

City of Monticello, Iowa

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Posted on February 16, 2023 at 10:00 a.m.

Monticello City Council Meeting February 20, 2023 @ 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:	Faith Brehm

- **Call to Order – 6:00 P.M.**
- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

Open Forum: If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

Consent Agenda (These are routine items and will be enacted by one motion without separate discussion unless someone requests an item removed to be considered separately.)

Approval of Council Mtg. Minutes	February	6, 2023
Approval of Payroll	February	9, 2023
Approval of Bill List		
Approval of Treasurer's Report	January	2023

Public Hearings:

1. **Public Hearing** on the proposed Fiscal Year 2024 property tax levy
2. **Resolution** Approval of FY 2024 Maximum Property Tax Dollars

Resolutions:

3. **Resolution** Scheduling Public Hearing on the City of Monticello 2023/2024 Fiscal Year budget for March 20, 2023 at 6:00 p.m.
4. **Resolution** Approving Christopher and Sarah Bone Tax Abatement Application related to Residential Improvements constructed at 903 Northridge Drive, Monticello, Iowa
5. **Resolution** Approving engagement letter with Dorsey & Whitney LLP related to role as bond counsel for the General Obligation borrowing to fund certain capital projects
6. **Resolution** setting the date for a public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,500,000
7. **Resolution** Approving \$1,500.00 Credit against the Carter Balentine's utility billing for the property located at 418 East First Street
8. **Resolution** Approving the hiring of up to three Park and Recreation summer staff and setting wage

Motions:

9. **Discussion and possible motion** regarding ice skating rink - Mayor

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 - Budget

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

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

Meeting Instructions for the Public

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

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

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

Topic: February 20, 2023 Council Meeting

Time: Feb 20, 2023 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87856082302>

Meeting ID: 878 5608 2302

One tap mobile

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+13126266799,,87856082302# US (Chicago)

Dial by your location

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+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

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+1 689 278 1000 US

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Meeting ID: 878 5608 2302

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

Regular Council Meeting
February 6, 2023 – 6:00 P.M.
Community Media Center

Mayor David Goedken called the meeting to order. Council present were: Chris Lux, Candy Langerman, Wayne Peach, Brenda Hanken and Scott Brighton. Council member Tom Yeoman joined the meeting via Zoom. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Police Chief Britt Smith, Park & Rec Director Jacob Oswald, Library Director Faith Brehm, Water /Wastewater Superintendent Jim Tjaden and Public Works Director Nic Kahler. 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.

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

John Sauser, 526 West First Street, inquired on the status of the stop light located at the intersection of First Street and Main Street. Kahler advised the parts are on order and were to be delivered in January, however it has been delayed until late February to early March.

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

Farnum advised for various grants, particularly federal grants, the City needs to show evidence of a compliant procurement policy. During the review of the HSEMD grant application for the backup generators for the Fire Department and West Well, the State noted the City’s policy needed updating to comply with current standards. Lux moved to approve Resolution #2023-21 Approving City of Monticello Procurement Policy. Brighton seconded. Roll call was unanimous.

Farnum reviewed the proposed amendment to the current sewer credit policy based on the increased sewer rates. Langerman moved to approve Resolution #2023-22 Approving the City of Monticello Sewer Credit Policy in regard to granting credits to sewage usage fees. Brighton seconded, roll call was unanimous.

Brighton moved to approve Resolution #2023-23 Amending Resolution 2022-123, Authorizing the Mayor to sign Monticello Main Street Agreement and City continued support and participation in the Main Street Program. Langerman seconded, roll call was unanimous.

Hanken moved to approve Resolution #2023-24 Approving Pay Request #1 related to the Monticello Airport Taxiway Connector project, to Boomerang in the amount of \$88,184.03. Lux seconded, roll call was unanimous

Farnum reported the Planning and Zoning Commission reviewed the Plat of Survey and recommended approval plat for Parcel 2023-06. Hanken moved to approve Resolution #2023-25 Approving Plat of Survey to Parcel 2023-06, Brighton seconded, roll call was unanimous.

Regular Council Meeting
February 6, 2023

Farnum reported the Planning and Zoning Commission reviewed the Plat of Survey for Parcel 2023-07 and recommended approval of plat. Peach moved to approve Resolution #2023-26 Approving Plat of Survey to Parcel 2023-07, Langerman seconded, roll call was unanimous.

Farnum reported the Planning and Zoning Commission reviewed and recommended approval of the Plat of Survey for Parcel 2023-08, which is outside the City Limits. Langerman moved to approve Resolution #2023-27 Approving Plat of Survey to Parcel 2023-08, Peach seconded, roll call was unanimous.

Kahler stated the City has hired two summer staff to help mow and maintain the Cemetery, help with yard waste pickup and other public works jobs. Hanken advised she intended to vote against the hiring of any staff, as public has contacted her on this. Langerman moved to approve Resolution #2023-28 Approving the hiring and wage for Public Works/Cemetery summer staff. Lux seconded, roll call unanimous except Hanken who voted nay. Carried.

Oswald reported the Park Board reviewed his proposed rate increases and recommends the rates given to the Council. Langerman moved to approve Resolution 2023-29 Approving increased user fees for the Monticello Aquatic Center and Park and Recreation Department. Brighton seconded, roll call was unanimous.

Financial Advisor Matt Stoffel reviewed the three quotes received for the interim financing for the City's upcoming \$15,933,000 Sewer Revenue Loan with the USDA. The remainder of the project will be funded by a \$4,848,000 USDA Grant. Once fully drawn, the interim loan will be paid off with the proceeds from the USDA long term loan with an interest rate of 1.50%. Keith Kramer with F & M Bank, reported F & M Bank would lead and the four local banks went together and will split the financing among them. Brighton moved to direct staff to negotiate with F & M Bank in syndicate with Ohnward Bank & Trust, Fidelity Bank and Citizens State Bank on interim financing for the Wastewater Treatment Facility, Hanken seconded, roll call was unanimous.

Financial Advisor Matt Stoffel reviewed financial planning models related to the 2023 bonding proposal. Goedken voiced his concerns on keeping the tax rates the same and getting less funding to do projects, with the costs of everything increasing. No action was taken.

City Engineer Patrick Schwickerath gave an update on the 6th Street Ditch project, with what was previously done versus what needs to be done, with the changes in the Federal and State requirements. The length of the stream will remain about the same. The length of new armory needs, to be under 300 feet and current plans have around 400 feet, so they are looking at the flow reports. Armory is considered rip rap and/or concrete walls. Also the area needs to be less than 300 acres, which the City is under. Schwickerath advised this will always be a stream and there will be erosion and maintenance that will be required to maintain the stream.

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Schwickerath advised he is reviewing the proposed plans from Jellystone Campground to connect to City water and sewer services.

Farnum reported the Mayor requested a desk and filing space, in City Hall and he is looking into purchasing one.

Farnum is working on possible solutions to the daycare problem with JCEDC, and they are meeting weekly to discuss ideas/implementation plans for possible solutions.

Hinrichsen reported working on updating the SAMS numbers for the City, which has taken several months to get through the federal process. She continues to work on budget.

Smith reported the State COAP Grant runs out of funding in September 2023 and State coordinator reached out to see if the County and cities would be interested in supporting the program to keep it going and asked Monticello to give \$5,000. Smith stated it costs about \$960/referral to go thru the program and Monticello had two referrals last year. Smith counteroffered to support the amount of costs for referral of the City has go thru the program.

Oswald reported the Volunteer Iowa, City Volunteer Engagement Initiative training starts this week.

Aquatic Center applications are now being accepted.

Miller Corn Hole will be holding the State Corn Hole competition in Monticello on March 10th and 11th.

Brehm advised they are holding two valentine activities at the Library and will be hosting the “Coming Home” event this month.

Peach motioned to adjourn the meeting at 7:40 P.M. Council took a short break and then held a budget work session until 8:24 P.M., reviewing the debt and capital project fund budgets.

