
LIBRARY IMPROVEMENT					
LIBRARY					
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	19.87			
SCOTT JOHNSTON	LIB IMP PROGRAMS/PROMOTIONS	50.00			
	410 LIBRARY TOTAL		69.87		
	030 LIBRARY IMPROVEMENT TOTAL		69.87		
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB AUDIO RECORDINGS	170.83			
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES	11.65			
MOLLI JENN HUNTER	JANITORIAL SERVICES	280.00			
JOHN DEERE FINANCIAL	LIB BUILDING SUPPLIES	14.99			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	164.16			
MONTICELLO COMM SCHOOL DISTRICT	LIB OFFICE SUPPLIES	47.93			
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES	6.70			
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	44.13			
	410 LIBRARY TOTAL		740.39		
	041 LIBRARY TOTAL		740.39		
AIRPORT					
AIRPORT					
LASLEY ELECTRIC LLC	AIRPORT EQUIP REPAIR/MAINT	5,312.13			
MONTICELLO AVIATION INC	AIRPORT EQUIP REPAIR/MAINT	319.00			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	213.59			
SPAHN & ROSE LUMBER CO INC	AIRPORT EQUIP REPAIR/MAINT	553.44			
TRI COUNTY PROPANE LLC	AIRPORT UTILITIES	362.52			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	280 AIRPORT TOTAL		6,760.68		
	046 AIRPORT TOTAL		6,760.68		
ROAD USE					
STREETS					
BAKER PAPER CO INC	RU SUPPLIES		88.13		
ROBERT P CLAUSSEN	RU EQUIP REPAIR/MAINT		300.00		
RODNEY COOHEY	RU STREET MAINTENANCE SUPPLIES		1,729.00		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT		50.50		
W.W. GRAINGER, INC	RU EQUIP REPAIR/MAINT		112.63		
HENNICK TREE SERVICE LLC	RU TREE REMOVAL		2,750.00		
HUGHES GARAGE & AUTO SALES LLC	RU EQUIP REPAIR/MAINT		159.95		
IOWA STATE PRISON INDUSTRIES	RU STREET MAINTENANCE SUPPLIES		233.64		
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT		196.37		
LINDA KAHLER	RU CLOTHING - NEALSON		194.17		
KIMBALL MIDWEST	RU SUPPLIES		238.88		
LAPORTE MOTOR SUPPLY	RU SUPPLIES		41.64		
MID-IOWA SOLID WASTE EQUIP CO	RU EQUIP REPAIR/MAINT		131.63		
MIDWEST WHEEL COMPANIES	RU EQUIP REPAIR/MAINT		813.38		
MONTECELLO COMM SCHOOL DISTRICT	RU FUEL		1,254.59		
MONTECELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT		66.96		
MONTECELLO SPORTS	RU CLOTHING		50.00		
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES		1,042.75		
SNYDER & ASSOCIATES, INC	E 7TH STREET RECONSTRUCTION		1,140.75		
SPAHN & ROSE LUMBER CO INC	RU SUPPLIES		181.44		
	210 STREETS TOTAL		10,776.41		
	110 ROAD USE TOTAL		10,776.41		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB GEHRET BOOKS		852.74		
	410 LIBRARY TOTAL		852.74		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		852.74		
PARK IMPROVEMENT					
CAPITAL PROJECTS					
KARDES INC	MONTI IN MOTION CAR SHOW		122.90		
MONTECELLO EXPRESS INC	MONTI IN MOTION CAR SHOW		570.25		
	750 CAPITAL PROJECTS TOTAL		693.15		
	313 PARK IMPROVEMENT TOTAL		693.15		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CAPITAL IMPROVEMENT					
CAPITAL PROJECTS					
HDR ENGINEERING INC	CAP IMP 2021 TAXIWAY/APRON		1,010.78		

	750 CAPITAL PROJECTS TOTAL		1,010.78		

	332 CAPITAL IMPROVEMENT TOTAL		1,010.78		
Baty Disc Golf Course					
Parks					
STEVE MONK CONSTRUCTION	BATY DG MOWING		811.44		

	430 PARKS TOTAL		811.44		

	338 BATY DISC GOLF COURSE TOTAL		811.44		
C.C. Bidwell Library Book					
Library					
MICRO MARKETING LLC	LIB BIDWELL BOOKS		79.74		

	410 LIBRARY TOTAL		79.74		

	502 C.C. BIDWELL LIBRARY BOOK TOTAL		79.74		
Water					
Water					
STATE HYGIENIC LABORATORY	WATER LAB TESTS		664.00		
IOWA DEPT OF NATURAL RESOURCES	WATER DUES - PERMIT #3987		115.00		
IOWA ONE CALL	WATER SYSTEM		52.55		
MEGAN & BRYAN KNATZ	WATER OVERPAYMENT REFUND		50.00		
STEVE MONK CONSTRUCTION	WATER NORTH WELL SIDEWALK		487.98		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL		370.34		
MONTICELLO SPORTS	WATER CLOTHING		129.00		

	810 WATER TOTAL		1,868.87		

	600 WATER TOTAL		1,868.87		
Customer Deposits					
Water					
TREASURER STATE OF IOWA	REF TO STATE UNCLAIMED		50.00		

	810 WATER TOTAL		50.00		

	602 CUSTOMER DEPOSITS TOTAL		50.00		
Sewer					

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SEWER					
BAKER PAPER CO INC	SEWER LAB SUPPLIES		88.13		
TRACY L CHAPPELL	SEWER EQUIP REPAIR/MAINT		296.25		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		11.57		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		1,616.50		
IOWA ONE CALL	SEWER SYSTEM		52.55		
J&R SUPPLY INC	SEWER SYSTEM		349.00		
JOHN DEERE FINANCIAL	SEWER SUPPLIES		24.78		
KROMMINGA MOTORS INC	SEWER EQUIP REPAIR/MAINT		211.00		
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT		20.03		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL		370.34		
MONTICELLO SPORTS	SEWER CLOTHING		129.00		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		857.88		
VFW FLAG STORE	SEWER SUPPLIES		35.00		
	815 SEWER TOTAL		4,062.03		
	610 SEWER TOTAL		4,062.03		
SEWER CAPITAL IMPROVEMENT					
SEWER					
JONES COUNTY ABSTRACT & TITLE	SEWER FACILITY IMPROVEMENTS		1,075.00		
	815 SEWER TOTAL		1,075.00		
	613 SEWER CAPITAL IMPROVEMENT TOTAL		1,075.00		
SANITATION					
SANITATION					
JONES COUNTY SOLID WASTE	2ND QTR '23 ASSESSMENT		5,125.90		
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL		121.96		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS		12,857.44		
	840 SANITATION TOTAL		18,105.30		
	670 SANITATION TOTAL		18,105.30		
STORM WATER					
STORM WATER FUND					
STEVE MONK CONSTRUCTION	STORMWATER MAINTENANCE		227.70		
	865 STORM WATER FUND TOTAL		227.70		
	740 STORM WATER TOTAL		227.70		
	Accounts Payable Total		66,177.97		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND NAME	AMOUNT
001 GENERAL	9,423.28
003 SOLDIER MEMORIAL FUND	
005 MONTICELLO BERNDES CENTER	2,388.89
015 FIRE	1,928.87
016 AMBULANCE	5,252.83
030 LIBRARY IMPROVEMENT	69.87
041 LIBRARY	740.39
046 AIRPORT	6,760.68
110 ROAD USE	10,776.41
178 TRUST/SLAVKA GEHRET FUND	852.74
313 PARK IMPROVEMENT	693.15
332 CAPITAL IMPROVEMENT	1,010.78
338 BATY DISC GOLF COURSE	811.44
502 C.C. BIDWELL LIBRARY BOOK	79.74
600 WATER	1,868.87
602 CUSTOMER DEPOSITS	50.00
610 SEWER	4,062.03
613 SEWER CAPITAL IMPROVEMENT	1,075.00
670 SANITATION	18,105.30
740 STORM WATER	227.70

TOTAL FUNDS	66,177.97

City of Monticello - Monthly Summary - September 1st thru 30th, 2022

Reviewed by: *[Signature]* Date: 10-7-2022

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	752912.39	208666.65	2929.44	149943.93	20723.75	793840.80	793840.80	775.00	601149.15	191916.65			793840.80
	Soldiers Memorial Board	12258.22	75.00			12333.22		12333.22	100.00	-33929.97	12333.22			12333.22
	Monticello Berndes Center	-10784.39	5095.01			-33929.97		-33929.97		6745.93				-33929.97
	Dare	6733.31		12.62		28140.59				6745.93				6745.93
	Canine	5400.70		10.12						5410.82				5410.82
	Insurance Fund	41064.82	76.44	76.44		40975.45		40975.45		20961.29				40975.45
	Monticello Trees Forever	30533.27		57.22		1040.00		29550.49		29550.49				29550.49
	Fire	160279.67	43.96	300.35		8372.76		152251.22		106528.06				152251.22
	Ambulance Operating	118588.24	20763.35	217.02	9583.37	40607.52		106524.46		58069.21				106524.46
	Hotel/Motel Tax Fund	20380.76		38.19				20418.95		20418.95				20418.95
	Earl F Lehmann Trust	238.41		0.03				238.44			238.44			238.44
	Street Bond	300.00						300.00						300.00
	Police Improvement	69.50	7.00	0.13		75.00		1.63						1.63
	Library Improvement	36819.58	75.00	68.99		672.36		36291.21		21767.36				36291.21
	Library	26113.53	152.75	48.79	11140.38	12224.63		25230.82	75.00	19972.60	5183.22			25230.82
	Equipment Set-A-Side	58145.02		108.52				58253.54		40434.37	17819.17			58253.54
	Super Mac	17741.56		33.25		1627.73		16147.08		16147.08				16147.08
Airport	120337.88	6698.78	225.50		4119.52		123142.64		50595.14				123142.64	
Revolving Loan Fund	42739.68		80.09				42819.77		15727.06	27092.71			42819.77	
SPECIAL REVENUE FUNDS:	Road Use Tax	325119.22	64085.44			36171.75		353032.91		53459.34	299573.57			353032.91
	Road Use Tax Set-Aside	81463.40		152.66				81616.06		5221.68	76394.38			81616.06
	Employee Benefits	184885.72	44805.94			36283.38		193408.28		-69861.68	263289.96			193408.28
	TIF Tax Collections	320671.95	56715.70	600.92				377988.57		351380.27	26608.30			377988.57
	Slavka Gehret Trust	204452.63		383.13		147.40		204688.36		4423.47	200264.89			204688.36
	Police Forfeiture Acct	4.93						4.93		4.93				4.93
	Debt Service	133463.45	34280.90	242.27				167986.62		48625.04	119361.58			167986.62
DEBT SERVICE FUNDS:	TIF - Debt Payments	0.50						0.50		0.50				0.50
	ARPA Fund	584237.48		1094.84				585332.32		291598.34	293733.98			585332.32
	Park Improvements	129290.65	4684.00	241.34		8414.65		125801.34		87751.58	38049.76			125801.34
	Library Capital Improvements	14086.57		26.40				14112.97		14112.97				14112.97
	Ambulance Improvements	131651.71		244.50				131896.21		42127.01	89769.20			131896.21
	TIF Projects	0.00						0.00						0.00
	Cemetery Improvements	17295.82	4.00	72.94				17372.76		-1053.54	18426.30			17372.76
	Capital Improvements	-17551.51	1502.00	17.28		881.58		-16913.81		-26154.41	9240.60			-16913.81
	Low Income Housing	15510.08		29.06				15539.14			15539.14			15539.14
	Baty Disc Golf Course	4410.89		8.22		1014.30		3404.81		3223.59	181.22			3404.81
	Mary Maxine Redmond Trust	7005.28		13.12				7018.40		339.33	6679.07			7018.40
	Pocket Park	10372.49		18.68		24.43		10366.74		5264.41	5102.33			10366.74
PERMANENT FUNDS:	Cemetery Perpetual Care	176270.30	254.00					176524.30		3487.00	173037.30			176524.30
	Charles S Bidwell Book Trust Ioma Mary Baker Trust	81072.70 37405.71		151.92 70.09		545.66 152.18		80678.96 37293.62		34.35 29.10	80644.61 37294.52			80678.96 37293.62
ENTERPRISE FUNDS:	Water Operating	179836.37	36943.09	325.76		26771.71		184333.51		53361.40	130972.11			184333.51
	Customer Deposits	103575.16	1900.00			915.00		104560.16		22987.60	81572.56			104560.16
	Water Capital Improvements	71788.39	5561.41	193.35				77543.15		70859.31	6683.84			77543.15
	Sewer Operating	749204.15	99363.14	1403.98		29224.13		820747.14		557387.83	263359.31			820747.14
	Sewer Sinking	50195.59		94.07				50289.66		50289.66				50289.66
	Sewer Capital Improvements	187415.79	5561.40	410.04		91.36		183295.87		184273.56	9022.31			183295.87
	Sanitation	136523.07	51692.68	255.83		41302.29		147169.29		116701.21	30468.08			147169.29
	Sanitation Capital Improvements	8638.06		16.19				8654.25		8654.25				8654.25
	Yard Waste	42097.36	3685.31	78.89		272.88		45588.68		35429.34	10159.34			45588.68
	Storm Water fund	26613.54	6859.43	49.87		760.06		32762.78		32762.78				32762.78
	Self Watered Insurance	0.00	208.93					0.00						0.00
AGENCY FUNDS	Flex Spending	2275.02	1188.50			104.95		3358.57		3358.57				3358.57
	Enterprise Flex Spending	107.48				107.48		107.48		107.48				107.48
TOTAL OF ALL FUNDS		5431242.10	660875.37	10402.05	20723.75	430276.49	20723.75	5672241.03	950.00	2873378.30	2785341.07	0.00	0.00	5672241.03

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

Bank Balance		
General Checking	\$2,931,572.24	
Property Tax & Water	\$2,785,341.07	
Soldiers Memorial Ckg	\$12,333.22	
Earl F Lehmann Trust	\$238.44	
Total Bank Balance		\$5,729,484.97
Plus (Minus) Adjustment:		
Bank Charge/Error		
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$540.38	
Total Outstanding Credit Card Pymts		\$540.38
Less Outstanding Checks:		
Financial/Payroll	\$58,734.32	
Soldiers Memorial	\$0.00	
Total Outstanding Checks		\$58,734.32
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$950.00	
Total Investments		\$950.00
Treasurer's Balance		\$5,672,241.03

Prepared By: Sally Hinrichsen 10/6/2022
Sally Hinrichsen, City Clerk

Reviewed by: Russell Farnum
Russell Farnum, City Administrator

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



Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.44	0.150	N/A		Earl F Lehmann Trust Soldier Memorial
Checking #394486	\$12,333.22		N/A		
Total by Bank	\$12,571.66				
Dutrac Credit Union					
Total by Bank	\$0.00				
Fidelity Bank & Trust					
Total by Bank	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$2,931,572.24		N/A		General Checking General Savings
Property Tax & Water #40001992	\$2,785,341.07		N/A		
Total by Bank	\$5,716,913.31				
Total Cash on Hand- All Banks	\$5,729,484.97				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error					
Plus Outstanding Credit Card Pymt	\$540.38				
Less Outstanding Checks	\$58,734.32				
Treasurer's Balance	\$5,672,241.03				

