

# City of Monticello, Iowa

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Posted on March 16, 2023 at 2:00 p.m.

Monticello City Council Meeting March 20, 2023 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

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

|  |          |         |
|--|----------|---------|
| <b>Approval</b> of Council Mtg. Minutes        | March    | 6, 2023 |
| <b>Approval</b> of Payroll                     | March    | 9, 2023 |
| <b>Approval</b> of Bill List                   |          |         |
| <b>Approval</b> of Treasurer's Report          | February | 2023    |
| <b>Approval</b> of Eagles Club alcohol license |          |         |

## **Resolutions:**

1. **Resolution** to approve final reimbursement for Community Catalyst Building Remediation Grant available through the Iowa Economic Development Authority for improvements at 103 West Street

2. **Resolution** To Acknowledge the hiring of Monticello Library seasonal employee and setting wage
3. **Resolution** Approving the hiring of Aquatics Coordinator and Park and Recreation internship staff and setting wage

**Ordinances:**

4. **Ordinance** Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Section to Chapter 23, Park and Recreation Board Section 23.08 Accounting of Park and Recreation Checking Account - 2<sup>nd</sup> reading
5. **Ordinance** Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Section to Chapter 180, Signage Regulations, Section 180.30 Special Sign Provisions for Buildings in the Main Street District (1st reading or, 1st, 2<sup>nd</sup> and 3<sup>rd</sup> readings)

**Reports / Potential Actions:**

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

**Executive Sessions:**

15. **Closed Session** To discuss a real estate transaction pursuant to Iowa Code Section 21.5(1)(j)
16. **Closed Session** to discuss strategy with counsel in matters involving litigation pursuant to Iowa Code Section 21.5(1)(c)

**Work Sessions:**

17. Work Session

**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: March 20, 2023 Council Meeting

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86597439339>

Meeting ID: 865 9743 9339

One tap mobile

+13126266799,,86597439339# US (Chicago)

+16465588656,,86597439339# US (New York)

Dial by your location

+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

+1 309 205 3325 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

Meeting ID: 865 9743 9339

Find your local number: <https://us02web.zoom.us/j/86597439339>

Regular Council Meeting  
March 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, Scott Brighton and Tom Yeoman. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Police Chief Britt Smith, Library Director Faith Brehm, Water /Wastewater Superintendent Jim Tjaden and Public Works Director Nick 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.

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

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

Mayor Goedken opened the public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement. Staff received no written comments. No oral or written comments were received. Mayor closed the Public Hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement.

Yeoman moved to approve Resolution #2023-37 taking additional action on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and providing for the levy of taxes to pay the same, Langerman seconded, roll call unanimous, except Hanken who voted nay.

Mayor Goedken opened the public hearing on Vacating a portion of the Cherry Street Right-of-Way. Staff received no written comments. No oral or written comments were received. Mayor closed the Public Hearing on Vacating a portion of the Cherry Street Right-of-Way.

Langerman moved to approve Resolution #2023-38 Vacating a portion of the Cherry Street Right-of-Way and transferring same to the adjacent property owner, Peach seconded. Farnum advised the adjacent property owner has been maintaining this lot for years, however City could not just give the property to them. Staff recommended Council collect between \$100.00 and \$1000.00 for the lot. Langerman amended her motion to approve Resolution #2023-38 Vacating a portion of the Cherry Street Right-of-Way and transferring same to the adjacent property owner, with a purchase price of \$100.00, Lux seconded. Roll call was unanimous.

Smith advised the Council approved the Communication Services Agreement that included the NetMotion user license fees, which Jones County has decided to remove from the agreement. Lux moved to approve Resolution #2023-39 Approving revised Agreement for Communication Services Between Jones County, Jones County Sheriff, and City of Monticello. Hanken seconded. Roll call was unanimous.

Smith asked Council to recognize the promotion of Officer Brian Tate to Sergeant and approve the wage as established in the current employment agreement of \$32.08/hour. Brighton moved to approve Resolution #2023-40 to approve the Promotion of Officer Brian Tate to Sergeant and setting wage of Sergeant position. Peach seconded. Roll call was unanimous.

Brighton stated the Park and Recreation department will be doing the baseball and softball programs and tournaments, as MYBSA plans to disband. In order to get referees to work the tournaments, they need to be paid after the tournaments. Lux moved to approve Resolution #2023-41 Authorizing the Park & Recreation Director to Make Immediate Payments Prior to Council Approval, Langerman seconded. Roll call unanimous.

Peach moved to approve Resolution #2023-42 Approving Petty Cash Limits for Aquatic Center, Library, Berndes Center, Youth & Adult Tournaments and City Hall. Hanken seconded. Roll call unanimous.

Lux moved to approve Resolution #2023-43 Approving Plat of Survey to Parcel 2023-09 for Property located at 21464 River Road. Brighton seconded. Roll call unanimous.

Staff reported Senate File 181 (SF181) was signed into law by Governor Reynolds on February 20, 2023 and it was recommended to wait for the revised valuations before proceeding with the budget process. The signing of SF181 into law has affected the city budget process in a few ways. First is that the rollback on residential property is being lowered from 56.4919% to 54.6501%. This will result in a reduction in taxable valuation in the residential, commercial, industrial and railroad property classes. This means that the amount of property tax dollars that you can get at the same rate will be lower than under the previous taxable valuation. Yeoman moved to approve Resolution #2023-44 to re-schedule budget Public Hearing on the City of Monticello 2023/2024 Fiscal Year budget for April 3, 2023 at 6:00 p.m. Hanken seconded. Roll call was unanimous.

Monticello Main Street Director, Brian Wolken reported he has been working with some downtown businesses and they would like to change the City Code regarding signage in the downtown area. They would like City to allow blade signs and luminated signs. The group has been looking at other community ordinances and a sign company from the Dubuque area. Frank Mere, Muddy Boots owner, advised that they are currently not allowed to install a blade sign. Peach advised if they are planning to allow LED lighted signs to be sure they are RF free. Wolken asked for Council to allow them to look at the changes and bring back their recommendations or proposed ordinance for the Council to consider. Brighton moved to allow Monticello Main Street to work on proposed changes to the City Code on signage and bring their proposed changes to the Council for review. Hanken seconded. Roll call was unanimous.

Brighton introduced and moved Ordinance #759 Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Section to Chapter 23, Park and Recreation Board Section 23.08 Accounting of Park and Recreation Checking Account, first reading in title only. Lux seconded. Roll call was unanimous.

Farnum reported the AWOS at the airport was hit by lighting but it is insured.

Farnum reported Mediacom is planning to have line removed from the poles by Dollar Fresh by mid-May and then Alliant will remove the poles. Once the poles are removed Dollar Fresh can finish the landscaping.

Farnum advised all the equipment except for the DVD taping is in for the stop light at First and Main Street intersection. Kahler has directed the electrician to start the wiring and cable installation.

Farnum advised City staff and attorney continue to work with the insurance company of the person that hit the stop light at Oak and Main Street intersection.

Farnum stated he received an email this evening from the DNR approving the plans for the wastewater treatment facility. He will send that to the USDA and wait for their approval to go out for bids. USDA is waiting on attorney to return some papers also.

Farnum continues to work on various other projects.

Hinrichsen reported spending a lot of time working on the budget and the changes made with SF181 being signed by the Governor.

Brehm updated Council on several activities going on at the Library in the next two weeks, which will be busy with school spring break.

Council held a budget work session, reviewing the changes with proposed bond issue, proposed new full time staff members for Public Works and Water/Sewer departments were removed from the budget. Park Department moved part the full-time staff pay to contract staffing and deleted the rest from the budget. Staff discussed changes to the budget with passage of SF181 legislation and the loss of taxable valuation for Monticello.

Council took a short break until 7:15 P.M. Lux moved to go into a closed session to discuss strategy with counsel in matters involving litigation pursuant to Iowa Code Section 21.5(1)(c), Langerman seconded. Roll call was unanimous.

Peach moved to go back into open session, Langerman seconded. Roll call was unanimous. No action was taken.

Peach moved to adjourn at until 8:07 P.M.

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David Goedken, Mayor

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Sally Hinrichsen, City Clerk/Treasurer