David Goedken, Mayor

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - FEBRUARY 9, 2023

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	January 23 - February 5, 2023				
Jacob Gravel	\$ 1,712.00	\$ -	0.00	23.00	\$ 1,265.01
Mason Hanson	518.50	-	0.00	0.00	424.47
Mary Intlekofer	1,988.60	36.60	0.00	68.25	1,391.21
Lori Lynch	2,178.40	-	0.00	0.00	1,507.33
Coletta Matson	1,872.00	-	0.00	0.00	1,413.42
Kaleb Payne	2,158.65	17.55	0.00	0.00	1,653.52
Curtis Wyman	1,808.30	96.30	0.00	46.75	1,245.00
TOTAL AMBULANCE	\$ 12,236.45	\$ 150.45	0.00	138.00	\$ 8,899.96
CEMETERY	January 23 - February 5, 2023				
Dan McDonald	\$ 1,955.63	\$ 167.63	0.00	0.38	\$ 1,436.77
TOTAL CEMETERY	\$ 1,955.63	\$ 167.63	0.00	0.38	\$ 1,436.77
CITY HALL	January 23 - February 5, 2023				
Cheryl Clark	\$ 1,833.03	\$ 17.03	0.00	18.75	\$ 1,260.45
Russ Farnum	3,711.54	-	0.00	0.00	2,501.77
Sally Hinrichsen	2,744.73	-	0.00	0.00	1,672.04
Nanci Tuel	1,618.40	-	0.00	0.00	1,071.55
TOTAL CITY HALL	\$ 9,907.70	\$ 17.03	0.00	18.75	\$ 6,505.81
FIRE	January 23 - February 5, 2023				
Joe Bayne	\$ 208.33	\$ -	0.00	0.00	\$ 192.39
Billy Norton	166.67	-	0.00	0.00	143.57
Johnny Russ	60.00	-	0.00	0.00	55.41
Paul Warner	125.00	-	0.00	0.00	115.44
TOTAL FIRE	\$ 560.00	\$ -	0.00	0.00	\$ 506.81
LIBRARY	January 23 - February 5, 2023				
Faith Brehm	\$ 1,615.38	\$ -	0.00	0.00	\$ 1,233.91
Molli Hunter	1,206.20	22.20	0.00	0.00	953.92
Penny Schmit	1,405.61	-	0.00	0.00	775.55
TOTAL LIBRARY	\$ 4,227.19	\$ 22.20	0.00	0.00	\$ 2,963.38
MBC	January 23 - February 5, 2023				
Keegan Arduser	\$ 1,384.62	\$ -	0.00	0.00	\$ 1,072.19
Jacob Oswald	2,193.88	-	0.00	0.00	1,668.50
TOTAL MBC	\$ 3,578.50	\$ -	0.00	0.00	\$ 2,740.69
POLICE	January 23 - February 5, 2023				
Peter Fleming	\$ 2,449.44	\$ -	0.00	0.25	\$ 1,723.56
Dawn Graver	2,540.80	-	0.00	0.00	1,851.92
Erik Honda	2,583.84	-	0.00	20.25	1,942.65
Blaine Kamp	2,583.84	-	0.00	19.00	1,953.04
Jordan Koos	2,583.84	-	0.00	30.00	1,794.40
Britt Smith	3,461.54	-	0.00	0.00	2,550.63
Madonna Staner	1,623.20	-	0.00	0.00	1,252.18
Brian Tate	2,625.84	-	0.00	17.25	1,904.23
TOTAL POLICE	\$ 20,452.34	\$ -	0.00	86.75	\$ 14,972.61

PAYROLL - FEBRUARY 9, 2023

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
ROAD USE	January 23 - February 5, 2023				
Zeb Bowser	\$ 1,938.86	\$ 150.86	9.00	11.00	\$ 1,381.04
Nick Kahler	2,238.39	-	0.00	0.00	1,546.97
TJ Nealson	1,890.00	162.00	6.00	29.25	1,444.27
Jasper Scott	1,989.15	201.15	0.00	0.13	1,411.57
TOTAL ROAD USE	\$ 8,056.40	\$ 514.01	15.00	40.38	\$ 5,783.85
SEWER	January 21 - February 3, 2023				
Tim Schultz	\$ 2,207.79	\$ 171.79	0.00	20.63	\$ 1,551.66
Jim Tjaden	2,576.92	-	0.00	0.00	1,887.44
TOTAL SEWER	\$ 4,784.71	\$ 171.79	0.00	20.63	\$ 3,439.10
WATER	January 21 - February 3, 2023				
Scott Hagen	\$ 1,848.00	\$ -	16.50	43.50	\$ 1,464.29
TOTAL WATER	\$ 1,848.00	\$ -	16.50	43.50	\$ 1,464.29
TOTAL - ALL DEPTS.	\$ 67,606.92	\$ 1,043.11	31.50	348.39	\$ 48,713.27

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
BLACK HILLS ENERGY	4801 5237 59		404.47		
ENCOMPASS IOWA LLC	PD COMPUTER/TECH SUPPORT FEES		1,004.36		
JOHN DEERE FINANCIAL	PD SUPPLIES		2.58		
KIECK'S CAREER APPAREL	PD MINOR EQUIPMENT		77.85		
LYNCH DALLAS, P.C.	PD ATTORNEY FEES		49.50		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL		1,181.42		
MONTICELLO EXPRESS INC	PD SUPPLIES		311.00		

	110 POLICE DEPARTMENT TOTAL		3,031.18		
STREET LIGHTS					
ALLIANT ENERGY-IES	2203 AMBER RD X44 ELECTRIC		41.78		
CRESCENT ELECTRIC SUPPLY CO.	RU LIGHT SYSTEMS & STRUCTURES		4,850.00		

	230 STREET LIGHTS TOTAL		4,891.78		
AQUATIC CENTER					
BLACK HILLS ENERGY	6214 3735 03		36.32		

	440 AQUATIC CENTER TOTAL		36.32		
CEMETERY					
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL		556.34		
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES		932.96		

	450 CEMETERY TOTAL		1,489.30		
SOLDIER'S MEMORIAL BOARD					
CONTROL INSTALLATIONS OF IOWA	SLDR MEM BLDG REPAIR/MAINT		81.25		
MIDWEST ALARM SERVICES	SLDR MEM FIRE ALARM MONITORING		237.33		

	498 SOLDIER'S MEMORIAL BOARD TOTAL		318.58		
ATTORNEY					
LYNCH DALLAS, P.C.	ATTORNEY FEES		868.00		

	641 ATTORNEY TOTAL		868.00		
CITY HALL/GENERAL BLDGS					
AMSTERDAM PRINTING AND LITHO	CH OFFICE SUPPLIES		319.92		
CONTROL INSTALLATIONS OF IOWA	CH BLDG REPAIR/MAINT		162.50		
BLACK HILLS ENERGY	1287 4080 48		744.31		
MIDWEST ALARM SERVICES	CH FIRE ALARM MONITORING		474.66		
MONTICELLO EXPRESS INC	CH ADVERTISING		386.39		
WELTER STORAGE EQUIP CO., INC.	CH MAYOR'S DESK		195.00		
WHITE HAWK PLUMBING & HEATING	CH BUILDING SUPPLIES		146.78		

	650 CITY HALL/GENERAL BLDGS TOTAL		2,429.56		

	001 GENERAL TOTAL		13,064.72		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO BERNDEN CENTER					
PARKS					
BAKER PAPER CO INC	MBC BUILDING SUPPLIES		133.60		
BLACK HILLS ENERGY	3293 7656 61		2,336.16		
JOHN DEERE FINANCIAL	MBC BUILDING REPAIR/MAINT		33.99		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL		270.60		
NATIONAL RECREATION & PARK	MBC DUES		115.00		
JACOB OSWALD	MBC TRAVEL		229.84		

	430 PARKS TOTAL		3,119.19		

	005 MONTICELLO BERNDEN CENTER TOTAL		3,119.19		
FIRE					
FIRE					
BLACK HILLS ENERGY	7971 7910 14		764.72		
DUBUQUE FIRE EQUIPMENT, INC.	FIRE OSHA		59.90		
MERCY PHYSICIAN ASSOCIATES	FIRE PHYSICAL - B NORTON		683.00		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL		242.78		
SANDRY FIRE SUPPLY	FIRE EQUIP REPAIR/MAINT		211.40		
SPAHN & ROSE LUMBER CO INC	FIRE BLDG REPAIR/MAINT		46.99		

	150 FIRE TOTAL		2,008.79		

	015 FIRE TOTAL		2,008.79		
AMBULANCE					
AMBULANCE					
AARON'S AUTOMOTIVE LLC	AMB VEHICLE OPERATING		872.88		
BLACK HILLS ENERGY	4801 5237 59		404.48		
IOWA DEPT OF HUMAN SERVICES	AMB REFUND		900.79		
KOOB AUTOMOTIVE & TOWING INC	AMB VEHICLE OPERATING		135.00		
LISBON-MOUNT VERNON AMBULANCE	AMB PATIENT/MUTUAL AID FEES		200.00		
LYNCH DALLAS, P.C.	AMB ATTORNEY FEES		99.00		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL		1,370.80		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES		6,087.99		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL		79.35		
UNITY POINT HEALTH	AMB MEDICAL SUPPLIES		711.42		