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

TREASURER'S REPORT
CALENDAR 9/2022, FISCAL 3/2023

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	752,912.39	211,596.09	170,667.68	.00	793,840.80
003 SOLDIER MEMORIAL FUND	12,258.22	75.00	.00	.00	12,333.22
005 MONTICELLO BERNDES CENT	10,784.39-	5,095.01	28,140.59	.00	33,829.97-
006 RECREATIONAL SET-A-SIDE	.00	.00	.00	.00	.00
008 DARE	6,733.31	12.62	.00	.00	6,745.93
009 POLICE CANINE UNIT	5,400.70	10.12	.00	.00	5,410.82
010 INSURANCE	41,064.82	76.44	165.81	.00	40,975.45
014 MONTICELLO TREES FOREVE	30,533.27	57.22	1,040.00	.00	29,550.49
015 FIRE	160,279.67	344.31	8,372.76	.00	152,251.22
016 AMBULANCE	116,568.24	30,563.74	40,607.52	.00	106,524.46
018 HOTEL/MOTEL TAX	20,380.76	38.19	.00	.00	20,418.95
022 EARL F LEHMANN TRUST	238.41	.03	.00	.00	238.44
023 TRUST FUND/STREET BOND	300.00	.00	.00	.00	300.00
026 POLICE IMPROVEMENT	69.50	7.13	75.00	.00	1.63
030 LIBRARY IMPROVEMENT	36,819.58	143.99	672.36	.00	36,291.21
041 LIBRARY	26,113.53	11,341.92	12,224.63	.00	25,230.82
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	58,145.02	108.52	.00	.00	58,253.54
045 SUPER MAC FUND	17,741.56	33.25	1,627.73	.00	16,147.08
046 AIRPORT	120,337.88	6,924.28	4,119.52	.00	123,142.64
050 REVOLVING LOAN FUND	42,739.68	80.09	.00	.00	42,819.77
110 ROAD USE	325,119.22	64,085.44	36,171.75	.00	353,032.91
111 ROAD USE SETASIDE	81,463.40	152.66	.00	.00	81,616.06
112 EMPLOYEE BENEFITS	184,885.72	44,805.94	36,283.38	.00	193,408.28
125 TIF -SPECIAL REVENUE	320,671.95	57,316.62	.00	.00	377,988.57
178 TRUST/SLAVKA GEHRET FUN	204,452.63	383.13	147.40	.00	204,688.36
180 POLICE FORFEITURE	4.93	.00	.00	.00	4.93
200 DEBT SERVICE	133,463.45	34,523.17	.00	.00	167,986.62
225 TIF - DEBT	.50	.00	.00	.00	.50
300 ARPA CAPITAL FUND	584,237.48	1,094.84	.00	.00	585,332.32
313 PARK IMPROVEMENT	129,290.65	4,925.34	8,414.65	.00	125,801.34
316 LIB CAPITAL IMPROVEMENT	14,086.57	26.40	.00	.00	14,112.97
319 AMBULANCE IMPROVEMENT	131,651.71	244.50	.00	.00	131,896.21
325 TIF PROJECT	.00	.00	.00	.00	.00
326 TRUST/CEMETERY IMPROVEM	17,295.82	76.94	.00	.00	17,372.76
328 FAMILY AQUATIC CENTER C	.00	.00	.00	.00	.00
332 CAPITAL IMPROVEMENT	17,551.51-	1,519.28	881.58	.00	16,913.81-
333 MYSBA CAPITAL FUND	.00	.00	.00	.00	.00
336 LOW INCOME HOUSING FUND	15,510.08	29.06	.00	.00	15,539.14
337 MDC FUNDS	.00	.00	.00	.00	.00
338 BATY DISC GOLF COURSE	4,410.89	8.22	1,014.30	.00	3,404.81
339 MARY MAXINE REDMOND TRU	7,005.28	13.12	.00	.00	7,018.40
375 POCKET PARK	10,372.49	18.68	24.43	.00	10,366.74
500 TRUST/CEMETERY PERPETUA	176,270.30	254.00	.00	.00	176,524.30
502 C.C. BIDWELL LIBRARY BO	81,072.70	151.92	545.66	.00	80,678.96
503 TRUST/IOMA MARY BAKER	37,405.71	70.09	152.18	.00	37,323.62
600 WATER	173,836.37	37,268.85	26,771.71	.00	184,333.51
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	103,575.16	1,900.00	915.00	.00	104,560.16
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00
604 WATER CAPITAL IMPROVEME	71,788.39	5,754.76	.00	.00	77,543.15
610 SEWER	749,204.15	100,767.12	29,224.13	.00	820,747.14
611 SEWER RESERVE	.00	.00	.00	.00	.00

TREASURER'S REPORT
CALENDAR 9/2022, FISCAL 3/2023

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
612 SEWER SINKING	50,195.59	94.07	.00	.00	50,289.66
613 SEWER CAPITAL IMPROVEME	187,415.79	5,971.44	91.36	.00	193,295.87
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00
670 SANITATION	136,523.07	51,948.51	41,302.29	.00	147,169.29
671 SANITATION CAPITAL IMPR	8,638.06	16.19	.00	.00	8,654.25
675 YARD WASTE SITE	42,097.36	3,764.20	272.88	.00	45,588.68
740 STORM WATER	26,613.54	6,909.30	760.06	.00	32,762.78
820 INTERNAL REV SELF FUNDE	.00	208.93	208.93	.00	.00
950 FLEX SPENDING FUND	2,275.02	1,188.50	104.95	.00	3,358.57
951 ENTERPRISE FLEX SPENDIN	107.48	.00	.00	.00	107.48
Report Total	5,431,242.10	691,999.17	451,000.24	.00	5,672,241.03

City Council Meeting
Prep. Date: 10/12/2022
Preparer: Russell Farnum



Agenda Item: # 1 & 2
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: Rezoning property at 2nd and Sycamore Street, from R-1 to R-2

Type of Action Requested: Ordinance

Attachments & Enclosures:

Petitioner's materials
Copy of Public Notice

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

Synopsis: Four-H Properties has petitioned to rezone the property at the northeast corner of 2nd and Sycamore, from R-1 to R-2, in order to allow the construction of two new attached single-family homes.

Analysis: Four H Properties purchased the existing rental 2-unit at 202 N. Sycamore St., which is on the northeast corner of 2nd and Sycamore Street. They plan to tear down the existing structure, and construct a new ranch-style duplex as 2 attached single family homes (owner occupied).

The existing duplex is nonconforming as a 2-unit in a single-family zoning district. Under the existing R-1 zoning, the duplex could continue as-is, but once it is demolished it could only be replaced with a single-family home. That is why the petitioners are asking to change to R-2 zoning.

The subject property is a 12,200 square foot lot at the northeast corner of 2nd and Sycamore. The property is improved with a 2-unit dwelling. The structure consists of a square 2-story frame structure, with a large single-story addition to the east. The property is currently zoned R-1 Single Family Residential, as is property to the north and east.

The property is a block north of First Street, which is generally considered "downtown". To the west lies the Monticello Cultural and Heritage Center, which is located in a former church and is adjacent to a BP Amoco gas station that faces Cedar Street. Cedar Street is a major street (highway 38) that is lined nearby with Freese Ford dealership, a variety of stores, and the US Post Office.

Properties to the north include single family homes, as well as 2 churches (Sacred Heart and United Methodist) that also have school buildings, parking lots and similar uses incorporated into their properties. To the east lies primarily single-family homes, facing Maple Street.

To the south lies a handful of single-family rental and owner-occupied dwellings facing 2nd Street, as well as a mix of rental apartment buildings and commercial buildings facing Sycamore Street.

The property is clearly in a transitional area between the heart of the “downtown” on First Street, and the single-family neighborhood to the north. A location map is below.



In considering a zoning map amendment, generally the Council should consider the following factors:

1. The proposed zoning complies with the Comprehensive Plan;
2. The proposed zoning complies with the purpose and nature of the Zoning Ordinance;
3. The proposed zoning will not negatively impact the property values nor use and enjoyment of the adjacent and/or nearby properties;
4. The suitability of the property for the proposed use.

The Comprehensive Plan speaks little about redevelopment in existing neighborhoods, rather focusing the bulk of its recommendations on the new development areas. However, this project will support several of the community goals reflected in the Plan, including the following:

- Encourage the maintenance and improvement of the existing housing and commercial building stock
 - Redevelopment of this deteriorated 2-unit with a new 2-unit structure will help fulfill this goal
- Provide an environment that offers better housing opportunities for all types of households.
 - New construction will provide a safer and more modern housing opportunity for those looking to acquire a new construction home
- Increase the amount of retail...with a focus on retaining economic vitality in the City's downtown area.
 - This project supports that goal by providing for residents within a walkable distance from downtown. These residents will support more businesses in that area, and provide a stronger economic base for the First Street corridor and general downtown area.

The purpose and nature of the Zoning Ordinance, Chapter 165.02, paragraph 3, states:

“...to encourage efficient urban development patterns, to lessen congestion in the streets; to secure safety from fire, flood, panic, and other dangers; to promote health and the general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to promote the conservation of energy resources; to promote reasonable access to solar energy; and to facilitate the adequate provision of transportation, water, sewage, schools, parks, and other public requirements.”

This project provides for an efficient urban development pattern, providing higher density housing nearer the downtown, where infrastructure and facilities are already provided. This proposal does not overcrowd the land, or overconcentrate population. Transportation, water, sewage, schools, parks and other facilities are already provided to service this property. The redevelopment of this site will not result in an increased demand for City services, but in fact will help support existing services by increasing the overall tax base.

The impact upon the values or enjoyment of surrounding properties is minimal. The property is used as a 2-unit today, and it is anticipated that 2 new single-family townhomes will only add to the value of this property as well as the surrounding properties.

Lastly, the existing property is suitable for the proposed use, as it is a larger lot that can easily fit 2 new ranch-style units, while still meeting setbacks, minimum lot size, and all other zoning requirements.

Recommendation: The Planning and Zoning Commission reviewed this proposal at their September 28 meeting, and recommended approval by a vote of 4-0. The proposal complies with the Comprehensive Plan and the Zoning Ordinance, and will not negatively surrounding properties. Approval is recommended.

If there are no major objections to the proposal, the Council may wish to consider waiving 2nd and/or 3rd reading as the developers would like to proceed with the construction of this project before winter.

Public Notice

The City Council of the City of Monticello will hold a Public Hearing on a petition by Four H Properties to rezone the property known as 202 N. Sycamore Street, from R-1 Single Family Residential, to R-2 Two Family Residential. The purpose is to demolish the existing structure and construct two new ranch-style attached single family homes. The property is legally described as:

Lots 358 and 359 of Railroad Addition in the City of Monticello, Jones County, Iowa.

The Hearing shall be held at the City Council meeting of Monday, October 24, 2022, at 6:00 pm, in the City Council Chambers of the Monticello Renaissance Center, 220 E. First Street in Monticello.

A written protest to the amendment may be presented at the meeting and if so, the proposed change shall not become law unless passed by three-fourths vote of all members of the Council if the protest is signed by owners of 20 percent or more of the area of lots within 200 feet of the exterior boundaries of the property for which the change is proposed.

The Council may also impose reasonable restrictions if such are presented in writing at the hearing before the Council.

ORDINANCE NO.

An ordinance amending the Monticello Code of Ordinances, by amending Chapter 165
“ZONING REGULATIONS” and amending the Official Zoning Map

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

SECTION 1. The property located at the corner of North Sycamore Street and East Second Street, currently known as 202 North Sycamore Street, and legally described as: Lots 358 and 359 of Railroad Addition in the City of Monticello, Jones County, Iowa, is hereby rezoned from R-1 (Single-Family Residential) to R-2 (Two-Family Dwelling).

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

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

Passed and approved by the City Council in session this 24th day of October 2022.

David Goedken, Mayor

ATTEST:

Sally Hinrichsen, City Clerk/Treasurer

I certify that the foregoing document was published as Ordinance No. _____ on the ____ of _____, 2022.

Sally Hinrichsen, City Clerk/Treasurer

Rezoning Application
City of Monticello, Iowa

A. Your submittal shall include the following:

A letter to Planning & Zoning on why the property should be rezoned.

Application Fee of \$150

A location map sized 8 X 11 showing the proposed site location and adjacent existing land uses and/or zoning

1100 sq ft
 If there currently a building on the premises, the total square footage of the building

None Existing right-of-ways, easements, etc. All easements must have the book and page number of existing easements, and they shall be labeled on the location map.

Submitted By -

Name: Four - H Properties

Address: 701 3rd St SW

Phone #: (319) 422-7377

Date: 9-15-22

Received By: W. J. J. J.

Date: 9.15.22

TO PLANNING & ZONING

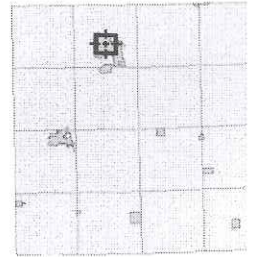
WE, FOUR-H PROPERTIES,
PLANS TO TEAR DOWN THE
EXISTING STRUCTURE AT
202 NORTH SYCAMORE AND
REPLACE IT WITH A NEW
DUPLEX THEREFORE REQUIRING
A ZONING CHANGE FROM
R-1 TO R-2

THANK YOU,

Joy Hink



Overview



Legend

- Parcels**
- Parcels
- Structures on Lease
- Land
- Cartography
- Major Roads

Parcel ID	0222354004	Alternate ID	017300	Owner Address	FOUR H PROPERTIES
Sec/Twp/Rng	n/a	Class	R		933 DEER RUN DR
Property Address	202 N SYCAMORE ST	Acreeage	n/a		MONTICELLO, IA 52310
	MONTICELLO				
District	MONCO				
Brief Tax Description	R.R. ADD LOTS 358 & 359				
	(Note: Not to be used on legal documents)				

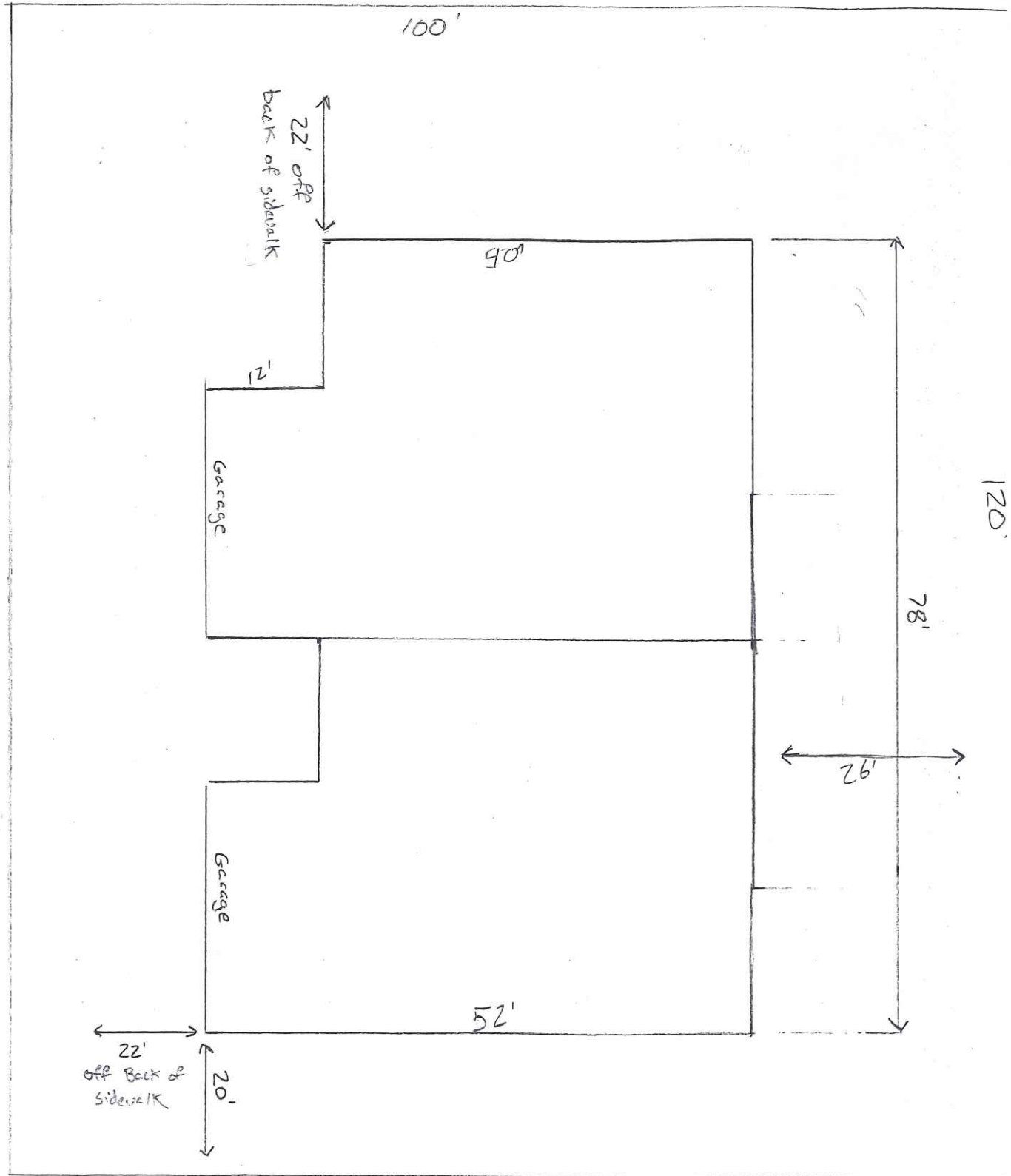
THIS MAP DOES NOT REPRESENT A SURVEY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA DELINEATED HEREIN, EITHER EXPRESSED OR IMPLIED BY JONES COUNTY OR ITS EMPLOYEES. THIS MAP IS COMPILED FROM OFFICIAL RECORDS, INCLUDING PLATS, SURVEYS, RECORDED DEEDS, AND CONTRACTS, AND ONLY CONTAINS INFORMATION REQUIRED FOR LOCAL GOVERNMENT PURPOSES. SEE THE RECORDED DOCUMENTS FOR MORE DETAILED LEGAL INFORMATION.