# PAYROLL - MARCH 9, 2023

| DEPARTMENT             | GROSS PAY                          | OT PAY           | COMP HRS.<br>ACCRUED | COMP<br>TOTAL | NET PAY             |
|------------------------|------------------------------------|------------------|----------------------|---------------|---------------------|
| <b>AMBULANCE</b>       | <b>February 20 - March 5, 2023</b> |                  |                      |               |                     |
| Devin Arduser          | \$ 144.00                          | \$ -             | 0.00                 | 0.00          | \$ 124.04           |
| Brian Bronemann        | 1,186.00                           | -                | 0.00                 | 0.00          | 940.15              |
| Abigale Frisch         | 561.60                             | -                | 0.00                 | 0.00          | 483.76              |
| Jacob Gravel           | 1,712.00                           | -                | 1.50                 | 29.00         | 1,265.01            |
| Mason Hanson           | 268.40                             | -                | 0.00                 | 0.00          | 231.20              |
| Ron Herman, Jr.        | 336.00                             | -                | 0.00                 | 0.00          | 289.17              |
| Mary Intlekofer        | 1,952.00                           | -                | 0.00                 | 52.25         | 1,365.76            |
| Nick Kahler            | 24.00                              | -                | 0.00                 | 0.00          | 20.65               |
| Lori Lynch             | 2,178.40                           | -                | 0.00                 | 0.00          | 1,507.33            |
| Coletta Matson         | 1,952.00                           | -                | 1.50                 | 1.50          | 1,469.06            |
| Mandy Norton           | 382.63                             | -                | 0.00                 | 0.00          | 313.91              |
| Kaleb Payne            | 1,872.00                           | -                | 0.00                 | 12.00         | 1,482.69            |
| Shannon Poe            | 176.00                             | -                | 0.00                 | 0.00          | 141.61              |
| Curtis Wyman           | 2,289.80                           | 577.80           | 0.00                 | 42.25         | 1,561.90            |
| <b>TOTAL AMBULANCE</b> | <b>\$ 15,034.83</b>                | <b>\$ 577.80</b> | <b>3.00</b>          | <b>137.00</b> | <b>\$ 11,196.24</b> |
| <b>CEMETERY</b>        | <b>February 20 - March 5, 2023</b> |                  |                      |               |                     |
| Dan McDonald           | \$ 1,846.67                        | \$ 58.67         | 0.00                 | 0.38          | \$ 1,361.06         |
| <b>TOTAL CEMETERY</b>  | <b>\$ 1,846.67</b>                 | <b>\$ 58.67</b>  | <b>0.00</b>          | <b>0.38</b>   | <b>\$ 1,361.06</b>  |
| <b>CITY HALL</b>       | <b>February 20 - March 5, 2023</b> |                  |                      |               |                     |
| Cheryl Clark           | \$ 1,816.00                        | \$ -             | 1.50                 | 20.25         | \$ 1,248.60         |
| 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            |
| <b>TOTAL CITY HALL</b> | <b>\$ 9,890.67</b>                 | <b>\$ -</b>      | <b>1.50</b>          | <b>20.25</b>  | <b>\$ 6,493.96</b>  |
| <b>FIRE</b>            |                                    |                  |                      |               |                     |
| 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              |
| <b>TOTAL FIRE</b>      | <b>\$ 560.00</b>                   | <b>\$ -</b>      | <b>0.00</b>          | <b>0.00</b>   | <b>\$ 506.81</b>    |
| <b>LIBRARY</b>         | <b>February 20 - March 5, 2023</b> |                  |                      |               |                     |
| Faith Brehm            | \$ 1,615.38                        | \$ -             | 0.00                 | 0.00          | \$ 1,233.91         |
| Molli Hunter           | 1,184.00                           | -                | 0.00                 | 0.00          | 937.89              |
| Penny Schmit           | 1,405.61                           | -                | 0.00                 | 0.00          | 775.55              |
| <b>TOTAL LIBRARY</b>   | <b>\$ 4,204.99</b>                 | <b>\$ -</b>      | <b>0.00</b>          | <b>0.00</b>   | <b>\$ 2,947.35</b>  |
| <b>MBC</b>             | <b>February 20 - March 5, 2023</b> |                  |                      |               |                     |
| Keegan Arduser         | \$ 1,384.62                        | \$ -             | 0.00                 | 0.00          | \$ 1,072.19         |
| Jacob Oswald           | 2,193.88                           | -                | 0.00                 | 0.00          | 1,668.50            |
| <b>TOTAL MBC</b>       | <b>\$ 3,578.50</b>                 | <b>\$ -</b>      | <b>0.00</b>          | <b>0.00</b>   | <b>\$ 2,740.69</b>  |
| <b>POLICE</b>          | <b>February 20 - March 5, 2023</b> |                  |                      |               |                     |
| Peter Fleming          | \$ 1,749.60                        | \$ -             | 0.00                 | 0.25          | \$ 1,274.43         |
| Dawn Graver            | 2,540.80                           | -                | 0.00                 | 0.00          | 1,851.92            |
| Erik Honda             | 2,583.84                           | -                | 0.00                 | 29.25         | 1,942.65            |

# PAYROLL - MARCH 9, 2023

| DEPARTMENT                | GROSS PAY                          | OT PAY             | COMP HRS.<br>ACCRUED | COMP<br>TOTAL | NET PAY             |
|---------------------------|------------------------------------|--------------------|----------------------|---------------|---------------------|
| Blaine Kamp               | 2,583.84                           | -                  | 0.00                 | 19.00         | 1,953.04            |
| Jordan Koos               | 2,899.13                           | 253.77             | 0.00                 | 26.00         | 1,983.73            |
| 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            |
| <b>TOTAL POLICE</b>       | <b>\$ 20,067.79</b>                | <b>\$ 253.77</b>   | <b>0.00</b>          | <b>91.75</b>  | <b>\$ 14,712.81</b> |
| <b>ROAD USE</b>           | <b>February 20 - March 5, 2023</b> |                    |                      |               |                     |
| Zeb Bowser                | \$ 1,788.00                        | \$ -               | 2.25                 | 13.25         | \$ 1,276.24         |
| Nick Kahler               | 2,238.39                           | -                  | 0.00                 | 0.00          | 1,546.97            |
| TJ Nealson                | 1,792.80                           | 64.80              | 0.00                 | 36.75         | 1,374.92            |
| Jasper Scott              | 1,796.38                           | 8.38               | 0.00                 | 0.13          | 1,255.58            |
| <b>TOTAL ROAD USE</b>     | <b>\$ 7,615.57</b>                 | <b>\$ 73.18</b>    | <b>2.25</b>          | <b>50.13</b>  | <b>\$ 5,453.71</b>  |
| <b>SEWER</b>              | <b>February 18 - March 3, 2023</b> |                    |                      |               |                     |
| Tim Schultz               | \$ 2,112.35                        | \$ 76.35           | 0.00                 | 20.63         | \$ 1,485.36         |
| Jim Tjaden                | 2,576.92                           | -                  | 0.00                 | 0.00          | 1,887.44            |
| <b>TOTAL SEWER</b>        | <b>\$ 4,689.27</b>                 | <b>\$ 76.35</b>    | <b>0.00</b>          | <b>20.63</b>  | <b>\$ 3,372.80</b>  |
| <b>WATER</b>              | <b>February 18 - March 3, 2023</b> |                    |                      |               |                     |
| Scott Hagen               | \$ 1,848.00                        | \$ -               | 0.00                 | 54.00         | \$ 1,464.29         |
| <b>TOTAL WATER</b>        | <b>\$ 1,848.00</b>                 | <b>\$ -</b>        | <b>0.00</b>          | <b>54.00</b>  | <b>\$ 1,464.29</b>  |
| <b>TOTAL - ALL DEPTS.</b> | <b>\$ 69,336.29</b>                | <b>\$ 1,039.77</b> | <b>6.75</b>          | <b>374.14</b> | <b>\$ 50,249.72</b> |



## CLAIMS REPORT

| VENDOR NAME                     | REFERENCE                          | AMOUNT    | VENDOR<br>TOTAL | CHECK# | CHECK<br>DATE |
|---------------------------------|------------------------------------|-----------|-----------------|--------|---------------|
| GENERAL                         |                                    |           |                 |        |               |
| POLICE DEPARTMENT               |                                    |           |                 |        |               |
| AARON'S AUTOMOTIVE LLC          | PD VEHICLE OPERATING               | 222.38    |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY       | PD COMPUTER SUPPORT FEES           | 84.10     |                 |        |               |
| LYNCH DALLAS, P.C.              | PD ATTORNEY FEES                   | 92.50     |                 |        |               |
| DAVID B MCNEILL                 | PD BLDG REPAIR/MAINT               | 88.56     |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT | PD FUEL                            | 1,003.80  |                 |        |               |
| MONTICELLO EXPRESS INC          | PD SUPPLIES                        | 507.00    |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 110 POLICE DEPARTMENT TOTAL        | 1,998.34  |                 |        |               |
| STREET LIGHTS                   |                                    |           |                 |        |               |
| ALLIANT ENERGY-IES              | 416 E SECOND STREETLIGHTS          | 233.60    |                 |        |               |
| LASLEY ELECTRIC LLC             |                                    | 1,414.74- |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 230 STREET LIGHTS TOTAL            | 1,181.14- |                 |        |               |
| AQUATIC CENTER                  |                                    |           |                 |        |               |
| JONES CO ENVIRONMENTAL SERVICE  | POOL FOOD SERVICE LICENSE          | 150.00    |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 440 AQUATIC CENTER TOTAL           | 150.00    |                 |        |               |
| CEMETERY                        |                                    |           |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT | CEMETERY FUEL                      | 159.90    |                 |        |               |
| TRI COUNTY PROPANE LLC          | CEMETERY UTILITIES                 | 551.30    |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 450 CEMETERY TOTAL                 | 711.20    |                 |        |               |
| SOLDIER'S MEMORIAL BOARD        |                                    |           |                 |        |               |
| LASLEY ELECTRIC LLC             | SLDR MEM BLDG REPAIR/MAINT         | 353.69    |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 498 SOLDIER'S MEMORIAL BOARD TOTAL | 353.69    |                 |        |               |
| ENGINEER                        |                                    |           |                 |        |               |
| SNYDER & ASSOCIATES, INC        | ENGINEERING FEES                   | 867.50    |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 640 ENGINEER TOTAL                 | 867.50    |                 |        |               |
| ATTORNEY                        |                                    |           |                 |        |               |
| LYNCH DALLAS, P.C.              | ATTORNEY FEES                      | 630.00    |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 641 ATTORNEY TOTAL                 | 630.00    |                 |        |               |
| CITY HALL/GENERAL BLDGS         |                                    |           |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY       | CH MISC CONTRACT WORK              | 390.20    |                 |        |               |
| JOHN DEERE FINANCIAL            | CH BUILDING SUPPLIES               | 14.98     |                 |        |               |
| LASLEY ELECTRIC LLC             | CH BLDG REPAIR/MAINT               | 707.37    |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 650 CITY HALL/GENERAL BLDGS TOTAL  | 1,112.55  |                 |        |               |
|                                 |                                    | -----     |                 |        |               |
|                                 | 001 GENERAL TOTAL                  | 4,642.14  |                 |        |               |