	160 AMBULANCE TOTAL		10,861.71		

	016 AMBULANCE TOTAL		10,861.71		
LIBRARY IMPROVEMENT					
LIBRARY					
KEVIN J WOOD	LIB IMP PROGRAMS/PROMOTIONS		375.00		

	410 LIBRARY TOTAL		375.00		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	030 LIBRARY IMPROVEMENT TOTAL		375.00		
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS		154.69		
CONTROL INSTALLATIONS OF IOWA	LIB BLDG REPAIR/MAINT		81.25		
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES		6.00		
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS		52.44		
MIDWEST ALARM SERVICES	LIB FIRE ALARM MONITORING		237.33		
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES		24.25		
OHNWARD BANK & TRUST	LIB PETTY CASH - POSTAGE		98.35		
	410 LIBRARY TOTAL		654.31		
	041 LIBRARY TOTAL		654.31		
AIRPORT					
AIRPORT					
ALLIANT ENERGY-IES	AIRPORT ELECTRIC		72.45		
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES		52.60		
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL		138.65		
TRI COUNTY PROPANE LLC	AIRPORT UTILITIES		906.87		
	280 AIRPORT TOTAL		1,170.57		
	046 AIRPORT TOTAL		1,170.57		
ROAD USE					
STREETS					
BLACK HILLS ENERGY	5682 1986 07		515.95		
JOHN DEERE FINANCIAL	RU SUPPLIES		84.16		
MITCHELL LAKE STAHLBERG	RU EQUIP REPAIR/MAINT		57.26		
KIMBALL MIDWEST	RU SUPPLIES		575.88		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT		338.50		
MID-AMERICAN RESEARCH CHEMICAL	RU STREET MAINTENANCE SUPPLIES		4,800.50		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL		2,370.19		
MONTICELLO EXPRESS INC	RU SUPPLIES		10.49		
	210 STREETS TOTAL		8,752.93		
SNOW REMOVAL					
ACCENT CONSTRUCTION	RU SNOW REMOVAL		405.00		
ALL SEASON'S TRUCKING INC	RU SNOW REMOVAL		5,765.40		
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL		1,086.15		
JOHN DEERE FINANCIAL	RU SNOW REMOVAL		69.98		
SNOW-GO, INC.	RU SNOW REMOVAL		388.08		
	250 SNOW REMOVAL TOTAL		7,714.61		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	110 ROAD USE TOTAL		16,467.54		
CAPITAL IMPROVEMENT STORM WATER FUND SNYDER & ASSOCIATES, INC	SIXTH STREET DITCH PROJECT		6,841.63		
	865 STORM WATER FUND TOTAL		6,841.63		
	332 CAPITAL IMPROVEMENT TOTAL		6,841.63		
TRUST/IOMA MARY BAKER LIBRARY CENTER POINT PUBLISHING	LIB BAKER BOOKS		46.74		
	410 LIBRARY TOTAL		46.74		
	503 TRUST/IOMA MARY BAKER TOTAL		46.74		
WATER WATER BLACK HILLS ENERGY	5682 1986 07		714.86		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		54.00		
JOHN DEERE FINANCIAL	WATER SUPPLIES		159.19		
LAPORTE MOTOR SUPPLY	WATER VEHICLE OPERATING		34.84		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL		168.42		
SPAHN & ROSE LUMBER CO INC	WATER BLDG REPAIR/MAINT		422.46		
	810 WATER TOTAL		1,553.77		
	600 WATER TOTAL		1,553.77		
CUSTOMER DEPOSITS WATER CITY OF MONTICELLO	WINCH/LISA		75.00		
	810 WATER TOTAL		75.00		
	602 CUSTOMER DEPOSITS TOTAL		75.00		
SEWER SEWER BLACK HILLS ENERGY	5682 1986 07		515.95		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		1,111.50		
JOHN DEERE FINANCIAL	SEWER SUPPLIES		82.99		
LYNCH DALLAS, P.C.	SEWER ATTORNEY FEES		627.00		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL		168.42		
SPAHN & ROSE LUMBER CO INC	SEWER SUPPLIES		64.50		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		6,999.49		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	815 SEWER TOTAL		9,569.85		
	610 SEWER TOTAL		9,569.85		
SEWER CAPITAL IMPROVEMENT SEWER LYNCH DALLAS, P.C.	SEWER FACILITY IMPROVEMENTS		66.00		
	815 SEWER TOTAL		66.00		
	613 SEWER CAPITAL IMPROVEMENT TOTAL		66.00		
SANITATION SANITATION BLACK HILLS ENERGY REPUBLIC SERVICES	5682 1986 07 DUMPSTER COLLECTIONS		515.95 12,938.11		
	840 SANITATION TOTAL		13,454.06		
	670 SANITATION TOTAL		13,454.06		
	Accounts Payable Total		79,328.88		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME		AMOUNT
001	GENERAL	13,064.72
005	MONTICELLO BERNDES CENTER	3,119.19
015	FIRE	2,008.79
016	AMBULANCE	10,861.71
030	LIBRARY IMPROVEMENT	375.00
041	LIBRARY	654.31
046	AIRPORT	1,170.57
110	ROAD USE	16,467.54
332	CAPITAL IMPROVEMENT	6,841.63
503	TRUST/IOMA MARY BAKER	46.74
600	WATER	1,553.77
602	CUSTOMER DEPOSITS	75.00
610	SEWER	9,569.85
613	SEWER CAPITAL IMPROVEMENT	66.00
670	SANITATION	13,454.06