Date created: 9/13/2022
 Last Data Uploaded: 9/12/2022 5:26:58 PM

Developed by **Schneider**
 GEOSPATIAL

North Sycamore Street

2nd Street



Alley

City Council Meeting
Prep. Date: 10/12/2022
Preparer: Russell Farnum



Agenda Item: # 3
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: Accepting Dedication of portions of John Drive and Valley Drive in NorthRidge Estates Third Addition

Type of Action Requested: Resolution

Attachments & Enclosures:

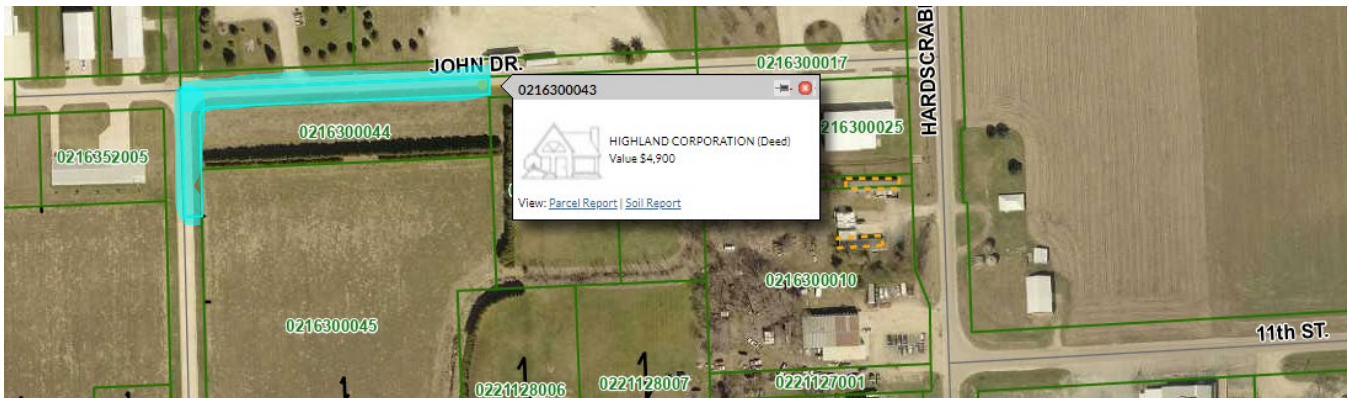
Plat of NorthRidge Estates Third Addition

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: A portion of John Drive and Valley Drive were labelled as Lot A on the plat of NorthRidge Estates Third Addition. A plat note said “Lot A will be dedicated as public right of way”. Typically, the City accepts that dedication when the street construction and other improvements are completed. This work has been done. After recent construction of the McMatt storage units, the area was also inspected for damage that may have occurred as part of the construction. There was no damage to the roadway or other improvements.

The subject right-of-way is highlighted below:



Recommendation: The road, curb, and other public improvements are in good shape and the City should accept the dedication.

The City of Monticello, Iowa

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

RESOLUTION # _____

Accepting Dedication of portion of John Drive and public improvements located within the right-of-way thereof same being identified as Lot A in Northridge Estates Third Addition, City of Monticello, Jones County, Iowa

WHEREAS, The City of Monticello, Iowa is an incorporated City within Jones County, Iowa; and

WHEREAS, Highland Corporation previously saw to the Plat of Northridge Estates Third Addition, City of Monticello, Iowa, the Council approved said Plat, and said final plat was recorded on September 10, 2021 as Jones County Recorder Document # 2021-3249, and

WHEREAS, The Final Plat of Northridge Estates Third Addition includes Lot A, a parcel created to describe the Right-of-Way of John Drive, a City street located within the City limits, same being titled in Highland Corporation, and

WHEREAS, The Council finds that the street and other infrastructure improvements including water main, hydrants, valves, sanitary main, and storm sewer improvements have been utilized by the public for many years and maintained by the City, and

WHEREAS, The Council finds that the owners of the property have executed a formal Dedication of said parcel, a copy of same being appended hereto, and

WHEREAS, The Council finds, based upon the above and foregoing, that the proposed dedication of those public improvements should be accepted, said public improvements to be maintained and preserved by the City of Monticello for the use, enjoyment, and benefit of the citizens of Monticello.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby accept the dedication of the property identified as Lot A within the Final Plat of Northridge Estates Third Addition, City of Monticello, Jones County, Iowa as described within the body of this Resolution. The Clerk is directed to record this Resolution and attached Dedication.

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 24th day of October, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

Preparer Info.: Doug Herman, Lynch Dallas, P.C., P.O. Box 2457, 526 Second Avenue SE, Cedar Rapids, IA 52406; 319.365.9101
Return to: City of Monticello, Iowa, 200 E. 1st Street, Monticello, IA 52310; 319.465.3577

Right-of-Way Dedication

State of Iowa)
)§
County of Jones)

Know all men by these presents, that Highland Corporation, an Iowa Corporation, "Grantor", for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby dedicate unto the said CITY OF MONTICELLO, IOWA ("Grantee"), its successors and assigns, as Public Right of Way, the following described property which is granted, bargained, sold and released for the use of the Public forever.

All of the property underneath, above, and containing streets, roads, drives, and other infrastructure including but not necessarily limited to water mains, sanitary sewer mains, storm sewers, fire hydrants, and related valves, located within the following described parcel:

Lot A in Northridge Estate Third Addition, City of Monticello, Jones County, Iowa

The above parcel being set forth and described within the Final Plat, Northridge Estates Third Addition, City of Monticello, Jones County, Iowa dated June 22, 2021 and filed of record on September 10, 2021 as Jones County Recorder Document # 2021-3249 (and in Plat Book R, Page 76).

Subscribed and sworn to this 14th day of October, 2022

Highland Corporation

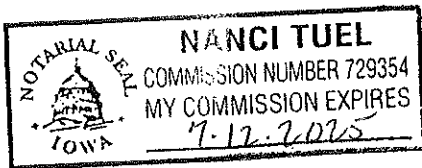
Joseph N. Oswald
Joseph N. Oswald

State of Iowa)
)S
County of Jones)

On this 14th day of October, 2022, before the undersigned, Notary Public in and for the State of Iowa, personally appeared Joseph N. Oswald, known to me to be the identical person named herein, who swore and affirmed that he executed the above and foregoing document in his capacity as secretary of Highland Corporation, with the authority of the Corporation, as an expression of his voluntary act and deed and the voluntary act and deed of the Corporation.

Nanci Tuel

Notary Public, State of Iowa



RECORDER'S INDEX

LOCATION: LOT 11 IN INDUSTRIAL PARK THIRD ADDITION,
CITY OF MONTICELLO, JONES COUNTY, IOWA,
EXCEPT THE NORTH 145 FEET AND PARCEL 97-31
IN THE CITY OF MONTICELLO, JONES COUNTY,
IOWA, AS ILLUSTRATED ON A PLAT OF SURVEY
FILED ON APRIL 25, 1997 IN PLAT BOOK M, PAGE 71

REQUESTOR: HIGHLAND CORPORATION c/o JOSEPH N. OSWALD
PROPRIETOR: HIGHLAND CORPORATION
SURVEYOR: DAVID P. SCHNEIDER
SURVEYOR COMPANY: SCHNEIDER LAND SURVEYING
AND PLANNING, INC.
RETURN TO: DAVID P. SCHNEIDER
P.O. BOX 128 FARLEY, IOWA
Ph#563-744-3631 daves@yousq.net

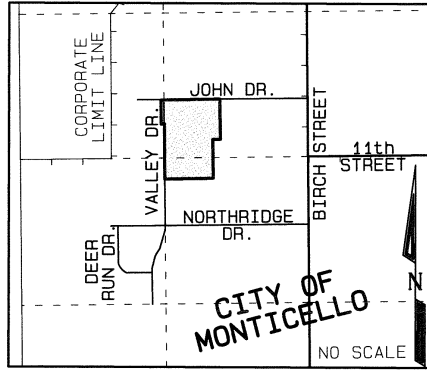
Instrument #: 2021-3249 **B: R P:** 76
09/10/2021 03:23:54 PM **Total Pages:** 8
ZPSD SUBDIVISION PLATS
Recording Fee: \$42.00 **Transfer Tax:** \$0
Sheri L. Jones, Recorder, Jones County Iowa



FINAL PLAT
NORTHRIDGE ESTATES THIRD ADDITION,
CITY OF MONTICELLO, JONES COUNTY, IOWA

LOT 11 IN INDUSTRIAL PARK THIRD ADDITION, CITY OF MONTICELLO,
JONES COUNTY, IOWA, EXCEPT THE NORTH 145 FEET AND PARCEL 97-31
IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA, AS ILLUSTRATED ON A
PLAT OF SURVEY FILED ON APRIL 25, 1997 IN PLAT BOOK M, PAGE 71

VICINITY MAP



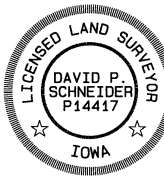
DEVELOPER:
HIGHLAND CORPORATION
c/o JOSEPH OSWALD
935 DEER RUN DRIVE
MONTICELLO, IOWA OR
JEFF HINRICHS
Ph#319-480-5744

BOUNDARY ACCURACY NOTE:
THE UNADJUSTED ERROR OF CLOSURE
SHALL NOT BE GREATER THAN ONE
IN TEN THOUSAND FOR SUBDIVISION
BOUNDARIES AND SHALL NOT BE
GREATER THAN ONE IN FIVE THOUSAND
FOR AN INDIVIDUAL LOT.

**SURVEY DESCRIPTION - NORTHRIDGE ESTATES THIRD
ADDITION, CITY OF MONTICELLO, JONES COUNTY, IOWA:**

LOT 11, IN INDUSTRIAL PARK THIRD ADDITION, CITY OF MONTICELLO, JONES COUNTY, IOWA, EXCEPT THE NORTH 145 FEET AND PARCEL 97-31 IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA, AS ILLUSTRATED ON A PLAT OF SURVEY FILED ON APRIL 25, 1997 IN PLAT BOOK M, PAGE 71, ALL IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 11; THENCE N00°59'49"W, 186.95 FEET ALONG THE WEST LINE OF SAID LOT 11; THENCE N00°15'59"W, 156.92 FEET ALONG SAID WEST LINE TO THE SOUTHWEST CORNER OF SAID PARCEL 97-31; THENCE N00°14'34"W, 145.05 FEET ALONG THE WEST LINE OF SAID LOT 11 TO THE NORTHWEST CORNER OF SAID LOT 11; THENCE S88°49'17"W, 30.00 FEET TO THE CENTERLINE OF VALLEY DRIVE; THENCE N00°15'14"W, 213.16 FEET ALONG SAID CENTERLINE OF VALLEY DRIVE TO THE NORTHWEST CORNER OF SAID PARCEL 97-31; THENCE N88°45'13"E, 523.11 FEET TO THE NORTHEAST CORNER OF SAID PARCEL 97-31; THENCE S01°01'31"E, 359.00 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL 97-31; THENCE S88°41'31"W, 67.79 FEET ALONG THE SOUTH LINE OF SAID PARCEL 97-31 TO THE EAST LINE OF SAID LOT 11; THENCE S01°01'55"E, 343.92 FEET ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT 11; THENCE S88°49'52"W, 67.82 FEET ALONG THE SOUTH LINE OF SAID LOT 11 TO THE NORTHEAST CORNER OF OUTLOT B IN NORTHRIDGE ESTATE FIRST ADDITION TO THE CITY OF MONTICELLO, JONES COUNTY, IOWA; THENCE S88°53'17"W, 364.56 FEET ALONG THE NORTH LINE OF SAID OUTLOT B TO THE POINT OF BEGINNING, CONTAINING 7.636 ACRES, WHICH INCLUDES 0.489 ACRES OF EXISTING PUBLIC ROAD RIGHT OF WAY.

TOTAL AREA
7.636 ACRES TOTAL
0.489 ACRES ROAD
7.147 ACRES NET



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

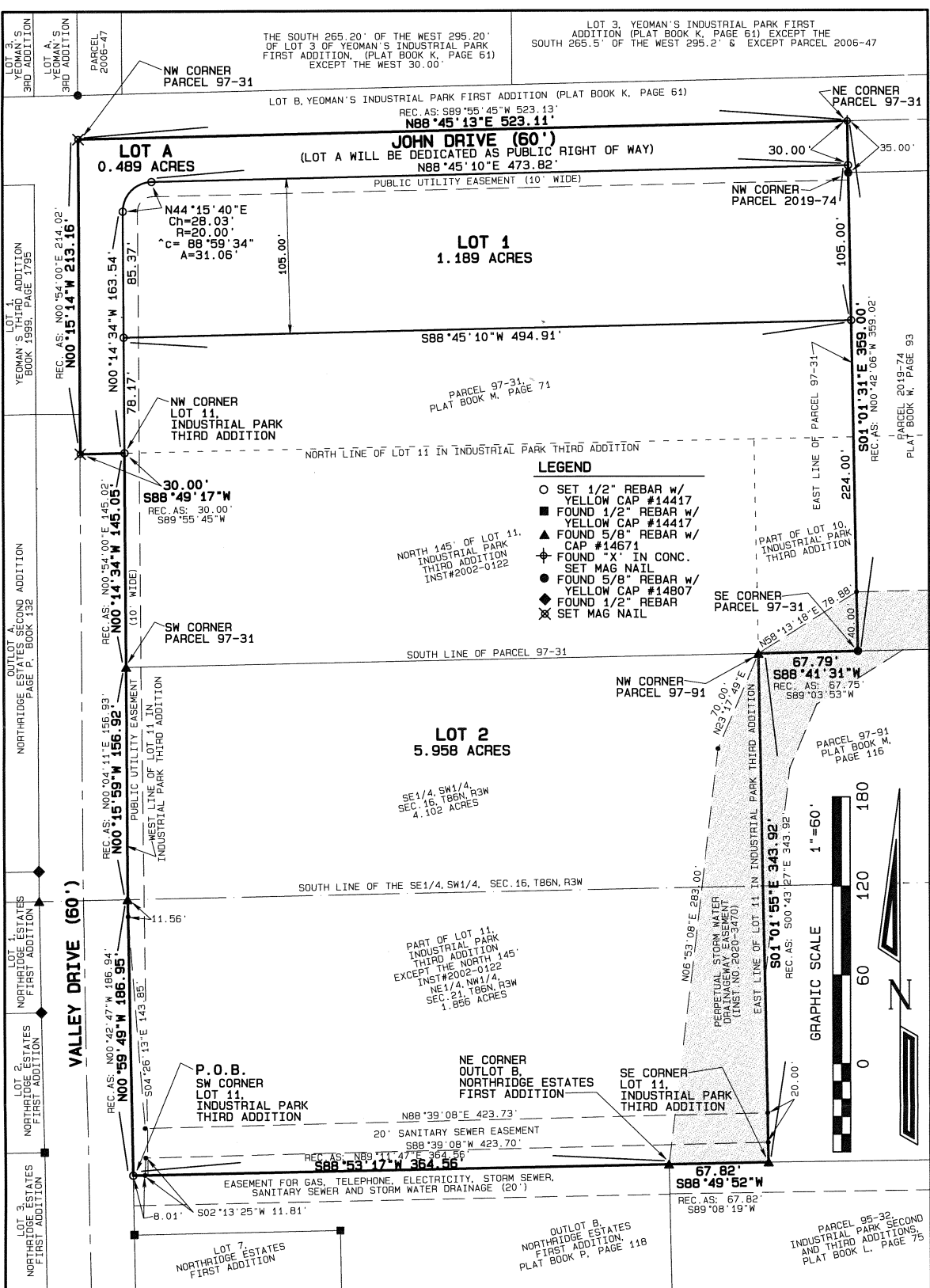
David P. Schneider 8/23/2021
David P. Schneider P.L.S. P14417 Date:
My license renewal date is December 31, 2021.

SCHNEIDER
Land Surveying
&
Planning, Inc.
P.O. Box 128
Farley, Iowa 52046
Ph# 563-744-3631
daves@yousq.net

PLAT OF SURVEY:
SEE SHEET 2

Project: 2563
Survey Date: 6/22/2021
Sheet: 1 of 5

Pages or sheets covered by this seal: SHEETS 1 & 2



TOTAL AREA
7.636 ACRES TOTAL
0.489 ACRES ROAD
7.147 ACRES NET
SURVEY DESCRIPTION:
SEE SHEET 1

FINAL PLAT
NORTHBRIDGE ESTATES THIRD ADDITION,
CITY OF MONTICELLO, JONES COUNTY, IOWA
 LOT 11 IN INDUSTRIAL PARK THIRD ADDITION, CITY OF MONTICELLO, JONES COUNTY, IOWA, EXCEPT THE NORTH 145 FEET AND PARCEL 97-31 IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA, AS ILLUSTRATED ON A PLAT OF SURVEY FILED ON APRIL 25, 1997 IN PLAT BOOK M, PAGE 71

SCHNEIDER
 Land Surveying
 &
 Planning, Inc.
 P.O. Box 128
 Farley, Iowa 52046
 Ph# 563-744-3631
 daves@yousq.net

Project: 2563
 Survey Date: 6/22/2021
 Sheet: 2 of 5

City Council Meeting
Prep. Date: 09/27/2022
Preparer: Russell Farnum



Agenda Item: # 4
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: Contract with IEDA, Main Street Iowa, Monticello Main Street, and the City of Monticello

Type of Action Requested: Resolution

Attachments & Enclosures:

Contract

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

Synopsis: The Iowa Economic Development Agency and Main Street Iowa have selected Monticello Main Street for participation in the Main Street Program. The accompanying agreement solidifies the participation in this program, and re-affirms the City’s commitment and participation in supporting Monticello Main Street. We are waiting on one clarification from the State of Iowa, which is explained below.

