

# City of Monticello, Iowa

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Posted on February 15, 2024 at 11:00 a.m.

Monticello City Council Meeting February 19, 2024 at 6:00 p.m.  
Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

<b>Mayor:</b>	Wayne Peach	<b>Staff:</b>	
<b>City Council:</b>		<b>City Administrator:</b>	Russell Farnum
<b>At Large:</b>	Josh Brenneman	<b>City Clerk/Treas.:</b>	Sally Hinrichsen
<b>At Large:</b>	Scott Brighton	<b>Police Chief:</b>	Britt Smith
<b>At Large:</b>	Jake Ellwood	<b>Library Director:</b>	Faith Brehm
<b>At Large:</b>	Dave Goedken	<b>Public Works Dir.:</b>	Nick Kahler
<b>At Large:</b>	Candy Langerman	<b>Water/Wastewater Sup.:</b>	Jim Tjaden
<b>At Large:</b>	Mary Phelan	<b>Park &amp; Rec Director:</b>	Jacob Oswald
		<b>Ambulance Director:</b>	Lori Lynch
		<b>City Engineer:</b>	Patrick Schwickerath

- **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	February	5, 2024
<b>Approval</b> of Council Mtg Minutes	February	12, 2024
<b>Approval</b> of Payroll	February	8, 2024
<b>Approval</b> of Bill List		
<b>Approval</b> of Kardes 151 alcohol license		
<b>Approval</b> of Monticello Eagles Club alcohol license		

## **Resolutions:**

1. **Resolution** to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the 2024 N. Chestnut Street Reconstruction Project, and the taking of bids therefor

2. **Resolution** to Approve the use of a Term Sheet in connection with the issuance of a Sewer Revenue Loan Agreement Anticipation Project Note, Series 2024
3. **Resolution** awarding contract for the South Water Tower Repainting and Maintenance Project
4. **Resolution** Approving proposal to replace Heat Pump (Geothermal Water Furnace) in City Hall
5. **Resolution** Authorizing Mayor to sign, and Clerk to attest and record, Memorandum of Agreement (and Affidavit) with Theisen's Real Estate LLC
6. **Resolution** Approving Credit against Kevin Schmidt's utility billing for the property located at 615 W Sixth Street

**Motions:**

7. **Discussion and possible motion** on request by Jones County EDC for using TIF Low/Mod Setaside for CDBG Rehab program

**Reports / Potential Actions:**

8. City Engineer
9. Mayor
  - a. Life Cycles of an Organization
10. City Administrator
11. Park and Recreation Director
12. Library Director
13. Ambulance Director
14. City Clerk
15. Public Works Director
16. Police Chief
17. Water/Wastewater Superintendent

**Work Sessions:**

18. **Work Session** - FY 2024-2025 budget
  - a. Water, Sewer, Public Works, Road Use, Sanitation
  - b. **Resolution** Setting Time and Place for a Public Hearing for the Purpose of Considering the Consolidated General Fund Tax Levy for the City's Fiscal Year 2024-2025 Budget
19. **Work Session** – Security/Emergency Training

**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.

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

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

Topic: February 19, 2023 Council Meeting

Time: Feb 19, 2024 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83051118759>

Meeting ID: 830 5111 8759

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One tap mobile

+13126266799,,83051118759# US (Chicago)

+16465588656,,83051118759# US (New York)

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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
- +1 253 215 8782 US (Tacoma)

Meeting ID: 830 5111 8759

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

Regular Council Meeting  
February 5, 2024, 6:00 P.M.  
Community Media Center

Mayor Wayne Peach called the meeting to order. Council present were: Josh Brenneman, Jake Ellwood, Dave Goedken, Candy Langerman, Mary Phelan and Scott Brighton. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Library Director Faith Brehm, Ambulance Director Lori Lynch, Water/Wastewater Superintendent Jim Tjaden, Police Chief Britt Smith, Park & Rec Director Jacob Oswald and City Engineer Patrick Schwickerath. The public was invited to attend the meeting in person, or to participate in the meeting electronically via “Zoom Meetings” or “Facebook” and were encouraged to communicate from the chat or message.

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

Brenneman moved to approve the consent agenda; Phelan seconded. Roll call was unanimous.