	TOTAL FUNDS	79,328.88

City of Monticello - Monthly Summary - January 1st thru 31st, 2023

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	Clerk's Cash in Bank	Investments	Investments	Ending Fund Balance
GENERAL FUNDS:	General	1054835.03	86240.21	7637.22	199.26	92842.40	20723.75	1035345.57	775.00	444395.81	590174.76	11870.80			1035345.57
	Soldiers Memorial Board	11953.06	75.00	157.26		157.26		11870.80		16087.65	30193.14				11870.80
	Monticello Berndes Center	52196.18	8408.45	188.43		14412.27		46380.79	100.00	6825.40					46380.79
	Dare	6799.47		25.93				6825.40		5477.13					6825.40
	Canine	5654.83		21.56			199.26	5477.13		5309.49					5477.13
	Insurance Fund	47008.98		179.27		465.05		46723.20		5309.49	41413.71				46723.20
	Monticello Trees Forever	29785.02		113.58				29898.60		30375.19					29898.60
	Fire	223358.29		851.75		45715.29		178494.75		59696.57	148119.56				178494.75
	Ambulance Operating	134856.17	33752.44	485.85	9583.37	35050.18		143627.65		36162.17	83931.08				143627.65
	Hotel/Motel Tax Fund	36323.65		138.52		300.00		36162.17		238.49					36162.17
	Earl F Lehmann Trust	238.49						238.49		500.00					238.49
	Street Bond	500.00						500.00		870.94					500.00
	Police Improvement	604.63	264.00	2.31				870.94		11611.39					870.94
	Library Improvement	43950.50	100.00	167.59		501.17		43716.92		32105.53					43716.92
	Library	49082.40	556.37	186.87	11140.38	8608.12		52357.90	75.00	36964.97	15317.93				52357.90
	Equipment Set-A-Side	61064.51		232.86				61297.37		2975.06	58322.31				61297.37
	Super Mac	22966.30		87.57		1625.83		21428.04		6321.35	15106.69				21428.04
	Airport	139692.75	2536.26	528.80		3363.76		139396.05		88184.08	51211.87				139396.05
	Revolving Loan Fund	43172.77		164.63				43337.40		15912.32	27425.08				43337.40
	SPECIAL REVENUE FUNDS:	Road Use Tax	347111.06	40111.57			36976.60		350246.03		50672.46	299573.57			
Road Use Tax Set-A-Side		82311.71		313.88				82625.59		21.60	82603.99				82625.59
Employee Benefits		315233.25	4713.65			38907.18		281039.72		-7230.24	268269.96				281039.72
TIF Tax Collections		495724.27	10194.21	1427.52		12957.00		494389.00		467456.58	26932.42				494389.00
Slavka Gehret Trust		205138.93		782.27				205921.20		3198.31	202721.89				205921.20
Police Forfeiture Acct		4.93						4.93		4.93					4.93
Debt Service		331070.01	3954.04	1262.51				336286.56		114849.59	221436.97				336286.56
TIF - Debt Payments		0.00						0.00							0.00
ARPA Grant		590120.78		2250.37				592371.15		592371.15					592371.15
Park Improvements		64695.30	9163.00	227.37		710.82		73374.85		34875.62	38499.23				73374.85
PERMANENT FUNDS:	Library Capital Improvements	14224.97		54.25				14279.22		14279.22					14279.22
	Ambulance Improvements	151524.70		570.91				152095.61		61231.97	90863.64				152095.61
	TIF Projects	0.00						0.00							0.00
	Cemetery Improvements	19554.89	245.00	746.22				20546.11		372.43	20173.68				20546.11
	Capital Improvements	72858.66		277.84				73136.50		63782.55	9353.95				73136.50
	Low Income Housing	15672.32		59.76				15732.08		15732.08					15732.08
	Baty Disc Golf Course	2234.59		8.43				2243.02		2059.69	183.33				2243.02
	Mary Maxine Redmond Trust	6949.18		26.50		-8.27		6983.95		222.96	6760.99				6983.95
	Pocket Park	9995.98		37.72				10033.70		4899.19	5164.51				10033.70
	Cemetery Perpetual Care	177135.30	275.00					177410.30		4373.00	173037.30				177410.30
ENTERPRISE FUNDS:	Charles S Bidwell Book Trust	81010.43		308.92				81319.35		188.90	81130.45				81319.35
	Ionia Mary Baker Trust	37531.06		143.12		49.14		37625.04		376.40	37246.64				37625.04
	Water Operating	238229.07	40199.01	896.45		17230.10		262094.43		104349.63	157744.80				262094.43
	Customer Deposits	107905.16	1050.00			810.00		108145.16		6572.60	101572.56				108145.16
	Water Capital Improvements	94009.11	5277.88	555.92				99842.91		42156.20	57684.71				99842.91
	Sewer Operating	1036954.97	97257.03	3914.87		28024.41		1110102.46		591773.11	518329.35				1110102.46
	Sewer Sinking	50688.78						50688.78		50688.78					50688.78
	Sewer Capital Improvements	120263.60	5277.88	851.86		31508.15		94885.19		85186.48	9698.71				94885.19
	Sanitation	176261.75	52224.68	629.63		42758.78		186357.28		105202.26	81155.02				186357.28
	Sanitation Capital Improvements	8722.93		33.26				8756.19		8756.19					8756.19
Yard Waste	39202.71	3778.95	144.51		8447.67		34678.50		9292.82	25385.68				34678.50	
Storm Water fund	47360.75	7001.45	180.60		438.11		54104.69		33962.43	20142.26				54104.69	
Self Funded Insurance	0.00	693.43			693.43		0.00							0.00	
Flex Spending	3660.86	1053.88			720.94		3993.80		3993.80					3993.80	
Enterprise Flex Spending	107.48				107.48		107.48		107.48					107.48	
TOTAL OF ALL FUNDS		6907512.52	414425.39	26717.43	20923.01	423285.39	20923.01	6925369.95	950.00	2655218.06	4257092.60	12109.29	0.00	0.00	6925369.95

Reviewed by: 

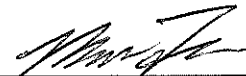
City of Monticello
Bank Reconciliation Report
For the Month of January 2023

Bank Balance		
General Checking	\$2,719,678.04	
Property Tax & Water	\$4,257,092.60	
Soldiers Memorial Ckg	\$11,870.80	
Earl F Lehmann Trust	\$238.49	
	<hr/>	
Total Bank Balance		\$6,988,879.93
Plus (Minus) Adjustment:		
Bank Charge/Error		
	<hr/>	
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$3,664.80	
	<hr/>	
Total Outstanding Credit Card Pymts		\$3,664.80
Less Outstanding Checks:		
Financial/Payroll	\$68,124.78	
Soldiers Memorial	\$0.00	
	<hr/>	
Total Outstanding Checks		\$68,124.78
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$950.00	
	<hr/>	
Total Investments		\$950.00
Treasurer's Balance		\$6,925,369.95

Prepared By: Sally Hinrichsen 2-7-2023
Sally Hinrichsen, City Clerk

Reviewed by: Russell Farnum 2-9-2023
Russell Farnum, City Administrator

City of Monticello
Cash On Hand By Bank
For January 31st, 2023



Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.49	0.150	N/A		Earl F Lehmann Trust Soldier Memorial
Checking #394486	\$11,870.80		N/A		
Total by Bank	\$12,109.29				
Dutrac Credit Union					
Total by Bank	\$0.00				
Fidelity Bank & Trust					
Total by Bank	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$2,719,678.04		N/A		General Checking General Savings
Property Tax & Water #40001992	\$4,257,092.60		N/A		
Total by Bank	\$6,976,770.64				
Total Cash on Hand- All Banks	\$6,988,879.93				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error					
Plus Outstanding Credit Card Pymt	\$3,664.80				
Less Outstanding Checks	\$68,124.78				
Treasurer's Balance	\$6,925,369.95				

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 1/2023, FISCAL 7/2023

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	1,054,835.03	94,076.69	113,566.15	.00	1,035,345.57
003 SOLDIER MEMORIAL FUND	11,953.06	75.00	157.26	.00	11,870.80
005 MONTICELLO BERNDES CENT	52,196.18	8,596.88	14,412.27	.00	46,380.79
006 RECREATIONAL SET-A-SIDE	.00	.00	.00	.00	.00
008 DARE	6,799.47	25.93	.00	.00	6,825.40
009 POLICE CANINE UNIT	5,654.83	21.56	199.26	.00	5,477.13
010 INSURANCE	47,008.98	179.27	465.05	.00	46,723.20
014 MONTICELLO TREES FOREVE	29,785.02	113.58	.00	.00	29,898.60
015 FIRE	223,358.29	851.75	45,715.29	.00	178,494.75
016 AMBULANCE	134,856.17	43,821.66	35,050.18	.00	143,627.65
018 HOTEL/MOTEL TAX	36,323.65	138.52	300.00	.00	36,162.17
022 EARL F LEHMANN TRUST	238.49	.00	.00	.00	238.49
023 TRUST FUND/STREET BOND	500.00	.00	.00	.00	500.00
026 POLICE IMPROVEMENT	604.63	266.31	.00	.00	870.94
030 LIBRARY IMPROVEMENT	43,950.50	267.59	501.17	.00	43,716.92
041 LIBRARY	49,082.40	11,883.62	8,608.12	.00	52,357.90
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	61,064.51	232.86	.00	.00	61,297.37
045 SUPER MAC FUND	22,966.30	87.57	1,625.83	.00	21,428.04
046 AIRPORT	139,692.75	3,087.06	3,383.76	.00	139,396.05
050 REVOLVING LOAN FUND	43,172.77	164.63	.00	.00	43,337.40
110 ROAD USE	347,111.06	40,111.57	36,976.60	.00	350,246.03
111 ROAD USE SETASIDE	82,311.71	313.88	.00	.00	82,625.59
112 EMPLOYEE BENEFITS	315,233.25	4,713.65	38,907.18	.00	281,039.72
125 TIF -SPECIAL REVENUE	495,724.27	11,621.73	12,957.00	.00	494,389.00
178 TRUST/SLAVKA GEHRET FUN	205,138.93	782.27	.00	.00	205,921.20
180 POLICE FORFEITURE	4.93	.00	.00	.00	4.93
200 DEBT SERVICE	331,070.01	5,216.55	.00	.00	336,286.56
225 TIF - DEBT	.00	.00	.00	.00	.00
300 ARPA CAPITAL FUND	590,120.78	2,250.37	.00	.00	592,371.15
313 PARK IMPROVEMENT	64,695.30	9,390.37	710.82	.00	73,374.85
316 LIB CAPITAL IMPROVEMENT	14,224.97	54.25	.00	.00	14,279.22
319 AMBULANCE IMPROVEMENT	151,524.70	570.91	.00	.00	152,095.61
325 TIF PROJECT	.00	.00	.00	.00	.00
326 TRUST/CEMETERY IMPROVEM	19,554.89	991.22	.00	.00	20,546.11
328 FAMILY AQUATIC CENTER C	.00	.00	.00	.00	.00
332 CAPITAL IMPROVEMENT	72,858.66	277.84	.00	.00	73,136.50
333 MYSBA CAPITAL FUND	.00	.00	.00	.00	.00
336 LOW INCOME HOUSING FUND	15,672.32	59.76	.00	.00	15,732.08
337 MDC FUNDS	.00	.00	.00	.00	.00
338 BATY DISC GOLF COURSE	2,234.59	8.43	.00	.00	2,243.02
339 MARY MAXINE REDMOND TRU	6,949.18	26.50	8.27	.00	6,983.95
375 POCKET PARK	9,995.98	37.72	.00	.00	10,033.70
500 TRUST/CEMETERY PERPETUA	177,135.30	275.00	.00	.00	177,410.30
502 C.C. BIDWELL LIBRARY BO	81,010.43	308.92	.00	.00	81,319.35
503 TRUST/IOMA MARY BAKER	37,531.06	143.12	49.14	.00	37,625.04
600 WATER	238,229.07	41,095.46	17,230.10	.00	262,094.43
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	107,905.16	1,050.00	810.00	.00	108,145.16
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00
604 WATER CAPITAL IMPROVEME	94,009.11	5,833.80	.00	.00	99,842.91
610 SEWER	1,036,954.97	101,171.90	28,024.41	.00	1,110,102.46
611 SEWER RESERVE	.00	.00	.00	.00	.00