## CLAIMS REPORT

| VENDOR NAME                        | REFERENCE                       | AMOUNT   | VENDOR<br>TOTAL | CHECK# | CHECK<br>DATE |
|------------------------------------|---------------------------------|----------|-----------------|--------|---------------|
| MONTICELLO BERNDES CENTER<br>PARKS |                                 |          |                 |        |               |
| ALLIANT ENERGY-IES                 | MBC ELECTRIC                    | 1,006.31 |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY          | MBC OFFICE SUPPLIES             | 31.20    |                 |        |               |
| JONES CO ENVIRONMENTAL SERVICE     | MBC FOOD SERVICE LICENSE        | 150.00   |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT    | MBC FUEL                        | 103.25   |                 |        |               |
| MONTICELLO SCHOOL FOUNDATION       | MBC DAMAGE DEPOSIT REFUND       | 200.00   |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 430                                | PARKS TOTAL                     | 1,490.76 |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 005                                | MONTICELLO BERNDES CENTER TOTAL | 1,490.76 |                 |        |               |
| FIRE<br>FIRE                       |                                 |          |                 |        |               |
| CNH CAPITAL                        | FIRE EQUIP REPAIR/MAINT         | 2,577.16 |                 |        |               |
| FIRE SERVICE TRAINING BUREAU       | FIRE TRAINING - TAYLOR          | 100.00   |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY          | FIRE COMPUTER SUPPORT FEES      | 74.00    |                 |        |               |
| JOHN DEERE FINANCIAL               | FIRE SUPPLIES                   | 33.48    |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT    | FIRE FUEL                       | 239.79   |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 150                                | FIRE TOTAL                      | 3,024.43 |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 015                                | FIRE TOTAL                      | 3,024.43 |                 |        |               |
| AMBULANCE<br>AMBULANCE             |                                 |          |                 |        |               |
| BOUND TREE MEDICAL, LLC            | AMB MEDICAL SUPPLIES            | 226.81   |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY          | AMB DATA PROCESSING             | 26.40    |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT    | AMB FUEL                        | 1,510.60 |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 160                                | AMBULANCE TOTAL                 | 1,763.81 |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 016                                | AMBULANCE TOTAL                 | 1,763.81 |                 |        |               |
| LIBRARY IMPROVEMENT<br>LIBRARY     |                                 |          |                 |        |               |
| FAREWAY STORES #840-1              | LIB IMP PROGRAMS/PROMOTIONS     | 5.00     |                 |        |               |
| MONTICELLO CHAMBER OF COMMERCE     | LIB IMP PROGRAMS/PROMOTIONS     | 15.00    |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 410                                | LIBRARY TOTAL                   | 20.00    |                 |        |               |
|                                    |                                 | -----    |                 |        |               |
| 030                                | LIBRARY IMPROVEMENT TOTAL       | 20.00    |                 |        |               |
| LIBRARY<br>LIBRARY                 |                                 |          |                 |        |               |
| CULLIGAN TOTAL WATER -             | LIB BUILDING SUPPLIES           | 6.00     |                 |        |               |
| JOHN DEERE FINANCIAL               | LIB BUILDING SUPPLIES           | 24.45    |                 |        |               |
| LASLEY ELECTRIC LLC                | LIB BLDG REPAIR/MAINT           | 353.68   |                 |        |               |
| MONTICELLO EXPRESS INC             | LIB OFFICE SUPPLIES             | 4.00     |                 |        |               |

| VENDOR NAME                     | REFERENCE                  | AMOUNT   | VENDOR<br>TOTAL | CHECK# | CHECK<br>DATE |
|---------------------------------|----------------------------|----------|-----------------|--------|---------------|
|                                 | 410 LIBRARY TOTAL          | 388.13   |                 |        |               |
|                                 | 041 LIBRARY TOTAL          | 388.13   |                 |        |               |
| AIRPORT                         |                            |          |                 |        |               |
| AIRPORT                         |                            |          |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT | AIRPORT FUEL               | 203.51   |                 |        |               |
| NEXT GENERATION PLBG & HTG LLC  | AIRPORT BLDG REPAIR/MAINT  | 210.00   |                 |        |               |
| TRI COUNTY PROPANE LLC          | AIRPORT UTILITIES          | 888.00   |                 |        |               |
|                                 | 280 AIRPORT TOTAL          | 1,301.51 |                 |        |               |
|                                 | 046 AIRPORT TOTAL          | 1,301.51 |                 |        |               |
| ROAD USE                        |                            |          |                 |        |               |
| STREETS                         |                            |          |                 |        |               |
| ALLIANT ENERGY-IES              | STOP SIGNS - N MAIN ST     | 39.63    |                 |        |               |
| AUTO TECH INC                   | RU EQUIP REPAIR/MAINT      | 20.22    |                 |        |               |
| BRIAN CROWLEY                   | RU EQUIP REPAIR/MAINT      | 370.00   |                 |        |               |
| W.W. GRAINGER, INC              | RU SUPPLIES                | 113.94   |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY       | RU SUPPLIES                | 9.90     |                 |        |               |
| JOHN DEERE FINANCIAL            | RU BOOTS - NEALSON         | 180.76   |                 |        |               |
| MITCHELL LAKE STAHLBERG         | RU EQUIP REPAIR/MAINT      | 120.07   |                 |        |               |
| LAPORTE MOTOR SUPPLY            | RU SUPPLIES                | 149.05   |                 |        |               |
| MIDWEST WHEEL COMPANIES         | RU EQUIP REPAIR/MAINT      | 492.81   |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT | RU FUEL                    | 1,554.54 |                 |        |               |
| UNITY POINT CLINIC -            | RU OSHA - BOWSER           | 42.00    |                 |        |               |
|                                 | 210 STREETS TOTAL          | 3,092.92 |                 |        |               |
| SNOW REMOVAL                    |                            |          |                 |        |               |
| BEHREND'S CRUSHED STONE         | RU SNOW REMOVAL            | 971.55   |                 |        |               |
|                                 | 250 SNOW REMOVAL TOTAL     | 971.55   |                 |        |               |
|                                 | 110 ROAD USE TOTAL         | 4,064.47 |                 |        |               |
| PARK IMPROVEMENT                |                            |          |                 |        |               |
| CAPITAL PROJECTS                |                            |          |                 |        |               |
| LASLEY ELECTRIC LLC             | PARK IMP - AUSTIN STRONG   | 1,677.97 |                 |        |               |
| JENNI LUENSMANN                 | SOFTBALL TOURNAMENT REFUND | 325.00   |                 |        |               |
|                                 | 750 CAPITAL PROJECTS TOTAL | 2,002.97 |                 |        |               |
|                                 | 313 PARK IMPROVEMENT TOTAL | 2,002.97 |                 |        |               |
| CAPITAL IMPROVEMENT             |                            |          |                 |        |               |

## CLAIMS REPORT

| VENDOR NAME                                  | REFERENCE                     | AMOUNT   | VENDOR<br>TOTAL | CHECK# | CHECK<br>DATE |
|--|-------------------------------|----------|-----------------|--------|---------------|
| CAPITAL PROJECTS<br>HDR ENGINEERING INC      | CAP IMP 2021 TAXIWAY/APRON    | 3,220.80 |                 |        |               |
|  | 750 CAPITAL PROJECTS TOTAL    | 3,220.80 |                 |        |               |
| STORM WATER FUND<br>SNYDER & ASSOCIATES, INC | SIXTH STREET DITCH PROJECT    | 1,838.75 |                 |        |               |
|  | 865 STORM WATER FUND TOTAL    | 1,838.75 |                 |        |               |
|  | 332 CAPITAL IMPROVEMENT TOTAL | 5,059.55 |                 |        |               |
| WATER  |                               |          |                 |        |               |
| WATER  |                               |          |                 |        |               |
| AMERICAN WATER WORKS ASSOCIATI               | WATER DUES                    | 418.00   |                 |        |               |
| DAKOTA SUPPLY GROUP INC                      | WATER EQUIP REPAIR/MAINT      | 152.00   |                 |        |               |
| STATE HYGIENIC LABORATORY                    | WATER LAB TESTS               | 54.00    |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY                    | WATER DATA PROCESSING         | 18.90    |                 |        |               |
| JOHN DEERE FINANCIAL                         | WATER BOOTS - NEALSON         | 77.99    |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT              | WATER FUEL                    | 146.84   |                 |        |               |
| MUNICIPAL SUPPLY INC                         | WATER SUPPLIES                | 63.24    |                 |        |               |
| SPAHN & ROSE LUMBER CO INC                   | WATER BLDG REPAIR/MAINT       | 1,050.09 |                 |        |               |
| HD SUPPLY, INC                               | WATER LAB SUPPLIES            | 412.85   |                 |        |               |
|  | 810 WATER TOTAL               | 2,393.91 |                 |        |               |
|  | 600 WATER TOTAL               | 2,393.91 |                 |        |               |
| CUSTOMER DEPOSITS                            |                               |          |                 |        |               |
| WATER  |                               |          |                 |        |               |
| JENNIFER & JUSTIN REINIER                    | WATER DEPOSIT REFUND          | 150.00   |                 |        |               |
|  | 810 WATER TOTAL               | 150.00   |                 |        |               |
|  | 602 CUSTOMER DEPOSITS TOTAL   | 150.00   |                 |        |               |
| SEWER  |                               |          |                 |        |               |
| SEWER  |                               |          |                 |        |               |
| ALLIANT ENERGY-IES                           | 1105 E 1ST ST                 | 2,556.16 |                 |        |               |
| STATE HYGIENIC LABORATORY                    | SEWER LAB TESTS               | 840.50   |                 |        |               |
| INFRASTRUCTURE TECHNOLOGY                    | SEWER DATA PROCESSING         | 7.40     |                 |        |               |
| JOHN DEERE FINANCIAL                         | SEWER SUPPLIES                | 33.42    |                 |        |               |
| MONTICELLO COMM SCHOOL DISTRICT              | SEWER FUEL                    | 146.87   |                 |        |               |
| TRI COUNTY PROPANE LLC                       | SEWER UTILITIES               | 2,175.79 |                 |        |               |
| HD SUPPLY, INC                               | SEWER LAB SUPPLIES            | 412.86   |                 |        |               |
|  | 815 SEWER TOTAL               | 6,173.00 |                 |        |               |
|  | 610 SEWER TOTAL               | 6,173.00 |                 |        |               |

## CLAIMS REPORT

| VENDOR NAME          | REFERENCE                  | AMOUNT    | VENDOR<br>TOTAL | CHECK# | CHECK<br>DATE |
|----------------------|----------------------------|-----------|-----------------|--------|---------------|
| SANITATION           |                            |           |                 |        |               |
| SANITATION           |                            |           |                 |        |               |
| JOHN DEERE FINANCIAL | SANITATION BOOTS - NEALSON | 50.00     |                 |        |               |
| REPUBLIC SERVICES    | DUMPSTER COLLECTIONS       | 12,587.36 |                 |        |               |
|                      |                            | -----     |                 |        |               |
|                      | 840 SANITATION TOTAL       | 12,637.36 |                 |        |               |
|                      |                            |           |                 |        |               |
|                      |                            | -----     |                 |        |               |
|                      | 670 SANITATION TOTAL       | 12,637.36 |                 |        |               |
|                      |                            |           |                 |        |               |
|                      |                            | =====     |                 |        |               |
|                      | Accounts Payable Total     | 45,112.04 |                 |        |               |