Analysis: As noted above, this agreement re-affirms the City’s commitment to Monticello Main Street and its participation in the Main Street Program. There is nothing in this agreement that binds the City beyond prior commitments, either financially or for services and support.

The City’s obligations are set forth in Section 2, Paragraphs 1 through 4. Of these, the most onerous obligation is Paragraph 4, which states:

Pass a Resolution to demonstrate the City’s support of the Local Main Street Program and revitalization of the downtown/designated Main Street district as an important element of the City's economic development strategy. In the resolution, the City must commit to providing funding for the Local Main Street Program, appoint a City official to represent the City on the Local Main Street Program governing board, and commit to continuing to follow the Main Street Approach® as developed by the Main Street America and espoused by the MSI Program for local Main Street district revitalization efforts.

In fact, the city already did this on April 18th, in Resolution #2022-57.

This Agreement is pretty much boiler plate language and form from the State. However, the State Auditor and Iowa Code requires that any multi-year funding agreement has to include language that is dependent upon the City annual appropriation for that funding. That language is not found in the boiler

plate agreement, and we are waiting to hear back from Main Street and IEDA on the inclusion of that language in this draft agreement. Otherwise, there are no issues with this Agreement as the City has already committed to the performance required therein.

Recommendation: Approval, with the insertion of the State required appropriation language, is recommended.

The City of Monticello, Iowa

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

RESOLUTION

Authorizing the Mayor to sign Monticello Main Street and City continued support and participation in the Main Street Program Agreement

WHEREAS, Main Street Iowa has been created to assist communities to develop a public-private effort to revitalize their historic commercial "Main Street" districts, and

WHEREAS, the Iowa Economic Development Authority will be selected two Iowa cities to participate in the Main Street Iowa program, which Monticello was one of the two cities, and

WHEREAS, the Council previously approved the submission of an application to be accepted into the Main Street Program and to financially support the program on June 17, 2019 by Resolution 19-84, and

WHEREAS, the Council has previously approved to pledge support to the Local Main Street Program governing board for a period of three years in the amount of \$20,000 cash and \$5,000 In-kind per year, to be paid from the Hotel/Motel Tax fund and/or the General Fund in amounts to be determined at a later date, and

WHEREAS, the Council authorizes the Mayor to execute the Main Street Monticello Agreement, on behalf of the City Council, to demonstrate the City's support of the Local Main Street Program and revitalization of the downtown/designated Main Street district as an important element of the City's economic development strategy. Further committing to continuing to follow the Main Street Approach as developed by the Main Street America and espouse by the MSI Program for local Main Street district revitalization efforts.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Monticello does hereby agree to pledge the sum of \$20,000 cash and \$5,000 In-kind per year to the Main Street Monticello program for three years, authorize the Mayor to sign the agreement to participate in the Main Street Iowa program on behalf of the City Council.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 24th day of October 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

MAIN STREET IOWA PROGRAM AGREEMENT

THIS MAIN STREET IOWA PROGRAM AGREEMENT (“Agreement”) is entered into and executed by the Iowa Economic Development Authority (the “IEDA”), the City of Monticello (the “City”), and Monticello Main Street (the “Local Main Street Program”) (Individually “Party” and Jointly, the “Parties”).

WHEREAS, the IEDA administers the Main Street Iowa Program (the “MSI Program”); and

WHEREAS, the City was selected to participate in the MSI Program in 2022 and entered into a Program Agreement with the IEDA pursuant to which the City and the Local Main Street Program established a partnership with IEDA; and

WHEREAS, the City and the Local Main Street Program desire to participate in the MSI Program; and

WHEREAS, the IEDA desires to begin the relationship established with the City and the Local Main Street Program;

NOW THEREFORE, in consideration of the foregoing and mutual covenants and agreements contained herein, the Parties agree as follows:

SECTION I. The Local Main Street Program agrees to:

1. Main Street Revitalization Focus:
 - a. Maintain the Local Main Street Program’s focus on the revitalization of the designated Main Street district utilizing the Main Street Approach®. This focus should be reflected in the programs annual plan of action, goals and objectives, vision, and mission statement.
 - b. Promote the revitalization of the Main Street district through advocacy of tools and resources that support district investment, for example: development incentives, ordinances and policy that promote the revitalization of the district, design guidelines or standards that promote the protection of the traditional character of the district, district development planning, etc.
2. Main Street Paid Executive Director:
 - a. Employ a paid part-time Executive Director for the Local Main Street Program who will be responsible for the day-to-day administration of the Local Main Street Program in the City. Full-time employment is defined as 40 hours per week dedicated to the Local Main Street Program. Part time employment is 25 hours per week dedicated to the Local Main Street Program. The Local Main Street Program and the City will work to the best of their ability to provide professional support, competitive compensation, and benefits for the Executive Director position.
 - b. In the event this position is vacated during the time of this agreement, the Local Main Street Program shall fill this position in a reasonable time and provide a written timeline to fill this position to the IEDA’s Main Street Iowa State Coordinator (“the Coordinator”).
 - c. If the Executive Director for the Local Main Street Program also serves as the director, executive director, chief executive officer, president, or other leadership role for another organization or program (e.g., chamber, tourism, community/county economic development, City, etc.) the Executive Director shall dedicate at least twenty-five hours per week to their duties as Executive Director of the Local Main Street Program.
 - d. Develop and maintain an accurate position description for the Executive Director, a copy of which shall be provided to the Coordinator, which includes the rate of compensation and describes the professional activities for which the Executive Director is responsible.
 - e. Maintain worker's compensation insurance for the Executive Director and staff.

3. Designated Main Street District: Submit to the Coordinator a current map of the approved designated Main Street district contemporaneously with execution of this Agreement.
4. Main Street Program Office: Maintain an office within the designated boundaries of the local Main Street district.
5. Main Street Economic Impact Reporting:
 - a. Submit economic impact reports to the Coordinator on or before established due date documenting the progress of the Local Main Street Program's activities.
 - b. If the Local Main Street Program is 30 or more days late submitting any economic impact report, Main Street Iowa design services, business support services, eligibility for grant applications, and targeted technical assistance visits available through Main Street Iowa may be suspended until the Local Main Street Program has submitted all required reports.
6. National Main Street Accreditation:
 - a. Maintain Main Street America National Accreditation.
 - b. Maintain a "Main Street America Member Community" membership with Main Street America.
 - c. Use the words "Main Street" when referring to and marketing the Local Main Street Program, either as an official part of the organization's name or as a tagline such as "A Main Street Iowa Program". As a designated Main Street Iowa community, the Local Main Street Program shall include the Main Street America and Main Street Iowa logos on all communication materials.
7. Training Requirements:
 - a. Participate, as required by the IEDA, in training sessions as scheduled throughout the year. To remain in compliance and to be eligible for Main Street America National Accreditation, the Local Main Street Program shall be represented at both days, in their entirety, of the three (3) annual training sessions that have been designated as mandatory on the MSI Program calendar.
 - b. Any newly hired Executive Director will be required to participate in Main Street Orientation as soon after the hire date as feasible. Registration and all related travel expenses for training will be paid by the Local Main Street Program.
8. Demonstrated Support:
 - a. Obtain from the City's governing body a Resolution of Support of the Local Main Street Program. This resolution must describe sources and amounts of funding for the program, a commitment to appoint a City official to represent the City on the Local Main Street Program governing board of directors, and that the City will continue to follow the Main Street Approach® as developed by Main Street America and espoused by Main Street Iowa for Main Street district revitalization.
 - b. Obtain a Resolution of Support from the Local Main Street Program governing board in which the board commits to continuing Main Street district revitalization following the Main Street Approach® as developed by the Main Street America and espoused by the MSI Program.
9. Compliance:
 - a. Not assign this agreement to another organization without obtaining prior written approval of the IEDA.
 - b. Remain in compliance with the requirements of the MSI Program as outlined in this agreement and the administrative rules for the MSI Program, 261 IAC Chapter 39. If the

IEDA finds that the Local Main Street Program is not in compliance with the requirements of this program agreement:

- i. IEDA shall issue an "Initial Warning" describing how the Local Main Street Program is out of compliance and provide guidance on how to resolve the issues. The Local Main Street Program will have 90 days to resolve non-compliance issues. During this 90-day period, all Main Street Iowa services, with the exception of targeted technical assistance to help the Local Main Street Program mitigate non-compliant items, will be suspended. At the end of the 90-day period, the IEDA will evaluate whether The Local Main Street Program has resolved the non-compliant issues.
- ii. If the Local Main Street Program is not in compliance at the end of the 90-day Initial Warning period, the IEDA may issue a Final Warning notifying the Local Main Street Program that, if the Local Main Street Program is not in compliance within 90 days after issuance of the Final Warning, Main Street Iowa may terminate this Agreement.
- iii. The IEDA will send Notice of Termination via overnight delivery service to the Local Main Street Program, the City, and Main Street America. Termination of this Agreement will result in the loss of recognition as a participant in the MSI Program and discontinuation all services provided by IEDA.
- iv. Within 30 days after issuance of the Notice of Termination, the Local Main Street Program shall cease using the trademarked brand "Main Street" and/or "Main Street Program" in its name or as part of its organization's identity.
- v. The City may reapply for Main Street Iowa designation.

10. Main Street Re-Designation:

- a. Continued participation in the MSI Program after the term of this Agreement shall be contingent upon re-designation as a participant in the MSI Program. Submission of a request for re-designation shall be submitted at least 90 days prior to the end of the term of this Agreement.
- b. The IEDA will provide information and guidance regarding re-designation to the Local Main Street Program at least 6 months prior to the re-designation request submission deadline.
- c. To be re-designated as a participant in the MSI Program, at a minimum, the Local Main Street Program shall:
 - i. Document local revitalization impacts through its partnership with Main Street Iowa;
 - ii. Demonstrate the Local Main Street Program's active utilization of MSI Program services and benefits;
 - iii. Identify specific plans for future downtown/Main Street district revitalization;
 - iv. Set out future Main Street Iowa technical assistance needs; and
 - v. Demonstrate continued broad-based commitment and support of the Local Main Street Program and its revitalization efforts.

SECTION II. The CITY agrees to:

1. Main Street Revitalization Support:

- a. Support and partner with the Local Main Street Program's focus on the revitalization of the designated Main Street district utilizing the Main Street Approach®.
- b. Support the revitalization of the Main Street district by utilizing tools and resources that support Main Street district investment, for example: development incentives, ordinances and policy that promote the revitalization of the district, design guidelines or standards that promote the protection of the traditional character of the district, district development planning, etc.

2. Main Street Financial Support: Invest financially into the operation of the Local Main Street Program.
3. National Main Street Accreditation: Support the Local Main Street Program in compliance with this Agreement and with the completion of the annual Main Street America Accreditation and the re-designation process described above.
4. Demonstrated Support: Pass a Resolution to demonstrate the City's support of the Local Main Street Program and revitalization of the downtown/designated Main Street district as an important element of the City's economic development strategy. In the resolution, the City must commit to providing funding for the Local Main Street Program, appoint a City official to represent the City on the Local Main Street Program governing board, and commit to continuing to follow the Main Street Approach® as developed by the Main Street America and espoused by the MSI Program for local Main Street district revitalization efforts.

SECTION III. The IEDA agrees to:

1. National Main Street Accreditation: Administer the Main Street America Accreditation process in Iowa on behalf of Main Street America and recognize Local Main Street Programs and Cities who successfully meet the Main Street America Accreditation Standards.
2. Main Street Technical Assistance:
 - a. Maintain a team of downtown revitalization specialists, including a Main Street Iowa State Coordinator, to manage communication between the Local Main Street Program, City, the Main Street Iowa Program, and state government agencies.
 - b. Provide, as requested and as can be scheduled, on-site technical assistance to the Local Main Street Program and City by one or more downtown revitalization specialists. Technical assistance may include design, economic vitality, promotion, organization, committee training, board planning retreat facilitation, and action planning.
 - c. Conduct an on-site partnership visit at least once every two years.
 - d. Provide continuing advice and information to the Local Main Street Program and City.
3. Main Street Training:
 - a. Coordinate at least three (3) statewide training sessions annually for Local Main Street Programs and Cities. The nature of training to be provided at each session shall be based on the combined needs of all Iowa Main Street Communities.
 - b. Conduct at least three MSI Program orientations for all new Executive Directors and Local Main Street Program board members and volunteers. The Orientation will introduce the Executive Director and Local Main Street Program volunteers and board members to the Main Street Program and to their immediate responsibilities.
 - c. Offer optional regional training sessions.
 - d. Statewide training sessions, orientations, and optional regional training sessions may be virtual, as determined by IEDA.
4. Main Street Network: Include the Local Main Street Program and City in the Main Street Iowa network.
5. Main Street Designation: Create and implement a re-designation process to be completed by all Local Main Street Programs every five (5) years.

SECTION IV. The PARTIES hereto otherwise agree as follows:

- 1. The term of this Agreement shall be for a period of seventeen (17) months beginning August 1, 2022 and ending December 31, 2023.
- 2. This Agreement may be amended by a written agreement to amend the Agreement signed by all three Parties, provided that the IEDA may unilaterally amend this Agreement to comply with legislative, administrative, and policy changes by the federal or state government.
- 3. Should any governmental unit enact, promulgate, or adopt laws, regulations, rules, or policies which alter or in any way affect the MSI Program, the City and the Local Main Street Program shall not hold IEDA liable in any manner for the resulting changes.
- 4. This Agreement shall be binding upon and shall inure to the benefit of the Parties and their successors.
- 5. No Party shall discriminate against any employee or applicant for employment because of race, color, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin.
- 6. Any Party may terminate this Agreement without cause after 30 days written notice to the other two parties.
- 7. This Agreement supersedes any previous agreements or negotiations, whether oral or written.
- 8. Nothing contained in this Agreement shall create any employer-employee relationship between or among any of the Parties.

IN WITNESS WHEREOF, the parties have executed this agreement.

BY: _____
 Mayor *Signature* Date

 Mayor *Printed Name* Monticello, IA
 City

BY: _____
 Board President *Signature* Date

 Board President *Printed Name* Monticello Main Street
 Local Main Street Program

BY: _____
 Deborah V. Durham, Director Date
 Iowa Economic Development Authority

The City of Monticello, Iowa

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

RESOLUTION # 2022-57

Authorizing participation in the Main Street Iowa program, acknowledging City understanding that it will be expected to participate in the development of the program and to financially support the program, and that a City official will be appointed to represent the City on the local Main Street governing board of directors

Whereas, Main Street Iowa has been created to assist communities to develop a public-private effort to revitalize their historic commercial "Main Street" districts, and

Whereas, the Iowa Economic Development Authority will be selecting up to two Iowa cities to participate in the Main Street Iowa program, and

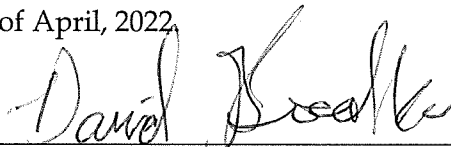
Whereas, the Council finds that participation in the program would be in the best interests of the Community with the downtown district being an important and vital component of the community, and

Whereas, the Council endorses the goal of economic revitalization of the Main Street district within the context of the historic preservation and rehabilitation of its historic buildings and supports the Main Street Approach® as developed by Main Street America, and

Whereas, the Council supports the finalization and submission of the Main Street Application and agrees and acknowledges that the City will participate in the development and financial support of the local Main Street program, in an amount not to exceed \$40,000 for the next three fiscal years.

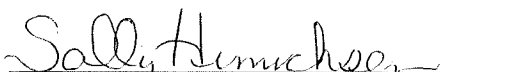
NOW THEREFORE BE IT RESOLVED that the City Council of the City of Monticello does hereby agree to and authorize the submission of an application to participate in the Main Street Iowa program, acknowledges its understanding that the City will be expected to participate in the development of the program and to financially support the program, and that a City official will be appointed to represent the City on the local Main Street governing board of directors.

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 18th Day of April, 2022.



Dave Goedken, Mayor

Attest:


Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 10/10/2022
Preparer: Britt Smith



Agenda Item: # 5
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: Resolution to approve the hiring and setting of wage for a full-time paramedic.

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: Approval of the Hiring of a Full-Time Paramedic for the Monticello Ambulance Service and establishing the wage.

Background Information: Due to the departure of Ryan Sutcliffe, the Monticello Ambulance Service opened the application process for a full-time paramedic. There were 3 applications received during the 2-week period. The decision to hire existing part-time paramedic Coletta Matson to full-time was made. Matson has been a part-time paramedic with the service since January of 2022. Matson's rate of pay is established by the collective bargaining agreement at \$23.40 until the completion of 1 full year of employment.

Staff Recommendation: I recommend that the Council approve the hiring of Matson as a full-time paramedic with the Monticello Ambulance Service and to authorize the starting rate of pay.