TREASURER'S REPORT
CALENDAR 1/2023, FISCAL 7/2023

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
612 SEWER SINKING	50,688.78	.00	.00	.00	50,688.78
613 SEWER CAPITAL IMPROVEME	120,263.60	6,129.74	31,508.15	.00	94,885.19
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00
670 SANITATION	176,261.75	52,854.31	42,758.78	.00	186,357.28
671 SANITATION CAPITAL IMPR	8,722.93	33.26	.00	.00	8,756.19
675 YARD WASTE SITE	39,202.71	3,923.46	8,447.67	.00	34,678.50
740 STORM WATER	47,360.75	7,182.05	438.11	.00	54,104.69
820 INTERNAL REV SELF FUNDE	.00	693.43	693.43	.00	.00
950 FLEX SPENDING FUND	3,660.86	1,053.88	720.94	.00	3,993.80
951 ENTERPRISE FLEX SPENDIN	107.48	.00	.00	.00	107.48
Report Total	6,907,512.52	462,065.83	444,208.40	.00	6,925,369.95

City Council Meeting
Prep. Date: 02/15/2023
Preparer: Russell Farnum



Agenda Item: # 1 & 2
Agenda Date: 02/20/2023

Communication Page

Agenda Items Description: **Public Hearing** for the Purpose of Considering the Maximum Tax Dollars to be collected by the City from Certain Levies for the City’s Proposed Fiscal Year 2023-2024 Budget **Resolution** Approving FY 2024 Maximum Property Tax Dollars

Type of Action Requested: Hold Public Hearing, Adopt Resolution

Attachments & Enclosures:
Max Levy Resolution
Copy of Iowa Code on Max Levy (384.15A)

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

Synopsis: The State of Iowa requires municipalities to determine the “Maximum Levy Amount” every year for the forthcoming budget. A public hearing on that amount is required, and the amount must be adopted by the City Council, prior to scheduling the public hearing on the budget, or adoption of the budget.

The Council needs to hold a public hearing on the proposed “Max Levy” for the City’s FY23/24 budget. The proposed maximum levy amount is \$1,923,561, an increase of 14.49% over the current budget (\$1,680,366), or an increase of about \$243,000.

The impact upon an average home of \$150,000 is under \$170, or a little over \$14 per month. The impact upon a \$200,000 home is \$225, or under \$20 per month.

The “Max Levy” is the highest amount of property tax that the City can use for its budget in the coming year (other than the debt levy). Being a “maximum” amount, the City can budget less than this dollar amount, but cannot go higher. This amount will be used to finalize the City’s budget in the coming month. This process is required by Iowa Code 384.15A (attached).

Recommendation: It is recommended that the City Council hold the public hearing. It is further recommended that the Council approve the Resolution as a subsequent action. Because the proposed increase is over 2%, a two-thirds majority vote of the Council is required for approval.

384.15A Resolution establishing maximum property tax dollars — notice — hearing.

1. For purposes of this section, unless the context otherwise requires:

a. “*Budget year*” is the fiscal year beginning during the calendar year in which a budget is certified.

b. “*Current fiscal year*” is the fiscal year ending during the calendar year in which a budget for the budget year is certified.

c. “*Effective property tax rate*” means the property tax rate per one thousand dollars of assessed value and is equal to one thousand multiplied by the quotient of the current fiscal year’s actual property tax dollars certified for levy under the levies specified in subsection 2 divided by the total assessed value used to calculate taxes for the budget year.

2. For budget years beginning on or after July 1, 2020, prior to the period of time for distribution of the budget under section 384.16, subsection 2, the council shall adopt a resolution establishing the total maximum property tax dollars that may be certified for levy that includes taxes for city government purposes under section 384.1, for the city’s trust and agency fund under section 384.6, subsection 1, for the city’s emergency fund under section 384.8, and for the levies authorized under section 384.12, subsections 8, 10, 11, 12, 13, 17, and 21, but excluding additions approved at election under section 384.12, subsection 19.

3. The maximum property tax dollars calculated and approved by resolution under this section includes those amounts received by the city as replacement taxes under chapter 437A or 437B.

4. a. The council shall set a time and place for a public hearing on the resolution before the date for adoption of the resolution and shall publish notice of the hearing not less than ten nor more than twenty days prior to the hearing in a newspaper published at least once weekly and having general circulation in the city. However, if the city has a population of two hundred or less, publication may be made by posting in three public places in the city. If the city has an internet site, the notice shall also be posted and clearly identified on the city’s internet site for public viewing beginning on the date of the newspaper publication or public posting, as applicable. Additionally, if the city maintains a social media account on one or more social media applications, the public hearing notice or an electronic link to the public hearing notice shall be posted on each such account on the same day as the publication of the notice. All of the following shall be included in the notice:

(1) The sum of the current fiscal year’s actual property taxes certified for levy under the levies specified in subsection 2 and the current fiscal year’s combined property tax levy rate for such amount that is applicable to taxable property in the city other than property used and assessed for agricultural or horticultural purposes.

(2) The effective tax rate calculated using the sum of the current fiscal year’s actual property taxes certified for levy under the levies specified in subsection 2, applicable to taxable property in the city other than property used and assessed for agricultural or horticultural purposes.

(3) The sum of the proposed maximum property tax dollars that may be certified for levy for the budget year under the levies specified in subsection 2 and the proposed combined property tax levy rate for such amount applicable to taxable property in the city other than property used and assessed for agricultural or horticultural purposes.

(4) If the proposed maximum property tax dollars specified under subparagraph (3) exceeds the current fiscal year’s actual property tax dollars certified for levy specified in subparagraph (1), a statement of the major reasons for the increase.

b. Proof of publication shall be filed with and preserved by the county auditor. The department of management shall prescribe the form for the public hearing notice for use by cities and the form for the resolution to be adopted by the council under subsection 5.

5. a. At the public hearing, the council shall receive oral or written objections from any resident or property owner of the city. After all objections have been received and considered, the council may decrease, but not increase, the proposed maximum property tax dollar amount for inclusion in the resolution and shall adopt the resolution and file the resolution with the county auditor as required under section 384.16, subsection 3.

b. If the sum of the maximum property tax dollars for the budget year specified in the

resolution under the levies specified in subsection 2 exceeds one hundred two percent of the sum of the current fiscal year's actual property taxes certified for levy under the levies specified in subsection 2, the council shall be required to adopt the resolution by a two-thirds majority of the membership of the council.

c. If the city has an internet site, in addition to filing the resolution with the auditor under section 384.16, subsection 3, the adopted resolution shall be posted and clearly identified on the city's internet site for public viewing within ten days of approval by the council. The posted resolution for a budget year shall continue to be accessible for public viewing on the internet site along with resolutions posted for all subsequent budget years.