Mayor opened the public hearing regarding Easement for 250 South Cedar Street. No public comments were received. Ellwood questioned if the easement was for the existing garage only. Farnum advised it was and not allowed to expand on the easement. Farnum recommended approval pending final legal review of easement. Mayor closed the hearing. Brighton moved to approve Resolution #2024-19 approving easement for 250 South Cedar Street, pending final legal review by City Attorney. Phelan seconded, roll call was unanimous.

Mayor opened the public hearing on proposed plans, specifications, form of contract and estimate of cost for the Monticello South Water Tower Repainting Maintenance Project. No public comments were received. Mayor closed the hearing. Ellwood moved to approve Resolution #2024-20 Approving the proposed plans, specifications, form of contract and estimate of cost for the Monticello South Water Tower Repainting Maintenance Project. Phelan seconded, roll call was unanimous.

Mayor opened the public hearing on Preliminary resolution of Necessity pursuant to Section 384.42 of the Iowa Code covering the 2024 N. Chestnut Street Reconstruction Project. No written comments were received. Farnum advised City Engineer and himself held an open house in January and invited the property owners. They received comments at that time. Farnum reviewed the timeline for the project and what would be assessed. Jackie Jacobs, 205 N Chestnut, asked if they could bore underground to place lines in an attempt to save her trees. She would prefer no sidewalks along her property, but she knows it is City policy. She stated that she wanted to keep the pavers, as it adds charm to the street and not putting pavers back in would de-value her property. Erich Eggers, 215 N Chestnut, inquired how wide the sidewalk would be and engineer stated 5-foot. He inquired what Tuetken and he were to do, as they don't have an alley to access their property during construction. They were advised the contractor has provisions to put in gravel by driveways. The only time they would not be allowed to drive on the property is when surface is curing for about a week. Joe Tuetken, 221 N Chestnut, didn't see the need to have streetlights in the middle of the block. Mayor closed the hearing. Langerman moved to approve Resolution #2024-21 Resolution of Necessity for the 2024

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N. Chestnut Street Reconstruction Project, Brenneman seconded, roll call was unanimous.

Brighton made motion directing City Clerk to file certified copies of the Resolution of Necessity and Preliminary Plat and Schedule of Assessments with the County Treasurer of Jones County, and to adopt Resolution #2024-22 Ordering Preparation of Detailed Plans, Specifications, Notice of Hearing, Notice to Bidders and Form of Contract. Langerman seconded. Roll call was unanimous. Farnum stated Council can make changes and there is bid alternate related to period lights or using Alliant's fixture and another bid alternate is related to using pavers instead of concrete. The intersections will be concreted either way.

Farnum stated Engineer has worked with the Contractor to get contract and performance and/or payment bonds for the Wastewater Treatment Facility Improvements Project and were sent to City Attorney for review. Engineer has worked with the Contractor to get contract and performance and/or payment bonds for the Wastewater Treatment Facility Improvements Project and all are now ready to go. Langerman moved to approve Resolution #2024-23 Approving the proposed plans, specifications, form of contract and estimate of cost for the Monticello South Water Tower Repainting Maintenance Project, Phelan seconded, roll call was unanimous.

Langerman moved to approve Resolution #2024-24 Approving and Levying an Assessment for 231 North Cedar Street for Sidewalk Repairs, with 4 % interest. Phelan seconded. Roll call was unanimous.

Ellwood moved to approve Resolution #2024-25 Approving and Levying an Assessment for 345 East Third Street for Sidewalk Repairs, with 4 % interest. Langerman seconded. Roll call was unanimous.

Farnum reported Gary Hughes is purchasing a property that includes two mobile homes from Don "Red" Hughes. This property was subject to a pre-annexation agreement and is zoned C-1, General Business. The proposed new lot contains the vacant northern half of the large lot on which Hughes Garage is located, plus an existing 20' wide lot to the far north end of the property, combining the two into one parcel of 1.44 acres. The Planning and Zoning Board reviewed this request and unanimously recommended approval. Langerman moved to approve Resolution #2024-26 Approval of Plat for Parcel 2024-11, Brighton seconded, roll call was unanimous.