The City of Monticello, Iowa

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

RESOLUTION #

To approve the hiring of a Monticello
Ambulance Full-Time Paramedic and setting wage

WHEREAS, a Monticello Full-Time Ambulance Paramedic position has been open since the resignation of Paramedic Ryan Sutcliffe, and

WHEREAS, After advertising the opening and taking applications, the Ambulance Director, Lead Paramedic and City Administrator interviewed candidates for the position, and

WHEREAS, Ambulance Director Britt Smith recommends promoting existing part-time paramedic to full-time paramedic, and

WHEREAS, The City Council has negotiated the wages in the collective bargaining agreement, and

WHEREAS, The City Administrator recommends filling the Monticello Ambulance Full-time Paramedic position, and

WHEREAS, The Council finds it appropriate to follow the recommendation of the Police Chief and the City Administrator, therefore, approve promoting the part-time paramedic to full-time and wage, as approved by collective bargaining.

NOW, THEREFORE, The Council hereby authorizes the hiring a full-time Monticello Paramedic at the rate of \$23.40 per hour, until the completion of one full year of employment.

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 24th day of October 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer



October 18, 2022

Mr. Russ Farnum, City Administrator
City of Monticello, Iowa
200 East 1st Street
Monticello, IA 52310

RE: Pay Request #6
EAST 7TH STREET UTILITY IMPROVEMENTS
S & A Project # - 121.0022.08
Contractor: Pirc-Tobin Construction, Inc.

Dear Council:

Enclosed for your review and approval is Pay Request #6 from Pirc-Tobin Construction, Inc. for the project referenced above. We have reviewed the pay request and find it in agreement with the work completed to date. This pay request includes a partial payment on the project retainage. The amount of retainage being withheld is approximately twice the value of the project seeding due to lack of growth in select areas and 10% of the manhole costs due to grouting issues. We recommend approval of Pay Request #6 in the amount of **\$25,556.05** for this project to Pirc-Tobin Construction, Inc.

Final payment and release of remaining retainage will be made at a future Council meeting. If you have any questions or comments regarding this project, please feel free to contact me at 319-362-9394.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'A.J. Barry', is placed above the typed name.

A.J. Barry, P.E.
Civil Engineer

Enclosure: Pay Request #6

cc: Ryan Harter, Pirc-Tobin Construction, Inc.

The City of Monticello, Iowa

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

RESOLUTION

Approving partial payment of retainage to Pirc-Tobin Construction related to the 2021 East 7th Street Utility Improvements Project in the amount of \$25,556.05

WHEREAS, The City of Monticello, Iowa is an incorporated City within Jones County, Iowa; and

WHEREAS, Pirc-Tobin Construction contracted with the City to perform specified improvements associated with 2021 East 7th Street Utility Improvements Project, and

WHEREAS, Pirc-Tobin Construction has been paid for their work with the exception of the partial retainage that has been held by the City since approval and payment of the 6th pay request, said partial retainage in the amount of \$10,111.24, and

WHEREAS, The retainage had been held pending the receipt of a lien waivers, and other paperwork was filed with Snyder & Associates, and

WHEREAS, The Council finds that the retainage should be paid at this time.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve payment of retainage to Pirc-Tobin Construction. in the amount of \$25,556.05 related to the 2021 East 7th Street Utility Improvements project.

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 24th day of October, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

APPLICATION FOR PARTIAL PAYMENT NO. 6

PROJECT: East 7th Street Utility Improvements

S&A PROJECT NO.: 121.0022.08

OWNER: City of Monticello
CONTRACTOR: Pirc-Tobin Construction, Inc.
ADDRESS: 2660 Old Quaas Rd
Alburnett, IA 52202
DATE: 10/18/2022

PAYMENT PERIOD: 5/31/2022
to

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 302,698.70
Net Change by Change Order: \$ 179,484.50
Contract Amount to Date: \$ 482,183.20

CONTRACT PERIOD: TOTAL WORKING DAYS

Completion Date: May 31, 2022

Days between Start Date
and Completion Date: 89

2. WORK SUMMARY:

Total Work Performed to Date: \$ 505,561.75
Retainage: 2% \$10,111.24
Total Earned Less Retainage: \$ 495,450.51
Less Previous Applications for Payment: \$ 469,894.46
AMOUNT DUE THIS APPLICATION: \$25,556.05

Added by Change Order: 0

Total Time: 89

Time Used to Date: 89

Time Remaining: 0

Percentage of Time Used: 100%

Percentage of Work Performed 100%

3. CONTRACTOR'S CERTIFICATION:

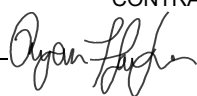
The undersigned CONTRACTOR certifies that:

(1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and

(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Pirc-Tobin Construction, Inc.

CONTRACTOR


By  DATE: 10/18/22

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.

ENGINEER

By  DATE: 10/18/2022
A.J. Barry, P.E.

5. OWNER'S APPROVAL

City of Monticello

OWNER

By Dave Goedken, Mayo DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	GRUBBING	27	UNIT	\$ 35.00	\$ 952.00	43.50		\$ 1,522.50
2.	TOPSOIL, ON-SITE	55	CY	\$ 12.50	\$ 687.50	55		\$ 687.50
3.	TOPSOIL, OFF-SITE	55	CY	\$ 32.00	\$ 1,760.00	55		\$ 1,760.00
4.	SUBGRADE PREPARATION	127	SY	\$ 1.00	\$ 127.00	0		\$ -
5.	SUBGRADE TREATMENT, TYPE 4, GEOGRID	127	SY	\$ 11.00	\$ 1,397.00	190.2		\$ 2,092.20
6.	SUBBASE, MODIFIED, 12"	127	SY	\$ 14.50	\$ 1,841.50	140		\$ 2,030.00
7.	REMOVAL OF KNOWN PIPE AND CONDUIT, WATER, 4"	45	LF	\$ 6.90	\$ 310.50	56		\$ 386.40
8.	FILLING AND PLUGGING OF KNOWN PIPE CILVERTS, PIPES, CONDUITS, WATER MAIN, 4"	413	LF	\$ 3.00	\$ 1,239.00	0		\$ -
9.	COMPACTION TESTING	1	LS	\$ 1,330.20	\$ 1,330.20	1		\$ 1,330.20
10.	TRENCH FOUNDATION	30	TON	\$ 40.00	\$ 1,200.00	7.17		\$ 286.80
11.	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	66	CY	\$ 20.00	\$ 1,320.00	55.40		\$ 1,108.00
12.	TRENCH COMPACTION TESTING	1	LS	\$ 1,330.20	\$ 1,330.20	1.00		\$ 1,330.20
13.	LIME BACKFILL	140	CY	\$ 23.00	\$ 3,220.00	218.5		\$ 5,025.50
14.	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 8"	112	LF	\$ 125.00	\$ 14,000.00	112		\$ 14,000.00
15.	REMOVAL OF SANITARY SEWER, PVC, 8"	64	LF	\$ 6.90	\$ 441.60	114		\$ 786.60
16.	STORM SEWER, TRENCHED, RCP, 12"	65	LF	\$ 78.50	\$ 5,102.50	65		\$ 5,102.50
17.	REMOVAL OF STORM SEWER, VCP, 12"	65	LF	\$ 8.40	\$ 546.00	65		\$ 546.00
18.	PRE-REHABILITATION CLEANING AND INSPECTION, 8"	312	LF	\$ 5.60	\$ 1,747.20	312		\$ 1,747.20
19.	REMOVE PROTRUDING SERVICE CONNECTIONS	6	EA	\$ 168.00	\$ 1,008.00	0		\$ -
20.	CIPP MAIN LINING	312	LF	\$ 57.00	\$ 17,784.00	312		\$ 17,784.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	440	LF	\$ 58.00	\$ 25,520.00	440		\$ 25,520.00
22.	WATER MAIN, TRENCHED, DIP, 8" (W/ NITRILE GASKETS)	0	LF	\$ 75.00	\$ -	0		\$ -
23.	FITTING, ALL FITTINGS, WATER MAIN	908	LB	\$ 13.00	\$ 11,804.00	495		\$ 6,435.00
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE)	56	LF	\$ 200.00	\$ 11,200.00	127		\$ 25,400.00
25.	WATER SERVICE CORPORATION, 1" (FIELD VERIFY SIZE)	7	EA	\$ 473.00	\$ 3,311.00	7		\$ 3,311.00
26.	WATER SERVICE CURB STOP AND BOX, 6"	4	EA	\$ 551.00	\$ 2,204.00	5		\$ 2,755.00
27.	VALVE, GATE, 8"	3	EA	\$ 1,900.00	\$ 5,700.00	4		\$ 7,600.00
28.	FIRE HYDRANT ASSEMBLY	1	EA	\$ 5,800.00	\$ 5,800.00	1		\$ 5,800.00
29.	FLUSHING DEVICE (BLOWOFF), 2"	2	EA	\$ 2,000.00	\$ 4,000.00	2		\$ 4,000.00
30.	FIRE HYDRANT ASSEMBLY REMOVAL	1	EA	\$ 897.00	\$ 897.00	1		\$ 897.00
31.	MANHOLE, SW-301, 48"	4	EA	\$ 6,850.00	\$ 27,400.00	4		\$ 27,400.00
32.	INTAKE, SW-501	2	EA	\$ 3,500.00	\$ 7,000.00	2		\$ 7,000.00
33.	REMOVE MANHOLE	4	EA	\$ 863.00	\$ 3,452.00	4		\$ 3,452.00
34.	REMOVE INTAKE	2	EA	\$ 666.00	\$ 1,332.00	2		\$ 1,332.00
35.	MANHOLE LINING WITH HAND PLACED CEMENTITIOUS MORTAR LINER, 1/2" THICKNESS	30	VF	\$ 450.00	\$ 13,500.00	0		\$ -
36.	CURB AND GUTTER, MATCH EXISTING WIDTH	244	LF	\$ 28.00	\$ 6,832.00	270		\$ 7,560.00
37.	REMOVAL OF SIDEWALK	104	SY	\$ 15.00	\$ 1,560.00	104		\$ 1,560.00
38.	REMOVAL OF DRIVEWAY	18	SY	\$ 13.00	\$ 234.00	20		\$ 260.00
39.	SIDEWALK, PCC, 4"	58	SY	\$ 99.50	\$ 5,771.00	67.82		\$ 6,748.09
40.	SIDEWALK, PCC, 6"	71	SY	\$ 133.00	\$ 9,443.00	73.0		\$ 9,709.00
41.	DETECTABLE WARNING, CAST IRON	80	SF	\$ 50.50	\$ 4,040.00	80		\$ 4,040.00
42.	DRIVEWAY, PAVED, PCC, 5"	18	SY	\$ 78.00	\$ 1,404.00	20		\$ 1,560.00
43.	DRIVEWAY, GRANULAR	16	SY	\$ 15.50	\$ 248.00	28		\$ 434.00
44.	FULL DEPTH PATCHES	283	SY	\$ 150.00	\$ 42,450.00	375.44		\$ 56,316.00
45.	SUBBASE OVER-EXCAVATION	18	TON	\$ 46.50	\$ 837.00	19.84		\$ 922.56
46.	CURB AND GUTTER REMOVAL	244	LF	\$ 3.00	\$ 732.00	270		\$ 810.00
47.	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	5	STA	\$ 500.00	\$ 2,400.00	5		\$ 2,500.00
48.	PAINTED PAVEMENT MARKINGS, DURABLE	4	STA	\$ 770.00	\$ 2,695.00	4		\$ 3,080.00
49.	PAVEMENT MARKINGS REMOVED	1	STA	\$ 475.00	\$ 617.50	1		\$ 475.00
50.	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 8,750.00	\$ 8,750.00	1.00		\$ 8,750.00
51.	REMOVAL AND SALVAGE OF SIGN	6	EA	\$ 84.00	\$ 504.00	6		\$ 504.00
52.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 1)	0.20	AC	\$ 8,400.00	\$ 1,680.00	0.20		\$ 1,680.00
53.	FILTER SOCK, 8"	385	LF	\$ 3.10	\$ 1,193.50	385		\$ 1,193.50
54.	FILTER SOCKS, REMOVAL	385	LF	\$ 0.10	\$ 38.50	385		\$ 38.50
55.	MOBILIZATION	1	LS	\$ 25,000.00	\$ 25,000.00	1.00		\$ 25,000.00
56.	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 350.00	\$ 350.00	1		\$ 350.00

57.	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 200.00	\$ 200.00	1		\$ 200.00
58.	CONCRETE WASHOUT	1	LS	\$ 515.00	\$ 515.00	1		\$ 515.00
59.	WATER MAIN WITH CASING PIPE, TRENCHED, PVC AWWA C900 (DR-18), 8"	20	LF	\$ 237.00	\$ 4,740.00	0		\$ -
					TOTAL ORIGINAL CONTRACT = \$ 302,698.70	\$ 312,633.25		
CHANGE ORDER SUMMARY:								
Change Order No. 1								
8.	FILLING AND PLUGGING OF KNOWN PIPE CILVERTS, PIPES, CONDUITS, WATER MAIN, 4"	-413	LF	\$ 3.00	\$ (1,239.00)	0	1	\$ -
14.	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 8"	55	LF	\$ 125.00	\$ 6,875.00	20	1	\$ 2,500.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	20	LF	\$ 58.00	\$ 1,160.00	20	1	\$ 1,160.00
23.	FITTING, ALL FITTINGS, WATER MAIN	-414	LB	\$ 13.00	\$ (5,382.00)	0	1	\$ -
31.	MANHOLE, SW-301, 48"	4	EA	\$ 6,850.00	\$ 27,400.00	4	1	\$ 27,400.00
33.	REMOVE MANHOLE	4	EA	\$ 863.00	\$ 3,452.00	4	1	\$ 3,452.00
35.	MANHOLE LINING WITH HAND PLACED CEMENTITIOUS MORTAR LINER, 1/2" THICKNESS	-30	VF	\$ 450.00	\$ (13,500.00)	0	1	\$ -
44.	FULL DEPTH PATCHES	17	SY	\$ 150.00	\$ 2,550.00	17	1	\$ 2,550.00
59.	WATER MAIN WITH CASING PIPE, TRENCHED, PVC AWWA C900 (DR-18), 8"	-20	LF	\$ 237.00	\$ (4,740.00)	0	1	\$ -
Change Order No. 2								
3.	TOPSOIL, OFF-SITE	20	CY	\$ 32.00	\$ 640.00	20	2	\$ 640.00
13.	LIME BACKFILL	45	CY	\$ 23.00	\$ 1,035.00	8	2	\$ 184.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	189	LF	\$ 117.50	\$ 22,207.50	189	2	\$ 22,207.50
23.	FITTING, ALL FITTINGS, WATER MAIN	198	LB	\$ 18.00	\$ 3,564.00	198	2	\$ 3,564.00
27.	VALVE, GATE, 8"	1	EA	\$ 2,000.00	\$ 2,000.00	0	2	\$ -
29.	FLUSHING DEVICE (BLOWOFF), 2"	1	EA	\$ 2,000.00	\$ 2,000.00	1	2	\$ 2,000.00
37.	REMOVAL OF SIDEWALK	5	SY	\$ 15.00	\$ 75.00	5	2	\$ 75.00
38.	REMOVAL OF DRIVEWAY	15	SY	\$ 13.00	\$ 195.00	15	2	\$ 195.00
44.	FULL DEPTH PATCHES	63	SY	\$ 150.00	\$ 9,450.00	63	2	\$ 9,450.00
52.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 1)	0.04	AC	\$ 8,400.00	\$ 336.00	0.00	2	\$ -
60.	TEMPORARY TRAFFIC CONTROL - OAK STREET	1	LS	\$ 3,500.00	\$ 3,500.00	1.0	2	\$ 3,500.00
61.	FLAGGERS PER EACH	2	DAY	\$ 540.00	\$ 1,080.00	0.00	2	\$ -
63.	MOBILIZATION - OAK STREET	1	LS	\$ 7,850.00	\$ 7,850.00	1.00	2	\$ 7,850.00
Change Order No. 3								
3.	TOPSOIL, OFF-SITE	42	CY	\$ 32.00	\$ 1,344.00	42.00	3	\$ 1,344.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	473	LF	\$ 85.00	\$ 40,205.00	473.00	3	\$ 40,205.00
23.	FITTING, ALL FITTINGS, WATER MAIN	46	LB	\$ 18.00	\$ 828.00	82.00	3	\$ 1,476.00
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE)	10	LF	\$ 200.00	\$ 2,000.00	16.00	3	\$ 3,200.00
25.	WATER SERVICE CORPORATION, 1" (FIELD VERIFY SIZE)	2	EA	\$ 473.00	\$ 946.00	2.00	3	\$ 946.00
26.	WATER SERVICE CURB STOP AND BOX, 6"	1	EA	\$ 551.00	\$ 551.00	0.00	3	\$ -
29.	FLUSHING DEVICE (BLOWOFF), 2"	1	EA	\$ 2,000.00	\$ 2,000.00	0.00	3	\$ -
37.	REMOVAL OF SIDEWALK	20	SY	\$ 15.00	\$ 300.00	20.00	3	\$ 300.00
38.	REMOVAL OF DRIVEWAY	56	SY	\$ 13.00	\$ 728.00	0.00	3	\$ -
39.	SIDEWALK, PCC, 4"	20	SY	\$ 100.00	\$ 2,000.00	20.00	3	\$ 2,000.00
42.	DRIVEWAY, PAVED, PCC, 5"	56	SY	\$ 85.00	\$ 4,760.00	0.00	3	\$ -
43.	DRIVEWAY, GRANULAR	60	SY	\$ 15.50	\$ 930.00	60.00	3	\$ 930.00
44.	FULL DEPTH PATCHES	11	SY	\$ 150.00	\$ 1,650.00	0.00	3	\$ -
52.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 1)	0.08	AC	\$ 8,400.00	\$ 672.00	0.00	3	\$ -
63.	MOBILIZATION - OAK STREET	1	LS	\$ 2,150.00	\$ 2,150.00	1.00	3	\$ 2,150.00
64.	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 10"	20	LF	\$ 185.00	\$ 3,700.00	20.00	3	\$ 3,700.00
65.	SALVAGE AND REINSTALL EXISTING STORM, 12"	100	LF	\$ 40.00	\$ 4,000.00	24.00	3	\$ 960.00
66.	TAPPING VALVE ASSEMBLY	1	EA	\$ 5,000.00	\$ 5,000.00	1.00	3	\$ 5,000.00
Change Order No. 4								
7.	REMOVAL OF KNOWN PIPE AND CONDUIT, WATER, 4" - 100 W 7TH STREET	30	LF	\$ 50.00	\$ 1,500.00	35.00	4	\$ 1,750.00
13.	LIME BACKFILL - 100 W 7TH STREET	18	CY	\$ 23.00	\$ 414.00	0.00	4	\$ -
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8" - 100 W 7TH STREET	100	LF	\$ 117.50	\$ 11,750.00	100.00	4	\$ 11,750.00
23.	FITTING, ALL FITTINGS, WATER MAIN - 100 W 7TH STREET	46	LB	\$ 18.00	\$ 828.00	50.00	4	\$ 900.00
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE) - 100 W 7TH STREET	75	LF	\$ 200.00	\$ 15,000.00	75.00	4	\$ 15,000.00
38.	REMOVAL OF DRIVEWAY - 100 W 7TH STREET	27	SY	\$ 15.00	\$ 405.00	33.00	4	\$ 495.00
42.	DRIVEWAY, PAVED, PCC, 5" - 100 W 7TH STREET	27	SY	\$ 78.00	\$ 2,106.00	33.00	4	\$ 2,574.00
Change Order No. 5								
38.	REMOVAL OF DRIVEWAY	-44	SY	\$ 13.00	\$ (572.00)	0.00	5	\$ -
42.	DRIVEWAY, PAVED, PCC, 5"	-44	SY	\$ 85.00	\$ (3,740.00)	0.00	5	\$ -
65.	SALVAGE AND REINSTALL EXISTING STORM, 12"	-100	LF	\$ 40.00	\$ (4,000.00)	0.00	5	\$ -
67.	WATER MAIN, TRENCHLESS, PVC AWWA C900 (DR-18), 8"	307	LF	\$ 3.00	\$ 921.00	307.00	5	\$ 921.00