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

|     | FUND NAME                 | AMOUNT    |
|-----|---------------------------|-----------|
| 001 | GENERAL                   | 4,642.14  |
| 005 | MONTICELLO BERNDEN CENTER | 1,490.76  |
| 015 | FIRE                      | 3,024.43  |
| 016 | AMBULANCE                 | 1,763.81  |
| 030 | LIBRARY IMPROVEMENT       | 20.00     |
| 041 | LIBRARY                   | 388.13    |
| 046 | AIRPORT                   | 1,301.51  |
| 110 | ROAD USE                  | 4,064.47  |
| 313 | PARK IMPROVEMENT          | 2,002.97  |
| 332 | CAPITAL IMPROVEMENT       | 5,059.55  |
| 600 | WATER                     | 2,393.91  |
| 602 | CUSTOMER DEPOSITS         | 150.00    |
| 610 | SEWER                     | 6,173.00  |
| 670 | SANITATION                | 12,637.36 |
|     | -----                     |           |
|     | TOTAL FUNDS               | 45,112.04 |

| Fund                            | Activity                     | Beginning Fund Balance | Revenue   | Interest Earned | Transfers In | Expenses  | Transfers Out | Ending Fund Balance | Cash on Hand | Clerk's      |                      | Investments |             | Ending Fund Balance |        |
|---------------------------------|------------------------------|------------------------|-----------|-----------------|--------------|-----------|---------------|---------------------|--------------|--------------|----------------------|-------------|-------------|---------------------|--------|
|                                 |                              |                        |           |                 |              |           |               |                     |              | Cash In Bank | Clerk's Cash In Bank | Investments | Investments |                     |        |
| GENERAL FUNDS:                  | General                      | 1035345.57             | 145647.40 | 8553.15         |              | 132156.40 | 20723.75      | 1036665.97          | 775.00       | 239682.59    | 796208.38            |             |             | 1036665.97          |        |
|                                 | Soldiers Memorial Board      | 11870.80               | 75.00     |                 |              | 143.82    |               | 11801.98            |              |              |                      | 11801.98    |             | 11801.98            |        |
|                                 | Monticello Berndes Center    | 46380.79               | 6840.34   | 149.44          |              | 14804.18  |               | 38566.39            | 100.00       | 8169.03      | 30297.36             |             |             | 38566.39            |        |
|                                 | Dare                         | 6825.40                |           | 19.19           |              | 100.00    |               | 6744.59             |              | 6744.59      |                      |             |             | 6744.59             |        |
|                                 | Canine                       | 5477.13                |           | 15.40           |              |           |               | 5492.53             |              | 5492.53      |                      |             |             | 5492.53             |        |
|                                 | Insurance Fund               | 46723.20               |           | 157.88          |              | 322.07    |               | 46559.01            |              | 5002.34      | 41556.67             |             |             | 46559.01            |        |
|                                 | Monticello Trees Forever     | 29898.60               |           |                 |              |           |               | 29982.64            |              | 29982.64     |                      |             |             | 29982.64            |        |
|                                 | Fire                         | 178494.75              |           | 596.69          |              | 3335.81   |               | 175755.63           |              | 27124.76     | 148630.87            |             |             | 175755.63           |        |
|                                 | Ambulance Operating          | 143627.65              | 36780.68  | 457.53          | 9583.37      | 45508.22  |               | 144941.01           |              | 60720.20     | 84220.81             |             |             | 144941.01           |        |
|                                 | Hotel/Motel Tax Fund         | 36162.17               | 5098.02   | 101.65          |              | 15000.00  |               | 26361.84            |              | 26361.84     |                      |             |             | 26361.84            |        |
|                                 | Earl F Lehmann Trust         | 238.49                 |           |                 |              |           |               | 238.49              |              |              |                      | 238.49      |             |                     | 238.49 |
|                                 | Street Bond                  | 500.00                 |           |                 |              |           |               | 500.00              |              | 500.00       |                      |             |             | 500.00              |        |
|                                 | Police Improvement           | 870.94                 | 537.00    | 2.45            |              |           |               | 1410.39             |              | 1410.39      |                      |             |             | 1410.39             |        |
|                                 | Library Improvement          | 43716.92               | 2300.00   | 143.46          |              | 460.57    |               | 45699.81            |              | 13483.46     | 32216.35             |             |             | 45699.81            |        |
|                                 | Library                      | 52357.90               | 179.64    | 156.78          | 11140.38     | 10367.86  |               | 53466.84            | 75.00        | 38021.04     | 15370.80             |             |             | 53466.84            |        |
| SPECIAL REVENUE FUNDS:          | Equipment Set-A-Side         | 61297.37               |           | 209.69          |              |           |               | 61507.06            |              | 2983.42      | 58523.64             |             |             | 61507.06            |        |
|                                 | Super Mac                    | 21428.04               |           | 69.91           |              | 1623.19   |               | 19874.76            |              | 4715.93      | 15158.83             |             |             | 19874.76            |        |
|                                 | Airport                      | 139396.05              | 3002.92   | 424.66          |              | 6626.89   |               | 136196.74           |              | 84807.99     | 51388.75             |             |             | 136196.74           |        |
|                                 | Revolving Loan Fund          | 43337.40               |           | 139.40          |              |           |               | 43476.80            |              | 15957.05     | 27519.75             |             |             | 43476.80            |        |
|                                 | Road Use Tax                 | 350246.03              | 46307.95  |                 |              | 36098.72  |               | 360455.26           |              | 60881.69     | 299573.57            |             |             | 360455.26           |        |
| DEBT SERVICE FUNDS:             | Road Use Set-a-Side          | 82625.59               |           | 285.21          |              |           |               | 82910.80            |              | 0.06         | 82910.74             |             |             | 82910.80            |        |
|                                 | Employee Benefits            | 281039.72              | 1791.92   |                 |              | 39001.11  |               | 243830.53           |              | 5560.57      | 238269.96            |             |             | 243830.53           |        |
|                                 | TIF Tax Collections          | 494389.00              | 1508.23   | 396.64          |              |           |               | 496293.87           |              | 269278.81    | 227015.06            |             |             | 496293.87           |        |
|                                 | Slavka Gehret Trust          | 205921.20              |           | 708.79          |              |           |               | 206629.99           |              | 3208.30      | 203421.69            |             |             | 206629.99           |        |
|                                 | Police Forfeiture Acct       | 4.93                   |           |                 |              |           |               | 4.93                |              | 4.93         |                      |             |             | 4.93                |        |
| PERMANENT FUNDS:                | Debt Service                 | 336286.56              | 1308.51   | 1087.24         |              |           |               | 336682.31           |              | 16480.94     | 322201.37            |             |             | 336682.31           |        |
|                                 | TIF - Debt Payments          | 0.00                   |           |                 |              |           |               | 0.00                |              |              |                      |             |             | 0.00                |        |
|                                 | ARPA Grant                   | 592371.15              |           | 2044.89         |              |           |               | 594416.04           |              | 594416.04    |                      |             |             | 594416.04           |        |
|                                 | Park Improvements            | 73374.85               | 8445.00   | 227.97          |              |           |               | 82047.82            |              | 43418.65     | 38629.17             |             |             | 82047.82            |        |
|                                 | Library Capital Improvements | 14279.22               |           | 40.14           |              |           |               | 14319.36            |              | 14319.36     |                      |             |             | 14319.36            |        |
| ENTERPRISE FUNDS:               | Ambulance Improvements       | 152095.61              | 130.00    | 485.78          |              |           |               | 152711.39           |              | 61534.09     | 91177.30             |             |             | 152711.39           |        |
|                                 | TIF Projects                 | 0.00                   |           |                 |              |           |               | 0.00                |              |              |                      |             |             | 0.00                |        |
|                                 | Cemetery Improvements        | 20546.11               | 326.00    | 680.31          |              |           |               | 21552.42            |              | 711.77       | 20840.65             |             |             | 21552.42            |        |
|                                 | Capital Improvements         | 73136.50               |           | 211.57          |              | 95025.66  |               | -21677.59           |              | -31063.82    | 9386.23              |             |             | -21677.59           |        |
|                                 | Low Income Housing           | 15732.08               | 6680.00   | 64.30           |              |           |               | 15796.38            |              | 15796.38     |                      |             |             | 15796.38            |        |
|                                 | Baty Disc Golf Course        | 2243.02                |           | 6.42            |              |           |               | 8929.44             |              | 8745.48      | 183.96               |             |             | 8929.44             |        |
|                                 | Mary Maxine Redmond Trust    | 6983.95                |           | 23.96           |              |           |               | 7007.91             |              | 223.59       | 6784.32              |             |             | 7007.91             |        |
|                                 | Pocket Park                  | 10033.70               |           | 31.12           |              |           |               | 10064.82            |              | 4882.88      | 5181.94              |             |             | 10064.82            |        |
|                                 | Cemetery Perpetual Care      | 177410.30              | 366.00    |                 |              |           |               | 177776.30           |              | 177776.30    |                      |             |             | 177776.30           |        |
|                                 | Charles S Bidwell Book Trust | 81319.35               |           | 280.59          |              |           |               | 81599.94            |              | 189.43       | 81410.51             |             |             | 81599.94            |        |
|                                 | Ioma Mary Baker Trust        | 37625.04               |           | 129.64          |              | 142.62    |               | 37612.06            |              | 234.84       | 37377.22             |             |             | 37612.06            |        |
|                                 | Water Operating              | 262094.43              | 29644.50  | 837.86          |              | 20914.15  |               | 271662.64           |              | 113373.30    | 158289.34            |             |             | 271662.64           |        |
|                                 | Customer Deposits            | 108145.16              | 1650.00   |                 |              | 500.00    |               | 109295.16           |              | 7722.60      | 101572.56            |             |             | 109295.16           |        |
|                                 | Water Capital Improvements   | 99842.91               | 4966.65   | 520.95          |              |           |               | 105330.51           |              | 47252.59     | 58077.92             |             |             | 105330.51           |        |
|                                 | Sewer Operating              | 1110102.46             | 93682.49  | 3452.74         |              | 32602.37  |               | 1174635.32          |              | 409277.28    | 765358.04            |             |             | 1174635.32          |        |
| Sewer Sinking                   | 50888.78                     |                        | 142.48    |                 |              |           | 50831.26      |                     | 50831.26     |              |                      |             | 50831.26    |                     |        |
| Sewer Capital Improvements      | 94885.19                     | 4966.66                | 476.27    |                 | 31551.00     |           | 68777.12      |                     | 58850.84     | 9926.28      |                      |             | 68777.12    |                     |        |
| Sanitation                      | 186357.28                    | 47322.75               | 541.68    |                 | 47606.98     |           | 186614.73     |                     | 105213.75    | 81400.98     |                      |             | 186614.73   |                     |        |
| Sanitation Capital Improvements | 8756.19                      |                        | 24.61     |                 |              |           | 8780.80       |                     | 8780.80      |              |                      |             | 8780.80     |                     |        |
| Yard Waste                      | 34678.50                     | 3557.50                | 113.65    |                 | 280.56       |           | 38069.09      |                     | 12595.88     | 25473.21     |                      |             | 38069.09    |                     |        |
| Storm Water Fund                | 54104.69                     | 6536.56                | 165.00    |                 | 439.09       |           | 60367.16      |                     | 40155.37     | 20211.79     |                      |             | 60367.16    |                     |        |
| AGENCY FUNDS                    | Self Funded Insurance        | 0.00                   | 603.10    |                 |              | 603.10    |               | 0.00                |              |              |                      |             |             | 0.00                |        |
|                                 | Flex Spending                | 3993.80                | 1053.88   |                 |              | 2895.73   |               | 2151.95             |              | 2151.95      |                      |             |             | 2151.95             |        |
|                                 | Enterprise Flex Spending     | 107.48                 |           |                 |              | 107.48    |               | 107.48              |              | 107.48       |                      |             |             | 107.48              |        |
| TOTAL OF ALL FUNDS              |                              | 6925369.95             | 461308.70 | 24261.13        | 20723.75     | 538110.10 | 20723.75      | 6872829.68          | 950.00       | 1886084.47   | 4973754.74           | 12040.47    | 0.00        | 6872829.68          |        |