2019 Acts, ch 165, §13, 17

Referred to in §384.16, 384.17

Section applies to city budgets and taxes for fiscal years beginning on or after July 1, 2020; 2019 Acts, ch 165, §17

NOTICE OF PUBLIC HEARING - CITY OF MONTICELLO - PROPOSED PROPERTY TAX LEVY
Fiscal Year July 1, 2023 - June 30, 2024

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

Meeting Date: 2/20/2023 **Meeting Time:** 06:00 PM **Meeting Location:** 220 E 1st Street, Monticello, IA

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

City Website (if available)
www.ci.monticello.ia.us

City Telephone Number
 (319) 465-3577

	Current Year Certified Property Tax 2022 - 2023	Budget Year Effective Property Tax 2023 - 2024	Budget Year Proposed Maximum Property Tax 2023 - 2024	Annual % CHG
Regular Taxable Valuation	145,194,423	142,862,881	142,862,881	
Tax Levies:				
Regular General	1,176,075	1,176,075	1,157,189	
Contract for Use of Bridge			0	
Opr & Maint Publicly Owned Transit			0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.			0	
Opr & Maint of City-Owned Civic Center			0	
Planning a Sanitary Disposal Project			0	
Liability, Property & Self-Insurance Costs			100,000	
Support of Local Emer. Mgmt. Commission			0	
Emergency			0	
Police & Fire Retirement			0	
FICA & IPERS	284,941	284,941	310,141	
Other Employee Benefits	219,350	219,350	356,231	
Total Tax Levy	1,680,366	1,680,366	1,923,561	14.47
Tax Rate	11.57321	11.76209	13.46439	

Explanation of significant increases in the budget:

Loss of revenue due to legislation adopted by the state in 2021 that made changes to the property tax system that impacted city revenues: 1) The state is phasing out its reimbursement to the city for property tax reductions resulting from the rollback of commercial and industrial property, and 2) The elimination of the multi-residential property class. Previously, the majority of this class of property was valued as commercial and is being rolled back to a residential valuation. Additional increases in the general fund budget are due to inflation

If applicable, the above notice also available online at:

City Web sites: ci.monticello.ia.us and monticello.lib.ia.us; Instagram site: [monticello_public_library](https://www.instagram.com/monticello_public_library) City Facebook sites: City of Monticello, Monticello Public Library - Ross & Elizabeth Baty, Monticello Ambulance Service, The Monticello Police Department, Monticello Aquatic Center, and City of Monticello - IA Parks & Recreation

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

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

The City of Monticello, Iowa

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

RESOLUTION

Approval of FY 2024 Maximum Property Tax Dollars

WHEREAS, the City Council of the City of Monticello have considered the proposed FY 2024 city maximum property tax dollars for the affected levy total, and

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

WHEREAS, a public hearing concerning the proposed city maximum property tax dollars was held on February 20, 2023,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Monticello that the maximum property tax dollars for the affected tax levies for FY 2024 shall not exceed the following total:

Total maximum levy for affected property tax levies - \$1,923,561

The Maximum Property Tax dollars requested in the total maximum levy for affected property tax levies for FY 2024 does represent an increase of greater than 102% from the Maximum Property Tax dollars requested for FY 2023.

Roll Call Vote:

Tom Yeoman_____	-	___	YEA	___	NAY
Scott Brighton_____	-	___	YEA	___	NAY
Candy Langerman _____	-	___	YEA	___	NAY
Chris Lux_____	-	___	YEA	___	NAY
Wayne Peach_____	-	___	YEA	___	NAY
Brenda Hanken_____	-	___	YEA	___	NAY

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of February, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 2/15/2023
Preparer: Sally Hinrichsen



Agenda Item: # 3
Agenda Date: 02/20/2023

Communication Page

Agenda Items Description: Resolution scheduling Public Hearing on the City of Monticello 2023/2024 Fiscal Year budget

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Scheduling Public Hearing on FY '24 Budget approval for March 20, 2023.

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

Staff Recommendation: Recommend that the Council approve the proposed resolution scheduling public hearing on the proposed FY '24 budget for March 20, 2023 at 6:00 p.m.

The City of Monticello, Iowa

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

RESOLUTION #

Scheduling Public Hearing on the City of Monticello 2023/2024 Fiscal Year budget for March 20, 2023 at 6:00 p.m.

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

WHEREAS, The budget must be submitted to the County Auditor by no later than March 31, 2023, and

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

WHEREAS, Notice shall be published in the Monticello Express on the 8th day of March, 2023, scheduling Public Hearing for the 20th day of March 2023 at 6:00 P.M. at the, City Council Chambers at the Mary Lovell LeVan Renaissance Center, Monticello, Iowa, and

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby schedule Public Hearing on the proposed 2023/2024 budget for the 20th day of March 2023 at 6:00 p.m. to be held in the City Council Chambers at the Mary Lovell LeVan Renaissance Center in Monticello, Iowa.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto.
Done this 20th day of February, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 2/07/2023
Preparer: Sally Hinrichsen



Agenda Item: # 4
Agenda Date: 2/20/2023

Communication Page

Agenda Items Description: **Resolution** to approve standard Residential Tax Abatement related to property located at 903 Northridge Drive, Monticello

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Abatement Application filed by Christopher & Sarah Bone related to residential improvements constructed at 903 Northridge Drive, Monticello, Iowa

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

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

The City of Monticello, Iowa

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

RESOLUTION

Approving Christopher and Sarah Bone Tax Abatement
Application related to Residential Improvements
constructed at 903 Northridge Drive, Monticello, Iowa

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

WHEREAS, Christopher and Sarah Bone has completed and filed an Application for Tax Abatement related to residential property located at 903 Northridge Drive, and

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Christopher and Sarah Bone as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of January 17, 2023 and being signed by Christopher Bone and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20th day of February, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 02/15/2023
Preparer: Russell Farnum



Agenda Item: # 5
Agenda Date: 02/20/2023

Communication Page

Agenda Items Description: Resolution Approving engagement letter with Dorsey & Whitney LLP related to role as bond counsel for the General Obligation borrowing to fund certain capital projects

Type of Action Requested: Motion

Attachments & Enclosures:

Letter of Engagement

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

Synopsis: The legal firm Dorsey and Whitney LLP serves as the City’s bond counsel, and advises the City on all of its debt. In order to issue a General Obligation Corporate Purpose Bond (“GO Bond”) this year, the City must enter into a formal Letter of Engagement with the firm.

For the upcoming \$2 million anticipated GO Bond, Dorsey and Whitney LLP will charge not more than \$13,000 in legal fees.

Recommendation: A motion to approve is recommended.

The City of Monticello, Iowa

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

RESOLUTION

Approving engagement letter with Dorsey & Whitney LLP related to role as bond counsel for the General Obligation borrowing to fund certain capital projects

WHEREAS, The City of Monticello is desirous of contracting with Dorsey & Whitney LLP to assist the City as bond counsel related to the General Obligation borrowing to fund certain capital projects, and

WHEREAS, Dorsey & Whitney LLP has proposed an Engagement Letter that sets out various terms and provisions related to the services they will provide and proposed fees to assist the City with regard to the bond counsel related to the General Obligation borrowing to fund certain capital projects, and

WHEREAS, The City Council finds that engaging with Dorsey & Whitney LLP consistent with the terms of the engagement letter is in the best interests of the City, that the bond counsel related to the General Obligation borrowing to fund certain capital projects, and execution of the proposed Engagement Letter should be approved.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Monticello, Iowa does hereby approve of the proposed Engagement Letter and authorizes City Staff to work with Dorsey & Whitney LLP moving forward, consistent with the terms of the engagement letter and of this Resolution.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20th day of February, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

February 14, 2023

VIA E-MAIL

Sally Hinrichsen
City Clerk/City Hall
Monticello, Iowa

Re: Monticello, Iowa
2023 General Obligation Corporate Purpose Bonds

Dear Sally:

I am writing to explain our role as bond counsel for the City's proposed General Obligation borrowing to fund certain capital projects. It is our understanding that the City will issue General Obligation bonds (the "Bonds") in the approximate principal amount of \$2,000,000 into the municipal bond market through a competitive sale to be facilitated by PFM Municipal Advisors, LLC, the City's municipal advisor (the "Municipal Advisor").

As bond counsel, it is our responsibility to provide legal representation to the City with respect to the authorization of the issuance of the Bonds. In serving the City as bond counsel, we will prepare appropriate resolutions, notices, agreements, filings and closing certificates, consult with the Municipal Advisor and undertake such additional duties as we deem necessary to help the City through this transaction. At closing of the Bond issue, assuming the proper conditions are in place, we will deliver our bond counsel opinion that (1) the Bonds are valid and binding general obligations of the City, and (2) the interest paid on the Bonds will be excluded from gross income for federal income tax purposes.