Change Order No. 6

24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE)	106	LF	\$ 100.00	\$ 10,600.00	106.00	6	\$ 10,600.00
		TOTAL CHANGE ORDERS = \$ 179,484.50				\$ 192,928.50		
		TOTAL CONTRACT & CHANGE ORDERS \$ 482,183.20				\$ 505,561.75		

City Council Meeting
Prep. Date: 10/10/2022
Preparer: Britt Smith



Agenda Item: # 7
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: Resolution to approve the ordering of a new Police Vehicle.

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: Resolution to allow the Police Chief to order a new patrol vehicle scheduled to be purchased in July of 2023

Background Information: The Police Department will be eligible to purchase a new patrol vehicle during the 2023/24 Fiscal year. The lead time from ordering and delivery is approximately 8 months. I had spoken with Brad Freese back in July who suggested that any vehicles expected to be received by July of '23 should be ordered by November of '22 in order to receive them by July 2023. Currently the Police Department maintains a vehicle set-a-side account that with the FY '23 and FY '24 transfers would have enough to cover the cost of the purchase of the new patrol vehicle with a total of \$45,120. I contacted Brad on October 10th to obtain price and order specifics and was told he was no longer able to order a vehicle for us, however forgot to inform me. I contacted the dealership, Stiver's Ford in Waukee who holds the state bid contract who advised they have multiple units on order that would be available on or just before July 2023. The purchase price for a new vehicle is approximately \$42,358.

Staff Recommendation: I recommend that the Council consider approval to allow the Police Chief to work with Stiver's Ford and place an order for a new patrol vehicle.

The City of Monticello, Iowa

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

RESOLUTION

Authorizing the Police Department order a police vehicle

WHEREAS, The Monticello Police Department has a rotation to replace vehicle in the Department, and

WHEREAS, The Monticello Police Department is looking to purchase a new patrol vehicle during 2023/2024 Fiscal Year. The lead time from ordering and delivery is approximately 8 months. Police Chief Britt Smith contacted Stiver's Ford in Waukee, Iowa, who holds the State bid contract. They have multiple units on order that would be available on or just before July 2023, with a purchase price for a new vehicle is approximately \$42,358, and

WHEREAS, The City maintains an Equipment Set-a-Side, that the Council approves to transfer funds each year for the purchase of a new police vehicle. With the Fiscal Year 2023 transfer and the proposed Fiscal Year 2024 transfer, there would be enough to purchase the vehicle from the set-a-side funds, and

NOW THEREFORE, BE IT RESOLVED that the Council has reviewed the proposed vehicle request and does hereby approve of the Police Chief to work with Stiver's Ford and place an order for a new patrol vehicle, to be purchased and paid for after July 1, 2023.

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 24th day of October, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: October 18, 2022
Preparer: Nick Kahler



Agenda Item: 8
Agenda Date: October 24, 2022

Communication Page

Agenda Items Description: Lights at the Park & Ride

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The park and ride is dark.

Background Information: I have talked with Jared at REM Electric as directed at the last council meeting. To get light heads, meter socket, materials needed to wire in the lights and socket, and labor will be \$5000 - \$5500. That would be on top of the \$1025.34 that Alliant needs to set a pole and run the wire.

Staff Recommendation:

City Council Meeting
Prep. Date: 9/14/2022
Preparer: Britt Smith



Agenda Item: # 9
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: Ordinance for the addition of No Parking along the East Side of North Linden Street from the intersection of West Burroughs St. to West Washington St.

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:
 Budget Summary:
 Expenditure:
 Revenue:

Synopsis: To amend Chapter 69.08 No Parking Zones:

add South Linden Street on the East Side from Burroughs Street to Washington Street

Background Information:

As discussed at the prior meeting, two residents, Dave Lumpa and Linda Parker, along South Linden have expressed a desire to implement No Parking along South Linden Street for the reasoning that it is difficult for vehicles to pass between two vehicles parked adjacent to one another. I had previously presented the Council with measurements of the streets in the immediate area and advised that South Linden is the narrowest street, at 24' in width, to not have any parking restrictions.

NORTH/SOUTH STREETS

South Walnut St.	36.5'
No Parking Both Sides First St. to Grand St. (BUSES)	
No Parking on East Side from Grand St. to South St. (BUSES)	
South Chestnut St. (First St. to Buckeye St.)	29.4'
No Restrictions	
South Chestnut St. (Buckeye St. to South St)	32.3
No Restrictions	
South Chestnut St. (South St. to Dead End)	31'
No Restrictions	
Linden St. (Washington St. to Burroughs St.)	24'
No Restrictions	

EAST/WEST STREETS

West Grand St. (Cedar St. to Walnut St.) No Parking on South Side from Bank Parking to Walnut St.	23.8'
West Washington St. (Cedar St. to Chestnut St.) No Restrictions	29.9'
West Washington St. (Chestnut St. to Walnut St.) No Parking on South Side	23'
West Varvel St. (Cedar St. to Walnut St.) No Restrictions	25.6'
Buckeye St. (Cedar St. to Walnut St.) No Restrictions	23.5'
Jackson St. (Chestnut St. to Walnut St.) No Restrictions	34.5'
South St. (Cedar St. to Walnut St.) No Restrictions except for School Zone	38'

The concerned residents pointed out that many years ago signage was present that limited the parking to one side of the street. Those signs would have been installed without Council or Code approval, and have also been removed at some point prior to our knowledge.

Initially, it was suggested to limit parking along the East side of South Linden. The three-block stretch of South Linden along the East Side of the street has 7 driveways and a fire hydrant, while the West Side of the street has only 5 driveways. The East Side of the Street has approximately 655' of viable parking space, while the West Side has 710' of viable parking space. It was my recommendation to limit parking along the East Side of the Street.

Since this discussion, I received a call from Linda Parker who advised that she believes the parking should be limited on the West Side because the residents along the East Side use the on-street parking more often. I informed Linda that parking needs change over time and what is convenient now, may not be convenient later in time.

Viewing this from none other than available parking, we should consider continuing to limit parking on the East side of the Street.

Staff Recommendation: I recommend that the Council consider approval of the Ordinances to Chapter 69 of the City of Monticello Code of Ordinances.

ORDINANCE NO.

An Ordinance Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Subsections to Chapter 69, Parking Regulations, Section 08 No Parking Zones on portions of South Linden Street

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

Section 1: NEW SUBSECTION. The Code of Ordinances of the City of Monticello, Iowa, is amended by adding the new Subsections 29, 30, 31 and 32, which are hereby adopted to read as follows:

- 38. South Linden Street on the East Side from Burroughs Street to Washington Street.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the _____ day of _____, 2022, and approved this _____ day of _____, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance # _____ on the _____ day of _____, 2022.

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 10/11/2022
Preparer: Sally Hinrichsen



Agenda Item: #10-20
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: Reports/Work Session

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:

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

Work Sessions:

- 19. **Work Session** – Sixth Street ditch

- 20. **Work Session** - City Hall /Council Chambers security and safety

City Council Meeting
Prep. Date: 10/17/2022
Preparer: Russell Farnum



Agenda Item: # 19
Agenda Date: 10/24/2022

Communication Page

Agenda Items Description: 6th Street Ditch Worksession

Type of Action Requested: Discussion and Direction

Attachments & Enclosures:

2014 Preliminary Engineering Study

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

Synopsis:

The stream commonly known as the 6th Street Ditch has been an ongoing concern of property owners impacted by this important drainage feature. The stream is located primarily upon private property.

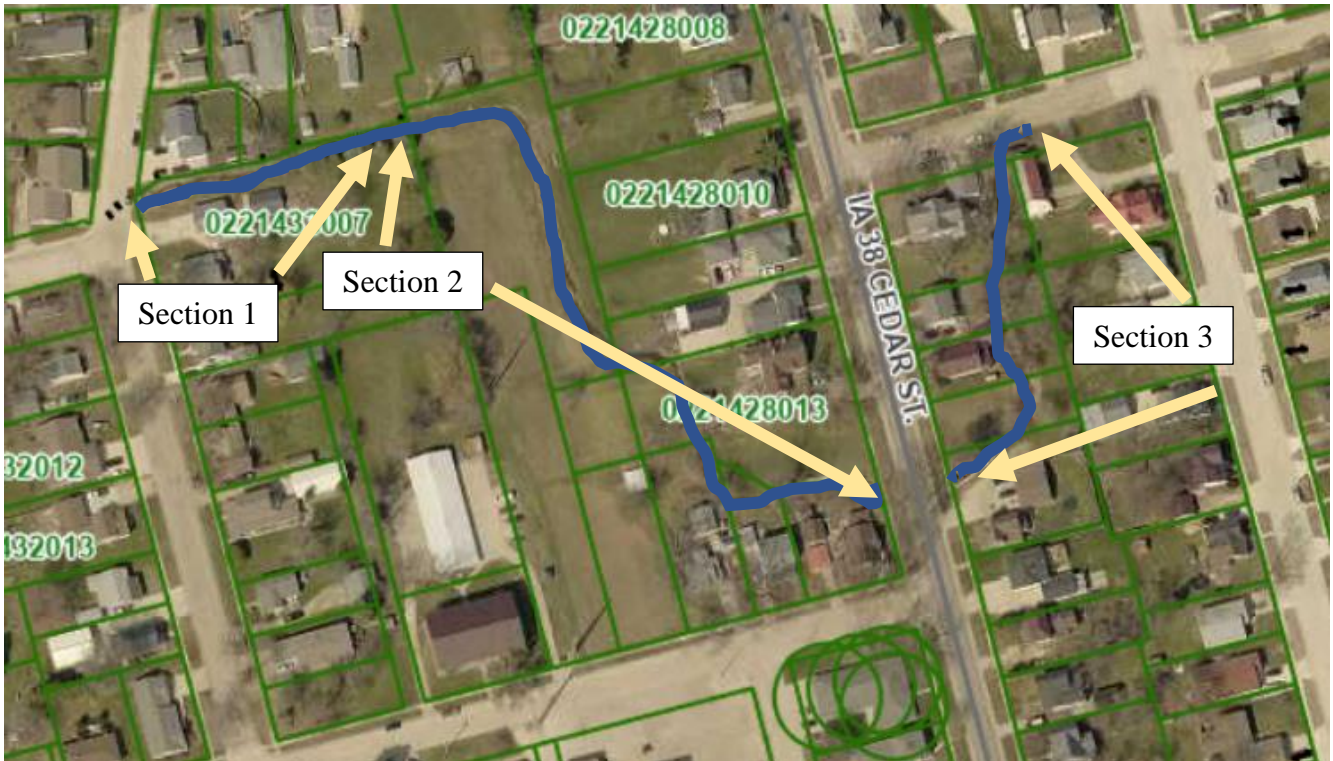
Discussions over prior decades have occurred, culminating in some partial solutions that have been talked about, designed, and in some cases implemented. At no point has a comprehensive solution been implemented. Council has maintained a desire to resolve ongoing complaints and concerns regarding this issue.

This worksession is necessary to get direction from Council on how to proceed with some projects that are important steps toward an overall solution.

Analysis:

In 2006, the City Council directed Snyder and Associates to study the 6th Street Ditch issue. In 2014, the study was updated with a comprehensive Preliminary Engineering Study (this study is attached). In June of 2017, preliminary engineering plans were completed covering the area from Chestnut Street (near Scott Chally's property) to the box culvert on 6th Street east of Cedar Street (near Bud Coyle's property). This included the blue line shown on the map below.

After review, the Council opted to scale back the project to delete most of the area between Chestnut Street and Cedar Street. This area (labelled as Section 2 on the map) has not been a maintenance issue. When this section overtops the banks, the flooding impacts only open areas and doesn't threaten any buildings in the area. A map of the vicinity is shown below.



The cost estimate for the scaled back project (only Sections 1 and 3) was \$730,000, not including federal permitting requirements. The USDA did approve a loan for the City in this amount, but the City was hoping for grant funding. Further, the USDA loan includes a 40-year term, which was not attractive for this project. It is probably better to include this project with another 10-year capital bond for another street improvement project. This is a key decision point issue for the Council.

As 5 years have passed since the preliminary engineering was completed, conditions have changed in the waterway. Costs have increased by 15 to 20% simply accounting for inflation. The bank erosion and streambank have changed, and additional structural issues have occurred. In addition, changes to the Clean Water Act have now classified this waterway as a “Waterway of the United States”, which requires Corps of Engineers permitting, and quite possibly additional payments for compensation toward stream rehabilitation and restoration projects.

At times there has been discussion about financial participation by the benefitting property owners along this project. This financial arrangement has also been a stumbling block on moving this project forward. However, the stream is nearly entirely on private property, and the City’s obligation (or responsibility) to fund improvements is also questionable. This is also a key decision point issue for the Council.

In order to proceed as a public project, both temporary construction easements and permanent storm water easements will need to be obtained from adjacent and nearby owners. No doubt the owners’ willingness to grant those easements will be tied to how much financial participation those owners will be required to contribute to the project. Of course, the easements have value as well, although it’s clear that those easements benefit the owners in the area. One owner has recently volunteered to donate the ditch to the City, this not a feasible option as it transfers all day-to-day maintenance responsibility to the City.

All of this culminates in the following decisions that will need to be made by the Council:

1. Should the City proceed with the current plans for the 6th Street Ditch improvements as a capital project? (*note the plans will need to be updated*)
2. Should the City own the ditch, or simply obtain easements?
3. Should the City expect the easements to be granted at no cost to the City?
4. Should the City require adjacent or benefitted property owners to financially participate (beyond granting easements)?
5. Should the City require day-to-day maintenance to be performed by the adjacent owners (mowing, silt removal, obstruction removal including weeds and trees, wall maintenance, etc.), but be responsible for the larger capital improvements (culvert replacement, rip-rap or armoring replacement/repair, major reconstruction)?
6. Should the City use the current USDA financing or “roll” into a future, larger bond issue that includes other capital projects?