Reviewed by: 

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

|   |                             |                              |
|---|-----------------------------|------------------------------|
| Bank Balance                            |                             |                              |
| General Checking                        | \$1,977,894.56              |                              |
| Property Tax & Water                    | \$4,973,754.74              |                              |
| Soldiers Memorial Ckg                   | \$11,801.98                 |                              |
| Earl F Lehmann Trust                    | \$238.49                    |                              |
| <br>Total Bank Balance                  |                             | <u>\$6,963,689.77</u>        |
| <br>Plus (Minus) Adjustment:            |                             |                              |
| Bank Charge/Error                       | <u>                    </u> |                              |
| <br>Total Adjustment                    |                             | <u>\$0.00</u>                |
| <br>Plus Outstanding Credit Card Pymt:  |                             |                              |
| Credit Card Payments                    | <u>\$893.21</u>             |                              |
| <br>Total Outstanding Credit Card Pymts |                             | <u>\$893.21</u>              |
| <br>Less Outstanding Checks:            |                             |                              |
| Financial/Payroll                       | \$92,703.30                 |                              |
| Soldiers Memorial                       | <u>                    </u> |                              |
| <br>Total Outstanding Checks            |                             | <u>\$92,703.30</u>           |
| <br>Plus Investments:                   |                             |                              |
| Time Certificates                       | \$0.00                      |                              |
| Petty Cash                              | <u>\$950.00</u>             |                              |
| <br>Total Investments                   |                             | <u>\$950.00</u>              |
| <br>Treasurer's Balance                 |                             | <u><u>\$6,872,829.68</u></u> |

Prepared By:

Sally Hinrichsen 3-13-2023  
Sally Hinrichsen, City Clerk

Reviewed by:

Russell Farnum  
Russell Farnum, City Administrator



City of Monticello  
Cash On Hand By Bank  
For February 28th, 2023



| Bank                              |                |               |               |                      |  |
|-----------------------------------|----------------|---------------|---------------|----------------------|--|
| Account type & number             | Amount         | Interest rate | Maturity date | Length of investment | Purpose  |
| <b>F &amp; M Bank</b>             |                |               |               |                      |  |
| Total by Bank                     | \$0.00         |               |               |                      |  |
| <b>Citizens State Bank</b>        |                |               |               |                      |  |
| Savings # 6025641                 | \$238.49       | 0.150         | N/A           |                      | Earl F Lehmann Trust<br>Soldier Memorial                         |
| Checking #394486                  | \$11,801.98    |               | N/A           |                      |  |
| Total by Bank                     | \$12,040.47    |               |               |                      |  |
| <b>Dutrac Credit Union</b>        |                |               |               |                      |  |
| Total by Bank                     | \$0.00         |               |               |                      |  |
| <b>Fidelity Bank &amp; Trust</b>  |                |               |               |                      |  |
| Total by Bank                     | \$0.00         |               |               |                      |  |
| <b>Ohnward Bank &amp; Trust</b>   |                |               |               |                      |  |
| General Ckg/Sweep #40002008       | \$1,977,894.56 | 1.83          | N/A           |                      | General Checking<br>General Savings                              |
| Property Tax & Water #40001992    | \$4,973,754.74 | 1.83          | N/A           |                      |  |
| Total by Bank                     | \$6,951,649.30 |               |               |                      |  |
| Total Cash on Hand- All Banks     | \$6,963,689.77 |               |               |                      |  |
| Plus Petty Cash                   | \$950.00       |               |               |                      | Clerk's Office, Library,<br>Aquatic Center and<br>Berndes Center |
| Adjust Bank Error                 | \$893.21       |               |               |                      |  |
| Plus Outstanding Credit Card Pymt | \$92,703.30    |               |               |                      |  |
| Less Outstanding Checks           | \$6,872,829.68 |               |               |                      |  |
| Treasurer's Balance               |                |               |               |                      |  |
|                                   |                |               |               |                      |  |
|                                   |                |               |               |                      |  |

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 2/2023, FISCAL 8/2023

| ACCOUNT TITLE               | LAST MONTH<br>END BALANCE | RECEIVED   | DISBURSED  | CHANGE IN<br>LIABILITY | ENDING<br>BALANCE |
|-----------------------------|---------------------------|------------|------------|------------------------|-------------------|
| 001 GENERAL                 | 1,035,345.57              | 154,200.55 | 152,880.15 | .00                    | 1,036,665.97      |
| 003 SOLDIER MEMORIAL FUND   | 11,870.80                 | 75.00      | 143.82     | .00                    | 11,801.98         |
| 005 MONTICELLO BERNDES CENT | 46,380.79                 | 6,989.78   | 14,804.18  | .00                    | 38,566.39         |
| 006 RECREATIONAL SET-A-SIDE | .00                       | .00        | .00        | .00                    | .00               |
| 007 TOURNAMENT CHECKING     | .00                       | .00        | .00        | .00                    | .00               |
| 008 DARE                    | 6,825.40                  | 19.19      | 100.00     | .00                    | 6,744.59          |
| 009 POLICE CANINE UNIT      | 5,477.13                  | 15.40      | .00        | .00                    | 5,492.53          |
| 010 INSURANCE               | 46,723.20                 | 157.88     | 322.07     | .00                    | 46,559.01         |
| 014 MONTICELLO TREES FOREVE | 29,898.60                 | 84.04      | .00        | .00                    | 29,982.64         |
| 015 FIRE                    | 178,494.75                | 596.69     | 3,335.81   | .00                    | 175,755.63        |
| 016 AMBULANCE               | 143,627.65                | 46,821.58  | 45,508.22  | .00                    | 144,941.01        |
| 018 HOTEL/MOTEL TAX         | 36,162.17                 | 5,199.67   | 15,000.00  | .00                    | 26,361.84         |
| 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      | 870.94                    | 539.45     | .00        | .00                    | 1,410.39          |
| 030 LIBRARY IMPROVEMENT     | 43,716.92                 | 2,443.46   | 460.57     | .00                    | 45,699.81         |
| 041 LIBRARY                 | 52,357.90                 | 11,476.80  | 10,367.86  | .00                    | 53,466.84         |
| 042 SPORTS COMPLEX          | .00                       | .00        | .00        | .00                    | .00               |
| 044 EQUIPMENT SET-A-SIDE    | 61,297.37                 | 209.69     | .00        | .00                    | 61,507.06         |
| 045 SUPER MAC FUND          | 21,428.04                 | 69.91      | 1,623.19   | .00                    | 19,874.76         |
| 046 AIRPORT                 | 139,396.05                | 3,427.58   | 6,626.89   | .00                    | 136,196.74        |
| 050 REVOLVING LOAN FUND     | 43,337.40                 | 139.40     | .00        | .00                    | 43,476.80         |
| 110 ROAD USE                | 350,246.03                | 46,307.95  | 36,098.72  | .00                    | 360,455.26        |
| 111 ROAD USE SETASIDE       | 82,625.59                 | 285.21     | .00        | .00                    | 82,910.80         |
| 112 EMPLOYEE BENEFITS       | 281,039.72                | 1,791.92   | 39,001.11  | .00                    | 243,830.53        |
| 125 TIF -SPECIAL REVENUE    | 494,389.00                | 1,904.87   | .00        | .00                    | 496,293.87        |
| 178 TRUST/SLAVKA GEHRET FUN | 205,921.20                | 708.79     | .00        | .00                    | 206,629.99        |
| 180 POLICE FORFEITURE       | 4.93                      | .00        | .00        | .00                    | 4.93              |
| 200 DEBT SERVICE            | 336,286.56                | 2,395.75   | .00        | .00                    | 338,682.31        |
| 225 TIF - DEBT              | .00                       | .00        | .00        | .00                    | .00               |
| 300 ARPA CAPITAL FUND       | 592,371.15                | 2,044.89   | .00        | .00                    | 594,416.04        |
| 313 PARK IMPROVEMENT        | 73,374.85                 | 8,672.97   | .00        | .00                    | 82,047.82         |
| 316 LIB CAPITAL IMPROVEMENT | 14,279.22                 | 40.14      | .00        | .00                    | 14,319.36         |
| 319 AMBULANCE IMPROVEMENT   | 152,095.61                | 615.78     | .00        | .00                    | 152,711.39        |
| 325 TIF PROJECT             | .00                       | .00        | .00        | .00                    | .00               |
| 326 TRUST/CEMETERY IMPROVEM | 20,546.11                 | 1,006.31   | .00        | .00                    | 21,552.42         |
| 328 FAMILY AQUATIC CENTER C | .00                       | .00        | .00        | .00                    | .00               |
| 332 CAPITAL IMPROVEMENT     | 73,136.50                 | 211.57     | 95,025.66  | .00                    | 21,677.59-        |
| 333 MYSBA CAPITAL FUND      | .00                       | .00        | .00        | .00                    | .00               |
| 336 LOW INCOME HOUSING FUND | 15,732.08                 | 64.30      | .00        | .00                    | 15,796.38         |
| 337 MDC FUNDS               | .00                       | .00        | .00        | .00                    | .00               |
| 338 BATY DISC GOLF COURSE   | 2,243.02                  | 6,686.42   | .00        | .00                    | 8,929.44          |
| 339 MARY MAXINE REDMOND TRU | 6,983.95                  | 23.96      | .00        | .00                    | 7,007.91          |
| 375 POCKET PARK             | 10,033.70                 | 31.12      | .00        | .00                    | 10,064.82         |
| 500 TRUST/CEMETERY PERPETUA | 177,410.30                | 366.00     | .00        | .00                    | 177,776.30        |
| 502 C.C. BIDWELL LIBRARY BO | 81,319.35                 | 280.59     | .00        | .00                    | 81,599.94         |
| 503 TRUST/IOMA MARY BAKER   | 37,625.04                 | 129.64     | 142.62     | .00                    | 37,612.06         |
| 600 WATER                   | 262,094.43                | 30,482.36  | 20,914.15  | .00                    | 271,662.64        |
| 601 WATER BOND SINKING      | .00                       | .00        | .00        | .00                    | .00               |
| 602 CUSTOMER DEPOSITS       | 108,145.16                | 1,650.00   | 500.00     | .00                    | 109,295.16        |
| 603 WATER IMPROVEMENT       | .00                       | .00        | .00        | .00                    | .00               |
| 604 WATER CAPITAL IMPROVEME | 99,842.91                 | 5,487.60   | .00        | .00                    | 105,330.51        |
| 610 SEWER                   | 1,110,102.46              | 97,135.23  | 32,602.37  | .00                    | 1,174,635.32      |