In performing our services as bond counsel, our sole client in this matter will be the City of Monticello. We will not represent any other party in this financing and it is mutually understood that the services to be provided by us as described herein are solely for the benefit of the City.

It is important to note that we have not been engaged to serve as "disclosure counsel" to the City, which would cover in-depth legal work with respect to securities law regulations related to the Bonds and the official statement which will be drafted to facilitate their sale. This means that while we will review and comment on the portions of the official statement that are pertinent to our role as bond counsel (particularly tax related matters, state law authority related matters and collateralization related matters), we will not engage in a due diligence process to (i) investigate the accuracy of financial data contained therein, or (ii) to discover any bond holder risks that are unknown to us. Furthermore, we will not be giving a legal opinion with respect to any aspects of the official statement. **Please be aware that we are available to provide these additional services should the City desire to expand the scope of our representation.** Please let me know if you would like to discuss this.

Page 2

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake, (iii) the time we anticipate devoting to the projects, and (iv) the responsibilities we assume, we estimate that our fees and expenses for serving as bond counsel will not exceed \$13,000.

After this arrangement is approved on behalf of the City, please have this letter executed in the space below and either fax an executed copy of this letter to our office at (515) 283-1060 or scan and email an executed copy to lemke.susan@dorsey.com. If you have questions, please call me.

We look forward to working with you. Thank you for the opportunity to serve the City.

Best regards,



John P. Danos

JPD/sl

I understand and agree to the arrangements stated above.

CITY OF MONTICELLO, IOWA

BY: _____
Mayor

Date: _____

ATTEST: _____
City Clerk

Date: _____

City Council Meeting
Prep. Date: 02/15/2023
Preparer: Russell Farnum



Agenda Item: # 6
Agenda Date: 02/20/2023

Communication Page

Agenda Items Description: **Resolution** setting the date for a public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,500,000

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution

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

Synopsis: At the February 6 City Council meeting, Council discussed issuance of the next General Obligation (“GO”) Bond, which will occur sometime in the coming 12-month period. The first payment on the GO Bond will be in FY23/24. In order to issue said bond, a payment will need to be included in the FY 23/24 budget, and the appropriate public hearing must be held prior to adoption of that budget.

The bond discussed would be in the amount of \$2 million dollars, but to be safe we are recommending a “Not to Exceed \$2.5 Million”, and would go toward the **6th Street Ditch**, painting the **south Water Tower**, and repairing **Chestnut Street** between 2nd and 4th Streets. This bond will be issued as other bonds are getting paid off, the overall impact upon the property tax rate from issuing this bond will increase the debt levy from 2.36 to 2.50.

This action simply sets the GO Bond public hearing for March 6, and will ultimately let the City issue bond sometime in the future. It does not commit the Council to issuing the bond at all, should the project pricing get too high, or if the Council chooses not to proceed with the bond option.

Recommendation: A motion to approve is recommended.

MINUTES TO SET DATE FOR HEARING
ON PROPOSAL TO ENTER INTO A
LOAN AGREEMENT

435926-35

Monticello, Iowa

February 20, 2023

The City Council of the City of Monticello, Iowa, met on February 20, 2023, at 6:00 o'clock p.m., at the Monticello Renaissance Center, 220 E. 1st Street, in the City. The Mayor presided and the roll was called showing the following members of the City Council present and absent:

Present: _____

Absent: _____.

Council Member _____ introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the City Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

•••••

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

RESOLUTION NO.

Resolution setting the date for a public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,500,000

WHEREAS, the City of Monticello (the “City”), in Jones County, State of Iowa, proposes to enter into a General Obligation Corporate Purpose Loan Agreement (the “Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$2,500,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of (a) constructing street and storm water drainage improvements, including incidental water system, sanitary sewer system and utility relocation improvements; (b) acquiring and installing street lighting and signage improvements; and (c) undertaking water tower painting and maintenance (the “Projects”), and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Loan Agreement and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Monticello, Iowa, as follows:

Section 1. The City Council shall meet on March 6, 2023, at the Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa, at 6:00 o’clock p.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once, not less than four (4) and not more than twenty (20) days before the date of said meeting, in a legal newspaper with a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$2,500,000

(GENERAL OBLIGATION)

The City Council of the City of Monticello, Iowa, will meet on March 6, 2023, at the Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa, at 6:00 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into a Loan Agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$2,500,000 for the purpose of paying the cost, to that extent, of (a) constructing street and storm water drainage improvements, including incidental water system, sanitary sewer system and utility relocation improvements; (b) acquiring and installing street lighting and signage improvements; and (c) undertaking water tower painting and maintenance.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Monticello, Iowa.

Sally Hinrichsen
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Projects which are reasonably estimated to cost approximately \$2,500,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Projects have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its approval and adoption, as provided by law.

Passed and approved February 20, 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk

,

ATTESTATION CERTIFICATE

STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for additional action on the City's proposal to enter into a certain loan agreement, as referred to therein.

WITNESS MY HAND this _____ day of _____, 2023.

Sally Hinrichsen, City Clerk

ORGANIZATION CERTIFICATE

STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS:

I, the undersigned City Clerk, do hereby certify that the City of Monticello is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that the City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

David Goedken, Mayor

Russell Farnum, City Administrator

Sally Hinrichsen, City Clerk

Chris Lux, Council Member/Mayor Pro Tem

Brenda Hanken, Council Member

Candy Langerman, Council Member

Scott Brighton, Council Member

Tom Yeoman, Council Member

Wayne Peach, Council Member

WITNESS MY HAND this _____ day of _____, 2023.

Sally Hinrichsen, City Clerk

PUBLICATION CERTIFICATE

(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavit and have verified that the notice was published on the date indicated in the affidavit but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, do hereby certify that pursuant to the resolution of the City Council fixing a date of meeting at which it is proposed to take action to enter into a certain loan agreement, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this _____ day of _____, 2023.

Sally Hinrichsen, City Clerk

(Attach here the publisher's original affidavit with the clipping of the notice, as published.)

City Council Meeting
Prep. Date: 02/15/2023
Preparer: Russell Farnum



Agenda Item: # 7
Agenda Date: 02/20/2023

Communication Page

Agenda Items Description: Resolution Approving \$1,500.00 Credit against the Carter Balentine’s utility billing for the property located at 418 East First Street

Type of Action Requested: Resolution					
Attachments & Enclosures: Application for Sewer Credit	Fiscal Impact: Budget Line Item: <table border="1"><tr><td> </td></tr></table> Budget Summary: <table border="1"><tr><td> </td></tr></table> Expenditure: <table border="1"><tr><td> </td></tr></table> Revenue: <table border="1"><tr><td> </td></tr></table>				

Synopsis: Carter Balentine suffered a water service line break on Thanksgiving weekend that flooded the basement of the home at 418 E 1st Street. This is the small home on the alley near the former “Mission Cup Coffee” building. The resulting charges were over \$1900 for the sewer portion of the overall water bill.

Background: The City Council recently adopted Resolution 2023-22, allowing for up to a \$1,500 credit to the sewer bill in instances where a water line break or malfunction had resulted in large water use, but where the large volume of water did not go down the sanitary sewer and therefore, was not processed by the sewage treatment facility.

Balentine’s meter shows a water use of 1499 gallons within 4 days, resulting in a charge of \$1,947.12 for the sewer portion of the bill. In this case, the water line feeding the water heater broke, and water dumped on the floor of the basement over Thanksgiving weekend. The water was used, so it is recommended that the City still charge for that (\$531.14). However, the water filled the basement (there is no drain) and eventually ran out over the ground. When the situation was discovered by the owners, the basement was pumped out, draining the remaining water over land and not into the sewer.

This request meets the criteria for a sanitary credit, including the following:

- a. The water usage on which the sewer fees were based, and for which a credit is requested, did not enter the sanitary sewer system.
- b. A break or malfunction caused the water usage for which the credit is being requested.
- c. The credit requested exceeds \$100.00.

- d. The credit will not exceed \$1,500.00.
- e. This is the only credit ever granted to this owner, household, or property.

Recommendation: A motion to approve is recommended.