Lastly, Council members have mentioned holding a “Public Meeting” on this issue. Staff is looking for direction on what the Council hopes to accomplish at that meeting, as the format and discussion items at the meeting will be determined by the desired result.

Based upon Council direction on these issues, the City Engineer, Administrator, and Public Works Director can proceed with moving this project forward.

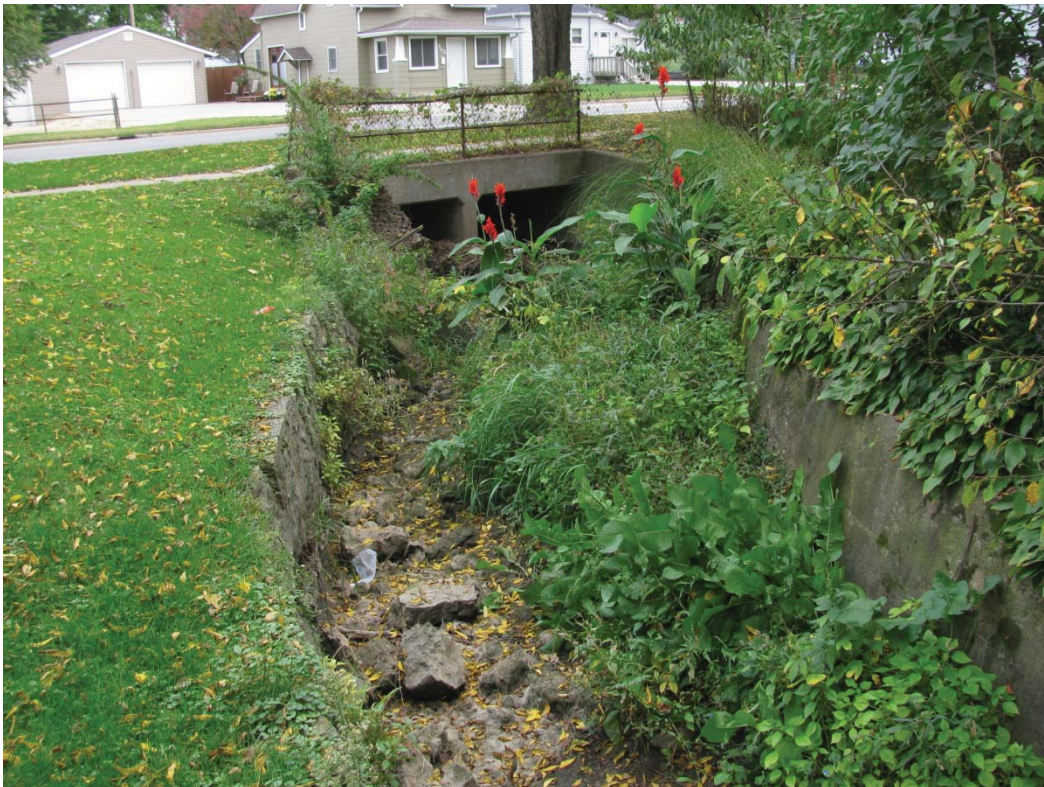
Other Council concerns or questions are also welcome.

Note: The 2014 Engineering Study is included with this packet, but the 2017 engineering plans are too large to e-mail. If any Council members would like the engineering plans, please let us know.

**6TH STREET DITCH REHABILITATION
PRELIMINARY ENGINEERING REPORT**

PROJECT NUMBER: 114.0762.08

JANUARY, 2014



Prepared by
SNYDER & ASSOCIATES, INC.
5005 Bowling Street SW, Suite A
Cedar Rapids, Iowa 52404
Phone: 319.362.9394

1. INTRODUCTION

The City of Monticello hired Snyder & Associates to complete a preliminary analysis of the 6th Street Ditch within Monticello from the east end of North Chestnut Street downstream to where the Ditch flows into a large box culvert east of Highway 38 and adjacent to the south side of East 6th Street. The preliminary analysis included a field review of the 6th Street Ditch within the study area, survey to determine the approximate capacity of the downstream box culvert, a simplistic drainage analysis of the study area, a public meeting to review the problems, concerns and potential rehabilitation methods for the ditch, review of permitting for the preliminary proposed rehabilitation improvements and completion of an engineering report with this information.

A previous Stabilization Study of the 6th Street Ditch from the western edge of Monticello downstream to the 6th Street box culvert was completed in July of 2006. This study included recommendations for improving the ditch as well as an opinion of probable costs for the improvements. Some aspects of the 2006 study overlap with this project and will be incorporated into this report.

2. EXISTING CONDITIONS

The United States Army Corps of Engineers has indicated that the “6th Street Ditch” is a water of the United States and is thereby subject to their jurisdiction and permitting requirements (which will be covered more later in this report). Due to the Corps having jurisdiction over the “6th Street Ditch” we will refer to it as a “stream” for the remainder of this report.

The stream within the project limits flows through private property with the exception of where it flows beneath Highway 38 through twin box culverts. These box culverts are on Iowa Department of Transportation, DOT property. Each culvert is approximately 7-feet wide and 3-feet to 4-feet tall. The exact height of the culverts was not able to be measured due to sediment in them. At the downstream end of the project the stream flows into a 6-foot by 8-foot box culvert (owned by the City of Monticello). There are several locations along this portion of the stream where erosion protection has been installed. These protection measures include but are not limited to, concrete walls, stacked rock walls, revetment (i.e. rip-rap), metal panels/sheeting and walls of buildings. The channel cross-section varies greatly throughout the project limits. This variability leads to a wide range of channel flow capacity (i.e. capacity to handle higher flow rates).

The east/west portion of the stream east of North Chestnut Street has a rectangular to trapezoidal shaped channel. The bottom of the channel has been eroded down approximately 1-foot. The channel bottom appears to be flat in this area with some ponded water in places. This is likely due to sediment that has settled out and been deposited in the channel downstream. There is a masonry retaining wall along the northern portion of the stream in this location. The eastern end of this wall is starting to fail. If it continues to deteriorate and fails completely it could cause damage to the adjacent driveway and/or garage to the north. Overall this portion of the channel appears to be in a relatively stable condition with the exception of the retaining wall.



Picture 1. East/West Portion of the Stream

The north/south portion of the stream between North Chestnut Street and Highway 38 has a trapezoidal shaped channel with a flat bottom and side slopes that are approximately 4 horizontal to 1 vertical. This portion of the channel appears to be the most uniform and stable portion of the stream within the project limits.

The channel capacity decreases significantly downstream of the north/south portion of the stream and to Highway 38. A portion of this section of channel is less than 5-feet wide and 3-feet tall. Portions of the channel banks in this section of the stream contain masonry and rock walls. These walls are in various states of disrepair and failure. The culverts beneath Highway 38 have a significant amount of silt in them. This silt reduces the culvert's capacity to transport runoff.



Picture 2. Downstream of the North/South Portion of the Stream and Upstream of Highway 38

Downstream of Highway 38 the channel widens out somewhat. There is a masonry retaining wall adjacent to the eastern end of the Highway 38 culverts on the south side of the stream. This wall appears to be in good condition. Downstream of this wall the channel is unstable and being eroded in places. There are two privately owned buildings adjacent to this portion of the stream that essentially form part of the channel bank. There are various types of erosion protection in this portion of the channel which include, but are not limited to, masonry walls, stacked rock walls, and metal roofing material. The stream enters a 6-foot by 8-foot concrete box culvert at the downstream end of this portion of the channel.



Picture 3. Stream between Highway 38 and East 6th Street

There is a significant head-cut (i.e. channel erosion) that appears to have started at the inlet to the box culvert at the downstream end of the project that has migrated upstream to a masonry wall downstream of Highway 38. There continues to be significant erosion of the stream banks near the box culvert and the masonry and stone wall upstream of it. There has been some erosion around the foundation of the masonry wall. If the base of the wall continues to be eroded the likelihood of it failing will continue to increase. If this wall fails it could damage 6th Street. The stacked stone wall adjacent to the concrete wall has failed in places. This wall will likely continue to fail which will eventually make the masonry wall more susceptible to erosion and more likely to fail. Figure 1 on the next page of this report highlights some of the existing conditions described within this section of the report.

3. PRELIMINARY DRAINAGE ANALYSIS

The United States Geological Service (USGS) Iowa StreamStats website was utilized to delineate (i.e. determine) the drainage basin for the stream at the large box culvert adjacent to 6th Street and east of Highway 38 in Monticello. According to the Iowa StreamStats website, this drainage basin has an area of approximately 0.61 acres. This site uses a regression analysis to estimate streamflow statistics based on a number of basin characteristics. This is a relatively simplistic method of approximating flow conditions for various runoff events. These streamflow

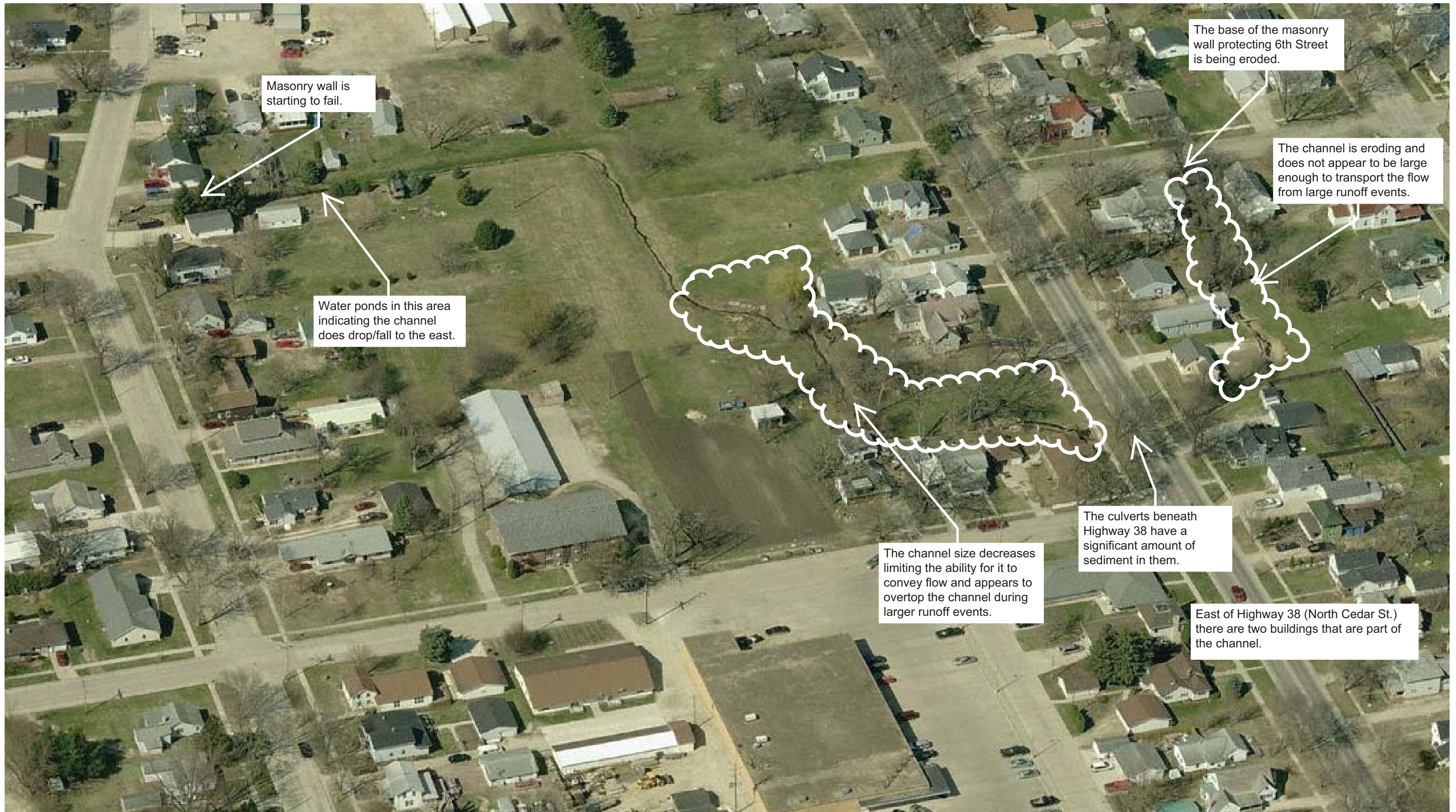


Figure 1. Existing Conditions Map

estimates should be sufficient for the planning necessary for this preliminary report. If the City chooses to proceed with the recommendations within this report a more detailed flow analysis should be completed to more accurately size the channel improvements. Below is a table with average flow information for the stream.

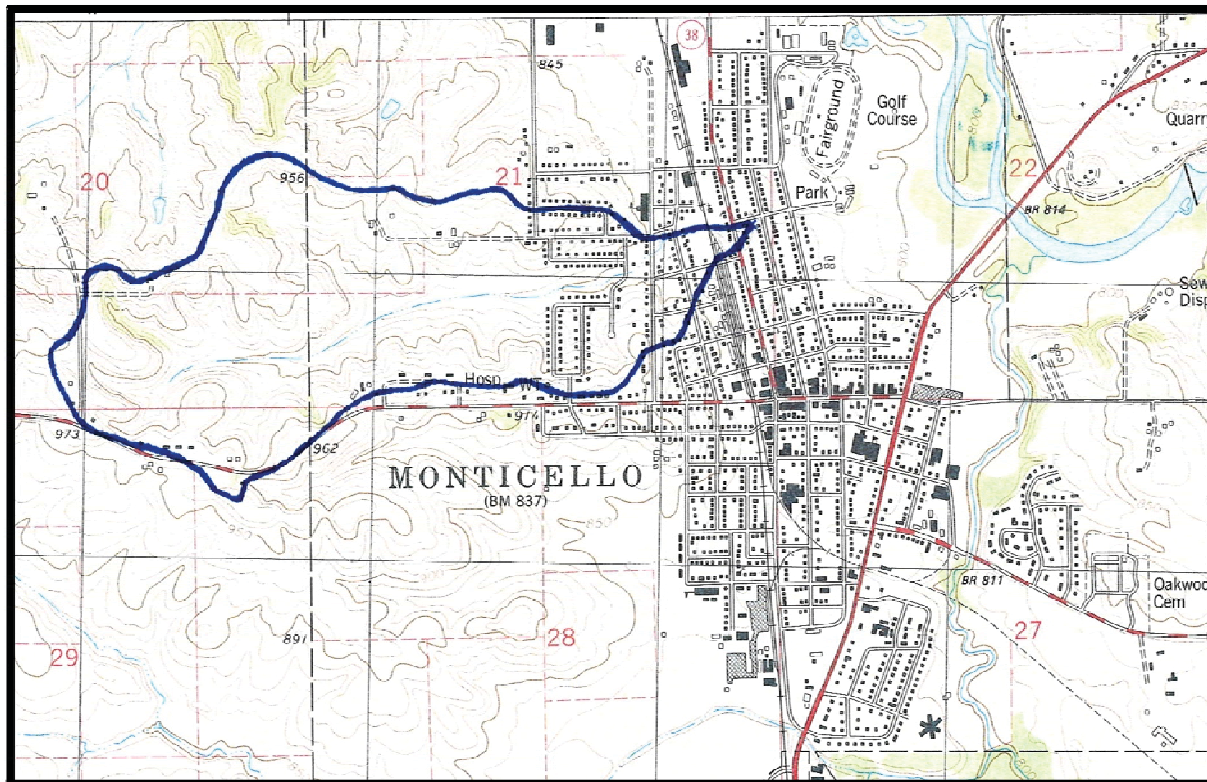


Figure 3. Stream Drainage Basin (Blue Outline)

Iowa StreamStats Table		
Peak Flow Statistics		
Runoff Event		Estimated Flow (CFS)
2 yr	50% Annual Chance	118
5 yr	20% Annual Chance	261
10 yr	10% Annual Chance	403
25 yr	4% Annual Chance	624
50 yr	2% Annual Chance	772
100 yr	1% Annual Chance	920

The existing channel varies greatly within the project limits as described in the previous section of this report. The north/south portion of the channel between North Chestnut Street and Highway 38 appears to be the most uniform and stable portion of the stream within the project limits. During our review of the existing field conditions we collected some approximate channel dimensions for this portion of the stream. Based on these measurements and an assumed slope of 1% the channel in this

portion of the stream would have an approximate capacity of 650 CFS. This portion of the channel would likely convey runoff from the 25 year event based on the estimated channel capacities and the runoff flows provided by the Stream Stats website. The channel would most

likely be overtopped by runoff from a 50 year event. If the entire channel within this portion of the stream were sized similarly there would be less than a 4% annual chance of flows overtopping the reshaped and regraded channel and causing flooding.