**TREASURER'S REPORT**  
**CALENDAR 2/2023, FISCAL 8/2023**

| ACCOUNT TITLE               | LAST MONTH<br>END BALANCE | RECEIVED   | DISBURSED  | CHANGE IN<br>LIABILITY | ENDING<br>BALANCE |
|-----------------------------|---------------------------|------------|------------|------------------------|-------------------|
| 611 SEWER RESERVE           | .00                       | .00        | .00        | .00                    | .00               |
| 612 SEWER SINKING           | 50,688.78                 | 142.48     | .00        | .00                    | 50,831.26         |
| 613 SEWER CAPITAL IMPROVEME | 94,885.19                 | 5,442.93   | 31,551.00  | .00                    | 68,777.12         |
| 614 SEWER IMPROVEMENT       | .00                       | .00        | .00        | .00                    | .00               |
| 670 SANITATION              | 186,357.28                | 47,864.43  | 47,606.98  | .00                    | 186,614.73        |
| 671 SANITATION CAPITAL IMPR | 8,756.19                  | 24.61      | .00        | .00                    | 8,780.80          |
| 675 YARD WASTE SITE         | 34,678.50                 | 3,671.15   | 280.56     | .00                    | 38,069.09         |
| 740 STORM WATER             | 54,104.69                 | 6,701.56   | 439.09     | .00                    | 60,367.16         |
| 820 INTERNAL REV SELF FUNDE | .00                       | 603.10     | 603.10     | .00                    | .00               |
| 950 FLEX SPENDING FUND      | 3,993.80                  | 1,053.88   | 2,895.73   | .00                    | 2,151.95          |
| 951 ENTERPRISE FLEX SPENDIN | 107.48                    | .00        | .00        | .00                    | 107.48            |
| Report Total                | 6,925,369.95              | 506,293.58 | 558,833.85 | .00                    | 6,872,829.68      |

City Council Meeting  
Prep. Date: 03/15/2023  
Preparer: Russell Farnum



Agenda Item: # 1  
Agenda Date: 03/20/2023

*Communication Page*

**Agenda Items Description:** Reimbursement of 2<sup>nd</sup> Half of Catalyst Building Grant for 103 W. 1<sup>st</sup> St (Compadres/Matt Kumley)

**Type of Action Requested:** Resolution

**Attachments & Enclosures:**

Resolution

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** The State granted the City a catalyst grant to rebuild the property at 103 W. 1<sup>st</sup> Street, and later entered into an agreement with Matt Kumley to do that restoration work, with the intent of building a restaurant and opening by this summer. In addition, the City agreed to sell Kumley the property for \$1,000.

Kumley has completed the work, opened as planned, and the City has previously authorized transferring the property to Kumley. The remaining step is closing out the grant payouts and documentation. Derek Lumsden of the Jones County Economic Development Corporation has handled this process for the City. Kumley has provided the necessary documentation of well over \$200,000 in expenses for the remodeling of the facility.

Lumsden recommends approval of the Resolution to reimburse Kumley for the expenses from the Catalyst Grant. The attached Resolution holds back \$1,000 still owed for the acquisition of the property. The State requires Council approval of the final draw and payout of the grant, and once this Resolution is approved and the grant is closed out, the deed will be recorded.

**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 #**

### **To approve final reimbursement for Community Catalyst Building Remediation Grant available through the Iowa Economic Development Authority for improvements at 103 West Street**

**WHEREAS**, The City Council has agreed to apply for the Community Catalyst Building Remediation Grant available through the Iowa Economic Development Authority with the maximum amount of \$100,000, with a \$50,000 cost share towards the project, to be used for improvements at 103 West First Street, and

**WHEREAS**, Matt Kumley had submitted invoices for the improvements and the City received the \$60,000 Project Mid-Point grant amount from the State of Iowa through the Iowa Economic Development Authority and the City reimbursed this payment to Kumley, and

**WHEREAS**, Jones County Economic Development Director Derek Lumsden has regularly been in contact with Matt Kumley about the Community Catalyst Building Remediation Grant through the Iowa Economic Development Authority, and Kumley has submitted, and Lumsden has reviewed the Project Final grant reimbursement of \$40,000 for the improvements. and

**WHEREAS**, The Council finds that the final reimbursement for Community Catalyst Building Remediation Grant available through the Iowa Economic Development Authority for improvements at 103 West Street should be submitted and same paid to Kumley for the other improvements and fulfillment of the terms of the Grant Agreement, except for \$1,000 owed to the City for the purchase of the property.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the final reimbursement for Community Catalyst Building Remediation Grant available through the Iowa Economic Development Authority for improvements at 103 West First Street, in the amount of \$40,000, less \$1,000 for the purchase of the Property at 103 West First Street.

**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 20<sup>th</sup> day of March, 2023.

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David Goedken, Mayor

*Attest:* \_\_\_\_\_  
Sally Hinrichsen, City Clerk/Treasurer

|  |                                       |                         |   |  |   |
|--|---------------------------------------|-------------------------|---|--|---|
| BUDGET FY  | <b>General Accounting Expenditure</b> |                         |   |  | DOCUMENT<br>NUMBER                                    |
|  | DATE<br><b>3/20/2023</b>              |                         | ACCTG PERIOD (mm/yy)  |  |   |
| VENDOR CODE<br><b>42-6004981</b>   |                                       |                         | AGENCY NAME   |  |   |
| VENDOR NAME AND ADDRESS<br><b>City of Monticello</b><br>200 E. 1st Street<br>Monticello IA 52310 |                                       |                         | BILL TO ADDRESS (ORDERING AGENCY)<br>Iowa Economic Development Authority<br>1963 Bell Avenue, Suite 200<br>Des Moines, IA 50315 |  | SHIP TO ADDRESS                                       |
| TERMS  |                                       | FOB                     | ORDER APPROVED BY   |  | GOODS RECEIVED/SERVICES<br>PERFORMED<br>DATE INITIALS |
| QUANTITY   |                                       | VENDOR'S INVOICE NUMBER |   |  |   |

|  | Line item   | Contract budget*           | Expenditures          |                    |                               |
|--|---|----------------------------|-----------------------|--------------------|-------------------------------|
|  |   |                            | Since Last Report (1) | Previous Total (2) | Cumulative Expenditures (1+2) |
|  | Project Expenses Eligible for Reimbursement<br><br>Grant Contract and approved budget in IowaGrants.gov<br><br>Project Name: Compadres Building<br>Project Address: 103 W. 1st Street | Up to \$<br><b>100,000</b> | <b>\$40,000</b>       | <b>\$60,000</b>    | <b>\$100,000</b>              |

|  |                                      |                   |
|--|--------------------------------------|-------------------|
| <b>CONTRACT NUMBER:</b> <b>21-CTBF-017</b> | <b>Funds Requested</b>               | <b>\$ 100,000</b> |
|  | <b>Less: Funds Requested to Date</b> | <b>\$60,000</b>   |
|  | <b>NET REQUEST</b>                   | <b>\$40,000</b>   |