The City of Monticello, Iowa

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

RESOLUTION #

Approving \$1,500.00 Credit against the Carter Balentine's utility billing for the property located at 418 East First Street

WHEREAS, The City of Monticello has received a request for a credit against the utility account of Carter Balentine, and

WHEREAS, The Council finds that the water usage at the Balentine residence exceed normal usage during the months of November and the beginning of December, 2022, and

WHEREAS, The Council finds that the City has been informed that the high usage was tied to burst pipe attached to the water heater, with water leaking into the basement and had to be pumped out a window, and

WHEREAS, The monthly sewer bill on this account would be approximately \$19.36, justifying a credit in the total amount of \$1,500.00 (\$1,947.12 total currently invoiced, which is over the maximum allowable amount)

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve a \$,1500.00 credit against Carter Balentine's utility account.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20th day of February, 2022.

Dave Goedken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

Copy

CUSTOMER REQUEST
SEWER BILL CREDIT
CITY OF MONTICELLO
200 EAST FIRST STREET
MONTICELLO, IOWA 52310
(319)465-3577

Name: Carter Balentine

Address: 418 E 1st St Monticello, IA

Account No. _____

Contact Person: Carter Balentine Phone No. 319-651-7310

Description of Leak: Water was leaking from a burst pipe attached to the water heater & spraying for several days before found.

Repairs Made: Water shut off in home & at city stop
Date: 12/2/2022

Plumber: Jordan Richardson

CUSTOMER REQUEST

I hereby request an adjustment to my sewer bill due to a leak in my plumbing system. I verify that I have not received any previous adjustments to my sewer bill. I acknowledge that I will not qualify for any future adjustments to my sewer bill due to leaks in my plumbing system.

Customer Signature: _____ Date: 12-14-2022

Customer Signature: _____ Date: _____

CITY AUTHORIZATION

Reviewed and Accepted - Credit Authorization for \$ _____

- Attachments: 1. Copy of Plumber's Bill No Bill
- 2. Calculation of Credit _____
- 3. Print out of adjustment page _____

Mayor Date

City Administrator Date

NOT RECORDED
DATE 1-11-23

Plumber's Verification
To
City of Monticello, Iowa

Plumber: Jordan Richardson
Address: 749 Breckenridge Dr
Phone: 319-480-6435

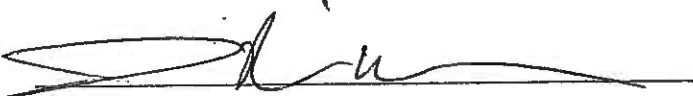
Customer Name: Carter Balentine
Customer Address: 418 E 1st St Monticello

The following repairs have been made to the above address to repair a leak in the plumbing system:

Water shut off in home & at City stop.

I verify that these leaks were not caused by the owner's negligence, in my opinion.

A copy of my invoice is attached. no invoice

Plumber's Signature: 
Print Name: Jordan Richardson
Date: 1-11-23

UNOFFICIAL COPY
 PRINTED 12/23/22 10:11:11

UTILITY BILLING BILLING REGISTER
 SERVICE: CYCLE:

ACCOUNT NO/CUSTOMER NAME		NON-UPDATE		CONSUMPT E	CURRENT	TAX	ARREARS	DUE
FROM	TO SV MET DEMAND	MULTI	PREVIOUS PRESENT					
203240003 CARTER BALENTINE		418 E 1ST ST			FINAL			
12/05/22	12/31/22 ER*		0 0	0		7.00	7.00	
12/05/22	12/31/22 GA*		0 0	0		22.98	22.98	
12/05/22	12/31/22 ST*		0 0	0		3.50	3.50	
12/05/22	12/31/22 SW*		1499 0	0		1947.12	1947.12	
12/05/22	12/31/22 WA*		1499 0	0		531.14	531.14	
12/05/22	12/31/22 YW*		0 0	0		2.33	2.33	
						<u>2514.07</u>	<u>2514.07</u>	

The January 1, 2023 billing for this residence was for 150,000 gallons of water. Normal usage for this property is the minimum, as the house is vacant at this time. The minimum monthly combined billing is \$57.08, of which \$19.36 is sewer.

UTILITY BILLING BILLING REGISTER
SERVICE: CYCLE:

ACCOUNT NO/CUSTOMER NAME				NON-UPDATE							
FROM	TO	SV MET	DEMAND	MULTI	PREVIOUS	PRESENT	CONSUMPT E	CURRENT	TAX	ARREARS	DUE
203240003 CARTER BALENTINE				418 E 1ST ST			FINALED THIS BILLING PERIOD				
10/31/22	12/05/22	ER			0	0	0	7.00		5.61	12.61
10/31/22	12/05/22	GA			0	0	0	22.98		18.43	41.41
10/31/22	12/05/22	ST			0	0	0	3.50	.25	3.01	6.76
11/01/22	12/05/22	SW			1349	1499	150000	1947.12		18.73	1965.85
11/01/22	12/05/22	WA			1349	1499	150000	632.54	37.95	6.46	676.95
10/31/22	12/05/22	YW			0	0	0	2.33	.16	2.00	4.49
								=====	=====	=====	=====
								2615.47	38.36	54.24	2708.07

Normal sewer cost would be minimum \$ 22.59 for this time period (35 days). = \$ 1924.41 OVER REFUND \$500 MAX ?

\$19.34 / month

City Council Meeting
Prep. Date: 2/15/2023
Preparer: Jacob Oswald



Agenda Item: # 8
Agenda Date: 02/20/2023

Communication Page

Agenda Items Description: Resolution Approving the hiring of up to three Park and Recreation summer staff and setting wage

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis:
Parks and Recreation Department to hire 3 seasonal staff.

Background Information:
Duties include, but are not limited to, weeding flower beds, weed whipping, removal of trash, cleaning park shelters, water trees/plants/flower beds, public restroom maintenance and field preparation/maintenance. Positions to receive \$15/hr. not to exceed 40 hours per week.

Staff Recommendation:
To approve hiring of seasonal staff.

The City of Monticello, Iowa

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

RESOLUTION

Approving the hiring of up to three Park and Recreation summer staff and setting wage

WHEREAS, Monticello Park and Recreation desires to hire three summer seasonal staff. Their duties include, but are not limited to, weeding flower beds, weed whipping, removal of trash, cleaning park shelters, water trees/plants/flower beds, public restroom maintenance and field preparation/maintenance within the City, and

WHEREAS, The City Administrator and Park and Recreation Director recommends hiring summer staff, to work under the supervision of the Park and Recreation Director, and

WHEREAS, The Park and Recreation Director recommends hiring them for \$15.00/hour for the 2023 season, and

WHEREAS, The City Administrator recommends the wages for the Park and Recreation staff, as noted above and

NOW, THEREFORE, The Council hereby approves the wage of \$15.00/hour for the Park and Recreation summer staff, as noted above.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20th day of February 2023.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

Agenda Item #9

Ice Rink Report

2022

Set-up

Job	Staff Needed	Hours
Sweep out/hose down shelter floor	2	2
Setting up boarder	2	1
Installing tarp	4	2
Filling (12,000-15,000 gallons) – using fire truck	2	2
Filling using garden hose	1	Multiple days
Removing Snow (shovel)	1-2	1/snow event

*Had to fill it multiple times due to holes in the tarp. Was never able to get a good surface down.

*Could only use fire truck if temperatures were about 30 degrees.

Tear Down

Job	Staff Needed	Hours
Remove wall to drain	1	1
Remove all walls	2	1
Flatten out tarp to hose off	2	2
Roll up tarp	2	1
Unroll at shop to hose off back side	2	2
Allow to dry inside		overnight
Roll back up for storage	2	1

2023

Set-Up

Job	Staff Needed	Hours
Scratch field	1	1
Build barrier	2	1
Filling (2,000-3,000 gallons) - tank	2	4
Filling – fire hydrant	2	30 minutes/
Removing Snow (toolcat)	1	5-10 minutes

*Have had to fill multiple times due to increase of temperatures

*Filling with tank took 2 people. Outside temps were near -15.

Tear Down

Job	Staff Needed	Hours
Groom field	1	1

Feb 5th received complaint of
~~the~~ roff Ice went down to Ice
skating site. Ice was very uneven
and hard like air pockets not fit
to skate on and it was a very
nice weekend

It snowed on the 9th the snow
was not removed. It was another
nice weekend with no skating
~~but they ma~~

~~They were t~~

City Council Meeting
Prep. Date: 2/13/2023
Preparer: Sally Hinrichsen



Agenda Item: # 10 - 18
Agenda Date: 2/20/2023

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Reports / Potential Actions:

- 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