The channel east of North Chestnut Street is shaped similarly to the north/south portion described above. The channel east of North Chestnut Street likely has a similar or slightly lower flow capacity than the section described above. Downstream of the north/south portion of the stream the channel (where it narrows considerably) the channel capacity is likely less than 50 CFS. This reduced stream capacity likely contributes to sediment being deposited in the channel due to reduced velocities.

The culverts beneath Highway 38 likely have a capacity similar to the box culvert at the downstream end of the project. The culverts beneath Highway 38 do have a reduced capacity due to the accumulation of sediment in them. The reduced channel and culvert capacities contribute to flooding in this area. The reduced culvert capacity is likely less of a factor in flooding than the reduced channel size upstream of them.

The channel downstream of Highway 38 is unstable and continues to erode. The slope of the channel in this portion of the stream appears to be greater than upstream of Highway 38. This additional slope can increase the energy of the stormwater runoff. This additional energy is likely leading to increased erosion. The energy can be reduced and/or dissipated with modifications such as check-dams, rip-rap and certain plants.

The large box culvert east of Highway 38, beginning where the stream meets East 6th Street, is approximately 6-feet tall by 8-feet wide (see the note on Figure 1 showing the location of this culvert). The slope of the culvert is approximately 1.22%. The capacity of the culvert is approximately 870 CFS, which is slightly less than the 100-year runoff event approximated from Iowa StreamStats.

4. PUBLIC MEETING

A public meeting was held for this project on November 10th, 2014 at the Monticello Renaissance Center. Approximately 25 residents and City officials attended the meeting. A printout with the slides that were shown is attached to this report. The goals of the meeting included the following: review areas in need of rehab, obtain input and feedback, and identify preferred rehab practices.

Below is a list of some of the comments that were discussed at the public meeting.

- The box culvert adjacent to 6th Street has not overtopped.
- The box culvert was installed during the 1980's.
- During a 2014 storm event a downed tree within the channel caused additional bank erosion just upstream of the box culvert.
- One of the residents said that a private citizen installed the concrete wall adjacent to 6th Street and the box culvert.
- In the past (more than ten years ago) the City would clean the stream channel from Jacob's Park to the Fairgrounds. This comment was disputed by some at the meeting.

- The City adopted a Storm Water Drainage Utility in 1999. This Ordinance has been amended since initially being passed. The Ordinance provides for a 50/50 cost share between the City and private property owners in regard to eligible storm water projects, which would include improvements for the section of stream included in this project.
- In the late 1990's to early 2000's the City investigated improvements to this section of the stream. The City had proposed to install gabion baskets as a retaining wall and for erosion protection. The City and the property owners did not succeed in coming to an agreement on proposed improvements which were not constructed.

The majority of the recommendations in the next section of this report were discussed at the public meeting. In general the people in attendance did not object to the recommended improvements. How the improvements would be paid for was not discussed at this meeting.

5. RECOMMENDATIONS

We recommend that a higher level hydraulic analysis be completed (i.e. a more detailed analysis than what is provided by Iowa StreamStats) to allow for more accurate sizing and design of the recommended improvements that are described below. This analysis could be required by the US Army Corps of Engineers (COE) as part of the permitting requirements for the improvements. Additionally the analysis would show where the different runoff events would cause flooding. This would help in determining how to best size and reshape the channel. To complete the analysis a topographic survey of the channel within the project limits would be needed. The recommendations listed below are in order from highest to lowest priority for preventing damage to public and/or private property and reducing erosion, and they are grouped into primary and secondary categories. To complete these recommendations easements and/or right-of-way will need to be obtained. Section 6 of this report provides additional information on easements.

Primary Recommendations:

1. Complete a structural review of the masonry wall protecting 6th Street adjacent to the 6-foot by 8-foot box culvert at the downstream end of this project and repair it. The general location of this wall is noted on Figure 1. Based on the preliminary review of this wall it appears that it could be repaired. We have assumed that the repairs will include armoring the base of the wall and adjacent channel.
2. Complete a structural review of concrete wall adjacent to the north side of the stream east of North Chestnut Street. We have assumed that approximately 75-feet of the wall will need to be replaced. The anticipated construction costs for this replacement are higher than typical due to the close proximity of the adjacent driveway and garage.
3. Complete significant channel reshaping from the Highway 38 culverts upstream approximately 425-feet. The reshaped channel should have capacity to carry the 25-year or larger runoff event. Based on the results of the detailed hydraulic analysis the recommended channel size may need to be modified. The channel modifications should provide a constant slope from upstream to downstream where possible while minimizing the overall slope and the number of grade changes within the channel. Remove trees, walls and debris as necessary to reshape and regrade the channel. Install rip-rap in the channel bottom and plant mowable grasses along with the channel reshaping to provide additional erosion protection.

4. Complete moderate to significant channel reshaping from the Highway 38 culverts downstream approximately 375-feet to the box culvert adjacent to 6th Street. The reshaped channel should have capacity to carry the 25-year or larger runoff event. Based on the results of the detailed hydraulic analysis the recommended channel size may need to be modified. The channel modifications should provide a constant slope from upstream to downstream where possible while minimizing the overall slope and the number of grade changes within the channel. Remove trees and/or other debris/items as necessary to reshape and regrade the channel. Install rip-rap in the channel bottom, rock check-dams, fabric formed concrete (erosion protection, see Pictures 5, 6 & 7 below), turf reinforcement matting (TRM) and plant mowable grasses to provide additional erosion protection. Rock check dams are recommended to reduce both the velocity and the erosive forces of the storm water runoff. Picture 4 below shows a rock check dam.
5. Remove sediment from the culverts beneath Highway 38.



Picture 4. Example Picture of Rock Check Dams



Picture 5. Installation of Fabric Formed Concrete for Erosion Protection



Picture 6. Installed of Fabric Formed Concrete for Erosion Protection



Picture 7. Installed of Fabric Formed Concrete with Grass Growing Through It

Secondary Recommendations:

- Complete minor to moderate reshaping of the east/west portion of the channel east of North Chestnut Street. Install rip-rap in the channel bottom and mowable grasses along with the channel reshaping.
- Install rip-rap in the channel bottom of the north/south portion of the channel between North Chestnut Street and Highway 38 to prevent additional erosion of the channel bottom.

- Design, obtain easements and permits for and construct an overflow basin between North Chestnut Street and Highway 38 to capture a portion of the flows from larger runoff events and release it over an extended period of time. This should reduce the flows downstream from larger runoff events thereby reducing flooding and erosion risks. This basin would need to be approved and permitted by the Corps of Engineers before it could be constructed. The Corps may not approve the project.

Construction of additional box culverts starting at the existing 6-foot by 8-foot box culvert at the downstream end of this project extending westerly across Highway 38 and ending at the stream to the west, was discussed at the public meeting. The general location of this possible culvert extension is shown on Figure 2. We have reviewed the extension of the box culverts as described, and have found it NOT to be a feasible option. Therefore we do not recommend that the culvert extension receive further study or consideration. The most significant challenge with the culvert construction is that it would be considered an alteration of approximately 925 feet of stream, interfering with its natural and beneficial function. Even if the Corps were to permit such a re-design the City would, at a minimum, be required to mitigate or replace the altered stream which would be very difficult to accomplish both due to space limitations and prohibitive costs.

6. EASEMENTS

The recommended improvements for this project are all on private property with the possible exception of the repair of the masonry wall adjacent to the box culvert at the downstream end of this project. The permanent easements that are needed to accommodate the primary recommendations set out above would be in the area of the masonry wall located east of North Chestnut Street and from the 6-foot by 8-foot box culvert at the downstream end of the project (see Figure 2) and along the stream channel between East 6th Street to a point approximately 425-feet upstream of Highway 38. To complete the primary recommendations we recommend that permanent utility easements be obtained as set out below.

- 30-feet wide and 100-feet long (0.07 acres) east of North Chestnut Street along the north side of the stream.
- 60-feet wide and 450-feet long (0.62 acres) adjacent to and upstream of Highway 38.
- 45-feet wide and 375-feet long (0.39 acres) between Highway 38 and 6th Street along the stream.

These easements would likely be on the following properties:

- 540 N. Chestnut St.
- 608 N. Chestnut St.
- Parcel west of 535 N. Cedar St.
- 533 N. Cedar St.
- 529 N. Cedar St.
- 523 N. Cedar St.
- 118 W. 5th St.
- 112 W. 5th St.
- 501 N. Cedar St.
- 502 N. Cedar St.
- 516 N. Cedar St.
- 522 N. Cedar St.
- 526 N. Cedar St.
- 532 N. Cedar St.
- 515 N. Sycamore St.

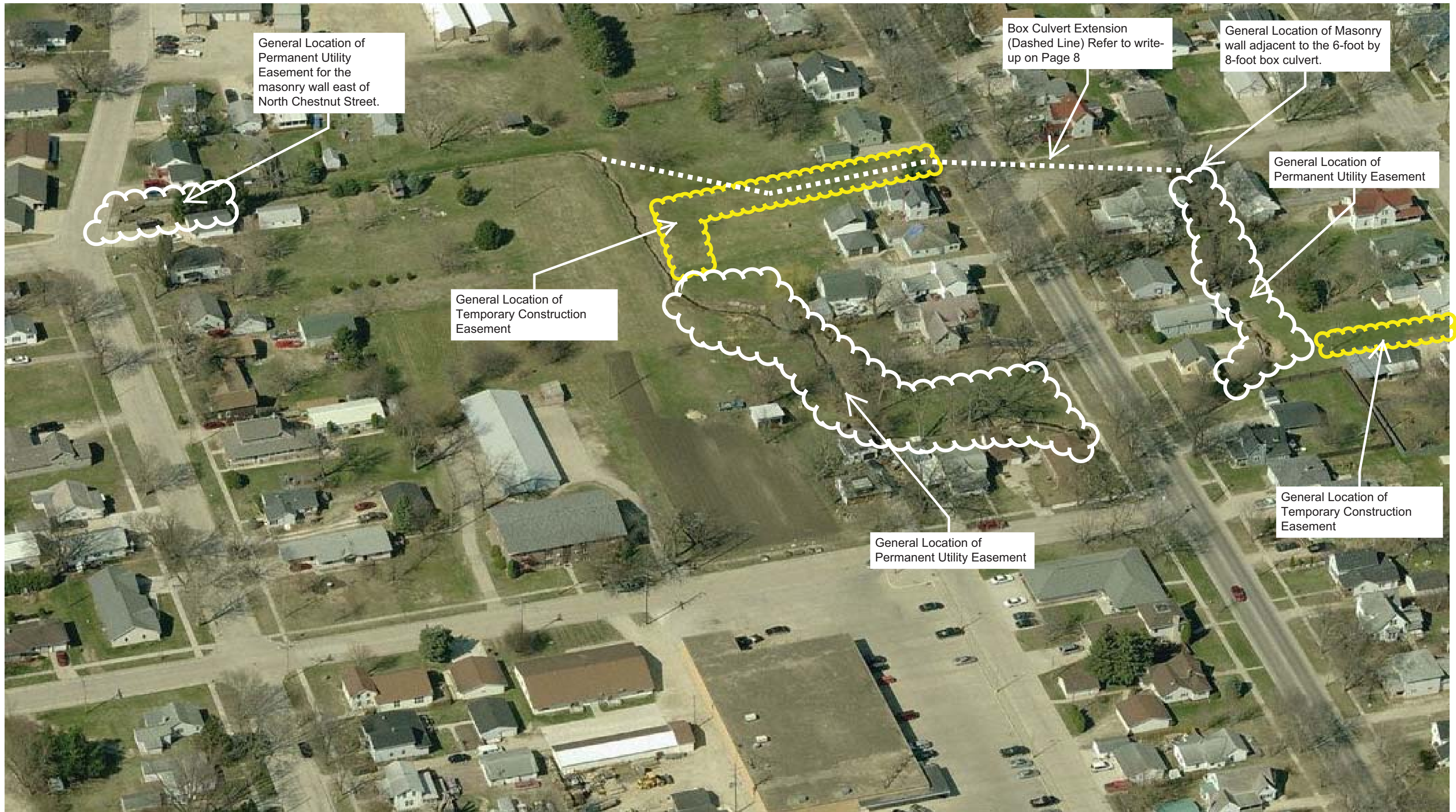


Figure 2. Easement Locations

Additional permanent easements could be obtained along the stream channel between North Chestnut Street and Highway 38 to complete the secondary improvements and to maintain the remainder of the stream in the future. We have only included the permanent easements listed above needed to complete the recommended primary improvements due to help keep costs down.

Temporary construction easements would likely make the installation and construction of the improvements easier. Although not absolutely necessary to construct the recommended improvements the acquisition of the following temporary construction easements should be considered.

- 20-foot wide and 360-foot long (0.17 acres) west of Highway 38 through portions of 535, 533 and 529 N. Cedar St.
- 20-foot wide and 135-foot long (0.06 acres) west of North Chestnut Street through a portion of 515 N. Sycamore St.

7. PERMITTING

To repair the wall adjacent to the 6-foot by 8-foot box culvert and to replace the wall east of North Chestnut Street a Nationwide Permit from the US Army Corps of Engineers (COE) will likely be required. We recommend completing the wall repairs and wall replacement as a separate project (Project #1) from the remainder of the recommended improvements. A permit for this portion of the project should be able to be obtained relatively quickly which could allow for these improvements to be completed in 2015.

To complete the remaining primary recommendations made within this report (Project #2), which are the channel improvements; an individual permit from the US Army Corps of Engineers (COE) would likely be needed. The individual permit is typically required when the improvements impact more than 500 lineal feet of stream bank. An individual permit is currently taking eight months or more to be issued after the application is submitted. The permitting schedule will likely necessitate this work being constructed in 2016. It is possible that the COE could determine that this improvement project is covered by a Nationwide Permit. Project #2 will likely require a DNR (Department of Natural Resources) NPDES (National Pollutant Discharge Elimination System) General Permit due to more than one acre of ground being disturbed. We do not anticipate that a DNR Flood Plain or a Sovereign Lands permit will be required due to the drainage area for the project being less than two square miles and the stream being relatively small and not navigable.

The Iowa DOT will likely require a work in right-of-way permit if channel modifications need to be completed within their jurisdictional area. They may also require the permit for removing sediment from the culverts beneath Highway 38. This will likely depend upon who completes the work. In addition to this permit, the DOT will need to be contacted and worked with to have the sediment removed from the culverts beneath Highway 38.

8. COST OPINION

Below is an opinion of probable construction costs based on completed the primary recommendations above. The total estimated construction cost for the recommended improvements is \$293,000. The table also includes budgetary estimates for the additional survey (described above), hydraulic analysis (described above), along with final design, permitting and plan preparation. The cost opinion assumes that there will be not City costs associated with the acquisition of easements for this project.

ENGINEER'S PRELIMINARY OPINION OF PROBABLE COST		
Primary Recommendations, Project #1		
1	Repair of Masonry Wall Adjacent to 6th Street	\$ 13,000.00
2	Replace the Masonry Wall East of North Chestnut Street	\$ 54,000.00
	Mobilization & Erosion Control During Construction	\$ 9,000.00
<u>Project #1 Subtotal (Prices include a 20% contingency)</u>		<u>\$ 76,000.00</u>
Primary Recommendations, Project #2		
3	Reshape the Channel From Highway 38 Upstream 425-Feet and Install Erosion Protection	\$ 83,000.00
4	Reshape the Channel From Highway 38 Downstream to 6th Street and Install Erosion Protection	\$ 102,000.00
	Mobilization & Erosion Control During Construction	\$ 32,000.00
<u>Project #2 Subtotal (Prices include a 20% contingency)</u>		<u>\$ 217,000.00</u>
Total Construction Costs Including Easements		\$ 293,000.00
Survey for Final Design		\$4,500 to \$7,000
Hydraulic Analysis for Final Design		\$5,000 to \$8,000
Final Design, Permitting and Plan Preparation		\$10,000 to \$30,000

9. SUMMARY

The 6th Street Ditch through Monticello, Iowa is considered a water of the United States and is thereby subject to their jurisdiction and permitting requirements. This stream was analyzed from North Chestnut Street Downstream to the box culvert east of Highway 38 and south of 6th Street. The capacity of this section of stream channel varies from approximately 650 CFS down to less than 50 CFS. The condition of the channel varies greatly from a trapezoidal channel with grass side slopes to a narrow eroded channel with nearly vertical banks. The preliminary drainage analysis for this section of the stream indicates that the most uniform and stable portions of the channel likely convey runoff events larger than the 25 year storm. We have recommended that the masonry wall east of North Chestnut Street in this section of the stream be replaced to prevent damage to an adjacent driveway and garage. We have also recommended that the

masonry wall at the downstream end of the channel be repaired to prevent further damage to it and to protect 6th Street. Finally we have recommended approximately 800-feet of channel restoration along with the installation of erosion protection. Due the permitting requirements for the channel restoration we recommend that the improvements be divided into two projects. This will allow for the retaining wall improvements to be completed sooner which should address the most immediate structural concerns along the channel. The estimated construction and easement relates costs for this construction total approximately \$293,000.