DRAW # **2**

|  |  |  |  |
|--|--|--|--|
| <b>CLAIMANT'S CERTIFICATION</b><br>I CERTIFY THAT THE ITEMS FOR WHICH PAYMENT IS CLAIMED WERE FURNISHED FOR STATE BUSINESS UNDER THE AUTHORITY OF THE LAW AND THAT THE CHARGES ARE REASONABLE, PROPER, AND CORRECT, AND NO PART OF THIS CLAIM HAS BEEN PAID.<br><b>DATE:</b> <b>3/20/2023</b> <b>TITLE:</b> <b>Mayor</b> |  | <b>AGENCY CERTIFICATION</b><br>I CERTIFY THAT THE ABOVE EXPENSES WERE INCURRED AND THE AMOUNTS ARE CORRECT AND SHOULD BE PAID FROM THE FUNDS APPROPRIATED BY:<br><b>CODE OR CHAPTER SECTION(S)</b> |  |
| <b>CLAIMANT'S SIGNATURE:</b> Authorized Official for Grantee - i.e. City (Mayor) or MSI Program (Board Pres.)  |  | AUTHORIZED SIGNATURE   |  |

| THE FOLLOWING FIELDS ARE FOR STATE ACCOUNTING USE ONLY |      |                |     |         |               |              |               |           |              |                       |                 |                  |               |                |         |                 |                 |  |
|--|------|----------------|-----|---------|---------------|--------------|---------------|-----------|--------------|-----------------------|-----------------|------------------|---------------|----------------|---------|-----------------|-----------------|--|
| DOC TYPE (GAX)<br>GAX                                  |      | DOC NUMBER     |     |         |               | DOC DATE     |               | ACCTG PRD |              | BUDGET FY             | ACTION NEW/MOD  |                  | PO SHIP INSTR | GAX TYPE       | INT IND | INT SELLER FUND | INT SELLER AGCY |  |
| VENDOR CODE<br>Vendor FEIN                             |      |                |     |         | ADDR OVERRIDE |              | F/A INDICATOR |           | EFT IND<br>N | TEXT -po's only (Y/N) |                 | TEXT (po's only) |               |                |         |                 |                 |  |
| REF DOC TYPE   |      | REF DOC NUMBER |     |         |               | REF DOC LINE |               | COM LN    |              | VEND INVOICE #        |                 |                  |               | COMMODITY CODE |         |                 | GS CONTRACT     |  |
| LINE   | FUND | AGCY           | ORG | SUB ORG | ACTV          | FUNC         | OBJT          | SUB OBJT  | JOB NUMBER   | REP CAT               | QUANTITY/ UNITS | I/D              | DESCRIPTION   |                | AMOUNT  |                 | I/D             |  |
| 01   |      |                |     |         |               |              |               |           |              |                       |                 |                  |               |                |         |                 |                 |  |
| 02   |      |                |     |         |               |              |               |           |              |                       |                 |                  |               |                |         |                 |                 |  |

**DOCUMENT TOTAL** \$**GAX****WARRANT #****AUDITED BY****PAID DATE** \_\_\_\_\_

**City Council Meeting**  
**Prep. Date:** 3/16/2023  
**Preparer:** Sally Hinrichsen



**Agenda Item:** # 2  
**Agenda Date:** 03/20/2023

*Communication Page*

**Agenda Items Description:** Resolution To Acknowledge the hiring of Monticello Library seasonal employee and setting wage

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

**Attachments & Enclosures:**

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**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

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**Synopsis:**

The Library Board has approved the hire of 1 summer staff person for a maximum of 20 hours per week at \$10.00 an hour.

**Background Information:**

Library Director Faith Brehm will provide more details and answer any question you have on this position.

**Staff Recommendation:**

To Acknowledge the hiring of Monticello Library seasonal employee and setting wage, supported by Library Board.

# The City of Monticello, Iowa

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

## RESOLUTION #

To Acknowledge the hiring of Monticello Library  
seasonal employee and setting wage

**WHEREAS**, most City employees' wages are covered by a collective bargaining agreement where wages are pre-determined, and some are covered by employment agreements where wages and planned increases were bargained for and previously determined, and

**WHEREAS**, the Library seasonal staff are not covered by the Collective Bargaining Agreement and their wages are set by the Library Board, and

**WHEREAS**, the Library Board has approved hiring Library seasonal staff for 15 to 20 hours /week for the summer and with wage being \$10.00 per hour, and

**WHEREAS**, the Council recognizes that the Library Board is vested with the power to hire and set library staff wages and that the purpose of the Council approval of this Resolution is to acknowledge the hiring of seasonal staff and setting the wage; and to give direction to the City Payroll Clerk.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby acknowledge the hiring of seasonal wages noted herein.

**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 20<sup>th</sup> day of March, 2023.

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David Goedken, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer



City Council Meeting  
Prep. Date: 3/14/2023  
Preparer: Jacob Oswald



Agenda Item: # 3  
Agenda Date: 03/20/2023

### *Communication Page*

**Agenda Items Description:** Resolution Approving the hiring of Aquatics Coordinator and Park and Recreation internship staff and setting wage

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

**Attachments & Enclosures:**

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**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

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**Synopsis:**

Parks and Recreation Department to hire additional part time as discussed at the previous council work session on the budget.

**Background Information:**

In an effort to continue providing high quality programs and experiences, the Parks and Recreation Department seeks to fill the following positions. These request come following the removal of the proposed full-time staff member.

Aquatics Coordinator – Responsibilities would include: ensuring staff certifications, leading aquatic staff training, staff scheduling, pre-season and in-season in-services, develop/implement a variety of new aquatic programming, provide on-site supervision, manage daily operations of aquatic center, and other duties as assigned relative to the aquatic center, must be a certified lifeguard and possess Water Safety Instructor certification. Wage to be in the range of \$8,000-\$10,000, paid out as a monthly stipend from April-August, with potential for incentives and bonuses based on additional programming/'new' revenue. Examples of incentives/bonuses include additional \$250 for Lifeguard Instructor certification, a percentage (determined by Park and Recreation Director/Park Board) of registration or entry fee for new programs/events, not to exceed \$250/program or event. Funding for this position is currently in Salaries-MBC Staff. An amendment to the FY23 budget would need to be made in the amount of \$6,000 from MBC Staff to Pool Manager.

Internship – Responsibilities would include: assisting with planning/promoting/scheduling of various programs and special events, assisting with marketing and communication efforts, assisting with concession operations. Wage to be \$5,000, paid out as a monthly stipend from May-August. Potential for incentives and bonuses based on additional programming meeting goals set by Park and Recreation Director and Park Board. Examples of potential incentives include a percentage of registration/entry

fees for new programs/events, not to exceed \$250/program or event, percentage of sponsorship dollars raised for events/banner program (not to exceed \$1,000). Funding for this position is currently in Salaries-MBC Staff. An amendment would need to be made to carry over funds from FY23 to FY24 from the Salaries-MBC Staff line item. Funding for this position could also be taken from revenues generated from baseball and softball tournaments.

**Staff Recommendation:**

To approve hiring of additional part time staff, supported by Park Board.

# The City of Monticello, Iowa

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

## RESOLUTION #

Approving the hiring of Aquatics Coordinator and Park and  
Recreation internship staff and setting wage

**WHEREAS**, Monticello Park and Recreation Director desires to hire an Aquatics Coordinator. Their duties and responsibilities would include, but are not limited to, ensuring staff certifications, leading aquatic staff training, staff scheduling, pre-season and in-season in-services, develop/implement a variety of new aquatic programming, provide on-site supervision, manage daily operations of aquatic center, and other duties as assigned relative to the aquatic center, must be a certified lifeguard and possess Water Safety Instructor certification. Wage to be in the range of \$8,000-\$10,000, paid out as a monthly stipend from April-August, with potential for incentives and bonuses based on additional programming/'new' revenue, and

**WHEREAS**, Monticello Park and Recreation Director desires to hire an Internship. Their responsibilities would include, but are not limited to assisting with planning/ promoting/ scheduling of various programs and special events, assisting with marketing and communication efforts, assisting with concession operations. Wage to be \$5,000, paid out as a monthly stipend from May-August, and

**WHEREAS**, Monticello Park and Recreation Director discussed Aquatics Coordinator possible incentives could include additional \$250 for Lifeguard Instructor certification, a percentage (determined by Park and Recreation Director/Park Board) of registration or entry fee for new programs/events, not to exceed \$250/program or event, and

**WHEREAS**, Monticello Park and Recreation Director discussed Internship potential . Potential for incentives and bonuses based on additional programming meeting goals set by Park and Recreation Director and Park Board. Examples of potential incentives include a percentage of registration/entry fees for new programs/events, not to exceed \$250/program or event, percentage of sponsorship dollars raised for events/banner program (not to exceed \$1,000), and

**WHEREAS**, The City Administrator and Park and Recreation Director recommends hiring an Aquatics Coordinator and Park and Recreation internship staff , to work under the supervision of the Park and Recreation Director, and

**WHEREAS**, The Park and Recreation Board and Director recommends hiring staff, as noted above and

**NOW, THEREFORE,** The Council hereby approves hiring an Aquatics Coordinator and Park and Recreation internship staff and wage, 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 20<sup>th</sup> day of March 2023.

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David Goedken, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting  
Prep. Date: 03/15/2023  
Preparer: Sally Hinrichsen



Agenda Item: # 4  
Agenda Date: 03/20/2023

*Communication Page*

**Agenda Items Description:** Ordinance Adding New Section to Chapter 23, Park and Recreation Board Section 23.08 Accounting of Park and Recreation Checking Account

**Type of Action Requested:** Ordinance

**Attachments & Enclosures:**

Ordinance

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Park and Recreation Department requested a checking account to pay for umpires and officials for tournaments

**Background:** The Park and Recreation Department is taking back the youth softball and baseball activities, as MYBSA has decided to discontinue their organization.

**Recommendation:** A motion to approve second reading, is recommended.

## ORDINANCE NO. 759

An Ordinance Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Section to Chapter 23, Park and Recreation Board  
Section 23.08 Accounting of Park and Recreation Checking Account

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

Section 1: NEW SECTION. The Code of Ordinances of the City of Monticello, Iowa, is amended by adding the new Section 23.08, which is hereby adopted to read as follows:

23.08 ACCOUNTING. The accounting records of the Park and Recreation Checking Account shall consist of not less than the following:

1. Books of Original Entry. There shall be established and maintained books of original entry to provide a chronological record of cash received and disbursed.
2. Checks. Checks shall be prenumbered and signed by the Director of Park and Recreation or, in the Director of Park and Recreation's absence or inability to act, by the Park & Recreation Superintendent, following Council approval, except as provided by Subsection 4 hereof.
3. Budget Accounts. There shall be established such individual accounts to record receipts by source and expenditures by program and activity as will provide adequate information and control for budgeting purposes as planned and approved by the Council. Each individual account shall be maintained within its proper fund and so kept that receipts can be immediately and directly compared with revenue estimates and expenditures can be related to the authorizing appropriation. No expenditure shall be posted except to the appropriation for the function and purpose for which the expense was incurred.
4. Immediate Payment Authorized. The Council may by resolution authorize the Park and Recreation Director to issue checks for immediate payment of amounts due, which if not paid promptly would result in loss of discount, penalty for late payment or additional interest cost. Any such payments made shall be reported to the Council for review and approval with and in the same manner as other claims at the next meeting following such payment. The resolution authorizing immediate payment shall specify the type of payment so authorized and may include (but is not limited to) payment of umpire, referee and other officials.

**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 \_\_\_\_\_, 2023, and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
David Goedken, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk/Treasurer

First Reading: March 6, 2023

Second Reading:

Third Reading:

I certify that the foregoing was published as Ordinance # 759 on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Sally Hinrichsen, City Clerk/Treasurer

**City Council Meeting**  
**Prep. Date:** 03/15/2023  
**Preparer:** Russell Farnum



**Agenda Item:** # 5  
**Agenda Date:** 03/20/2023

*Communication Page*

**Agenda Items Description:** Ordinance Amending Signage Regulations, Chapter 180 of Municipal Code

**Type of Action Requested:** Ordinance

**Attachments & Enclosures:**

**Ordinance**

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** It has been an ongoing quest of many downtown business owners to allow for more variety and flexibility for business signs in the downtown (“Main Street Monticello”) area. Main Street Monticello Director Brian Wolken, Chamber Director Bobby Krum and City Administrator Russ Farnum worked with a small committee of interested property owners and sign companies to develop the attached amendment, which would allow for temporary sidewalk signs, projecting signs, wall signs and awnings or canopies specifically within the “Main Street Monticello” area.

**Background:** The City’s sign regulations do not allow for temporary sidewalk signs, nor for projecting signs. In most instances, such signs are generally not desirable; however, in a downtown situation, such signs are desirable and even necessary to communicate effectively in a pedestrian environment.

Further, wall signs are limited to one per business, or an additional sign if on a corner lot. This restriction doesn’t allow flexibility for multiple tenants or businesses in a “block” downtown, which may be located on a corner. There are other considerations for downtown areas as well, such as relating the size of the sign to the scale of the building (area of the wall), restrictions on illumination, and other considerations. These provisions would only apply within the “Main Street Monticello” geographic area, as shown on the attached map.

The ad-hoc committee met to develop the attached sign regulations. Members of the committee presented this proposal at the last Council meeting, and will be happy to discuss any questions or concerns that the Council may have.

**Recommendation:** A motion to approve is recommended. As an ordinance amendment, this will require a total of three readings, so any additional questions or concerns may be discussed further at subsequent Council meetings.



## **Ordinance #**

### **An Ordinance Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding New Section to Chapter 180 “Signage Regulations”, Section 180.30 Special Sign Provisions for Buildings in the Main Street District**

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

**SECTION 1.** Section 180 of the Code of Ordinances of the City of Monticello, Iowa, is hereby amended to add new Section 180.30, to wit:

#### **180.30 Special Sign Provisions for Buildings in the Main Street District**

For all Buildings and Businesses in the Main Street Monticello District (the “Main Street District”), the following special provisions shall apply. All signs allowed by this Section 180.30 shall also comply with 180.04, Design Standards, except for subsection 1 and 5 thereof.

**1. Temporary movable signs on public sidewalks.** Any proprietor of an establishment in the Main Street District, may display one (1) temporary movable sign on the sidewalk in front of said establishment, subject to the following provisions:

A. All such temporary signs must at all times maintain at least a two-foot (2') setback from the street curb.

B. In order to allow for the free passage of pedestrian traffic on the public sidewalk, a minimum of four feet (4') of unobstructed public sidewalk must be provided at all times. That unobstructed area may be between the storefront and the edge of the sign closest to the storefront, or the sign and any other obstruction to the free movement and ADA accessibility on the public sidewalk, including but not limited to, street furniture, light poles, tree wells, and car overhangs.

C. No such temporary movable sign shall be attached in any manner to the public sidewalk, or to any public fixtures within the right-of-way, including but not limited to, light poles, traffic signs, tables, chairs, or other fixtures, or on top of any temporary elevations such as fill material or snowbanks.

D. No such temporary sign shall exceed two and one-half feet (2½') in width and three and one-half feet (3½') in height as measured to the outer frame measurements and height measured from the natural grade of the sidewalk surface adjacent to such establishment.

E. No more than one such sign may be placed in front of any single store-front.

F. All such signs must be well-maintained and kept in good repair.

G. Temporary signs shall only be placed on the public sidewalk at times the business is open, and shall be removed from the public way during non-business hours.

**2. Projecting Sign (also called a Blade Sign):** A sign that is generally mounted perpendicular to the building wall by way of brackets or hanging supports. This type of sign does not include awning, canopy, or marquee signs. Due to the minimal setback of the buildings, in the Main Street district, projecting signs are allowed over the public right-of-way.

A. One projecting sign, per building frontage, per tenant is allowed.

B. All projecting signs shall not be less than seven and a half feet (7.5') from the bottom of the sign to the grade below.

C. No projecting sign mounted at less than 15 feet high shall extend away from the building wall to a point closer than two feet (2') to the back of the curb; as measured to the furthest edge of the sign.

D. Sign Area Allowed. The total area of all signs (wall and projecting signs) shall not exceed fifteen percent of the area of that frontage of the building. No projecting sign shall exceed an area of ten percent of the area of that frontage of the building. In multiple-tenant situations, the sign area for each tenant shall be calculated based upon the area of their individual storefront, unless otherwise directed in writing by the owner of the building. Only one face of a projecting sign shall be counted towards the allowed area for the individual sign, and the overall signage of a building or tenant frontage. No allowed sign area may be transferred to another side of the building.

E. Maximum Height. No projecting sign shall be located so as to extend above the parapet or roof line of a single-story building, or the top of the second story windows.

F. Design Load and Structure. The Projecting sign shall be designed to adhere to structural and load capacities for the Monticello area and of the building that it is attached. Structural and load calculations may be required prior to sign approval. All projecting signs shall be secured against excessive movement by wind or other forces.

G. Illumination. Unless restricted elsewhere in this ordinance, projecting signs may be externally or internally illuminated. If internally illuminated, all projecting signs shall be designed in such a manner that only the text, copy or graphic of the sign is illuminated, and the background is opaque. This may be accomplished with individual channel letters, halo lit letters, routed face with push through letters, or comparable design.

H. Shapes Encouraged. Complex shapes are encouraged for projecting signs rather than simple rectangle, square and circle shapes.

I. Icon Sign. An icon sign is a unique, three-dimensional object or sign that describes a business's product or services. As a three-dimensional sign, these signs will be treated as a projecting sign and must comply with those requirements, except those projecting less than 12" from the building wall are not required to maintain the 7.5-foot clearance from the sidewalk. One icon sign is allowed per business.

J. Nonconforming projecting signs that legally existed as of the date of adoption of this amendment (May \_\_2023??) may continue to be used, despite any change in panels. If said signs are removed, damaged, or failed to be maintained in a safe and structurally sound manner, the signs shall not be replaced except in conformity with this ordinance.

### **3. Building (Wall) Signs**

A. Sign Area Allowed. The total area of all signs (wall and projecting signs) shall not exceed fifteen percent of the area of that frontage of the building. No individual wall sign shall exceed an area of ten percent of the area of that frontage of the building. In multiple-tenant situations, the sign area for each tenant shall be calculated based upon the area of their individual storefront, unless otherwise directed in writing by the owner of the building. Only one face of a projecting sign shall be counted towards the overall signage of a building or tenant frontage. No allowed sign area may be transferred to another side of the building.

B. Number of Signs. Multiple wall signs shall be allowed on any visible wall, provided the total sign area shall not exceed that permitted above. Sign area is not transferable between building sides.

C. Multiple-tenant buildings and Multiple Building Blocks. In instances where multiple tenants share frontages in the same building, or multiple buildings are joined by common walls into a "Block", tenants may place wall signs on non-adjacent walls, with the written permission of the building owner on which the wall sign is to be placed. Said signs shall count toward the overall size of signs allowed on that frontage.

D. Awnings and Canopies. Awnings and Canopies shall be permitted above door and window openings in addition to permitted signage, whether or not the awnings include the display of business name, logo, or other identifying information. Awnings shall, however, be permitted in the same manner as signs. All awnings shall be installed with a minimum clearance of 7-1/2 feet above the sidewalk.

E. Illumination. Unless restricted elsewhere in this ordinance, wall signs may be externally or internally illuminated. If internally illuminated, all wall signs shall be designed in such a manner that only the text, copy or graphic of the sign is illuminated, and the background is opaque. This may be accomplished with individual channel letters, halo lit letters, routed face with push through letters, or comparable design.

### **4. Roof Signs**

Roof signs are allowed, but may only be placed on Mansard Roofs subject to the following:

- A. No roof sign shall be mounted lower than the bottom of the mansard roof, and no roof sign shall project above (higher) than the top of the mansard roof.
- B. All roof signs shall be counted as part of the building (wall) sign area otherwise allowed for that side of the building, and no area may be transferred to another side of the building.

**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 by the Council the \_\_\_\_ day of \_\_\_\_\_, 2023 and approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
David Goedken, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk/Treasurer

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_\_ was published in the Monticello Express on the \_\_\_\_ day of \_\_\_\_\_, 2023.



Dear City Council,

I am writing to express my strong support for the new sign ordinance that is currently under consideration. I believe that this new ordinance will bring numerous benefits to our chamber members while enhancing the quality of life for all residents.

As you are aware, signs have a significant impact on the appearance and character of our city. A well-designed and thoughtfully placed sign can add to the aesthetic appeal of a business or neighborhood, while an excessive or poorly placed sign can detract from the overall ambiance of an area. The new sign ordinance will help to ensure that all signs in our city are visually appealing, properly placed, and in compliance with established regulations.

Another important benefit of the new sign ordinance is increased safety. By regulating the placement and size of signs, we can help to reduce distractions for drivers and pedestrians. This will make our streets safer for everyone and reduce the risk of accidents.

The new sign ordinance will also help to promote economic growth in our city. Aesthetic and consistent signage can improve a business's visibility and attract more customers. By establishing guidelines for sign design and placement, we can encourage businesses to invest in high-quality, visually appealing signs that will contribute to the overall appearance of our city.

In conclusion, I urge you to support the new sign ordinance. This measure will enhance the appearance and safety of our city, and promote economic growth by encouraging businesses to invest in quality signage. Thank you for your consideration.

Sincerely,  
Bobby Krum  
Executive Director  
Monticello Area Chamber of Commerce

City Council Meeting  
Prep. Date: 3/15/2023  
Preparer: Sally Hinrichsen



Agenda Item: # 6-14  
Agenda Date: 3/20/2023

*Communication Page*

**Agenda Items Description:** Reports

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

**Attachments & Enclosures:**

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**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

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**Reports / Potential Actions:**

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