Farnum reported Tyler and Jayme Freye are hoping to build a new veterinary clinic on a 2-acre parcel near Oak Street Logistics. Roger Stephen has proposed to subdivide off the parcel, with a plat known as Brad Stephen's Third Addition. The Planning and Zoning Board reviewed this request and unanimously recommended approval. Goedken moved to approve Resolution #2024-27 Approval of Plat for Brad Stephen 3<sup>rd</sup> Addition. Brenneman seconded, roll call was unanimous.

Phelan moved to approve Resolution #2024-28 Rescinding Resolution #2024-12 Scheduling Public Hearing on City of Monticello 2023/2024 Fiscal Year budget

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amendments for February 19, 2024 at 6:00 p.m. Goedken seconded. Roll call was unanimous.

Langerman moved to approve Resolution #2024-29 Approving the hiring of a Monticello Ambulance On-Call Advanced EMT and setting wage. Brighton seconded. Roll call was unanimous except Brenneman who abstained being the new employee is his wife.

Phelan moved to approve Resolution #2024-30 Appointing Commissioners to the Eastern Iowa Regional Housing Authority From the City of Monticello, Iowa. Brenneman seconded. Roll call was unanimous.

Judy Tuetken, 322 N Maple St, President of Riverside Gardens stated they were awarded a REAP Grant for the wetlands and without that grant they would not have the wetlands. She strongly recommended City accept the REAP Grant, as it is a gift. Shannon Poe, 920 W First St, and former Park employee, stated about 8 years ago she was on the Heart and Soul committee and Mary Phelan was also on the committee, which put together their five value statements after they talked to thousands of community members on what matters and how they could make Monticello better. Council adopted the value statements, one of which was related to Recreation, outdoor recreation and trails. COVID showed the value of outdoor recreation. Abby Slauson, 722 Southhaven Dr and Park & Rec Board Member, stated she supports trails and doesn't understand why council would not accept the grant. State is working to connect Cascade to Anamosa. They asked for funding for trails, you have to have goals and plans, in order to get grants. She feels Council is not favorable toward Park & Rec Department. Monica Lyons, 308 N Gill St, runs on Willow Trail and felt City should accept the free money to expand the trails. Mary Grace Lyons, 308 N Gill St, stated she bikes on Willow Trail and runs cross country there. It would be better if the trail was longer. Katie Farrowe, 401 W First St and Park & Rec Board member, stated she supported everything that Shannon Poe had stated and felt City needs more trails. She stated City to look forward when making decisions and feels trails are essential for the Community to thrive. Brenda Hanken, 291 N Pine, stated she is not against trails but not ready to spend \$2M on trails. Alyssa McNally, 635 N Maple St, stated trails would bring revenue to the small businesses. She said she was almost hit twice while running along the roadways and trails are safer to run on. Johnny Russ, 23004 150<sup>th</sup> Ave, stated on City Website the City's motto is "Live, Work and Play". He asked Council to remember the motto as they make decisions on how to move forward to grow our community and tax base. Brian Wolken, 321 E Third St, stated City could not spend the money, but they need to invest in the community. Tom Yeoman, 102 Shomont Dr, stated three seated Councilmembers ran on several points, one of which was "Let's make change happen" and suggested they accept the funds and help the City budget. Goedken stated the resolution allowed Park and Rec Director Oswald to submit grant, which included a 10-year plan. Council never saw the application. Ellwood stated the need to understand his stance and he is not against the grant. Phelan stated City shouldn't turn down the grant. Goedken stated engineers are working on plans to connect Willow Trail to First Street, but need to bond for the project. He stated the application talked about 2 ½ miles of trails from High School to end at the Park & Ride Park and asked if the school was aware of this. Oswald stated he talked to Dr. Jaeger about the plans. Oswald stated that they started discussion in August and

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Goedken was at both meetings when discussed and was emailed the grant application. Shannon Poe stated you hire department heads and appoint Boards to get grants and stated they should have faith in their people. She stated when she worked for the Park & Rec, she felt the distrust in the Park & Rec staff. Katie Farrowe stated if you are going to micromanage the staff then you better read your emails.

Mayor asked for a motion on Resolution rejecting a REAP Grant Award for Trail Property Acquisition, which died due to a lack of a motion

Brenneman moved to approve Resolution #2024-31 approving a REAP Grant Award and authorizing the Mayor to execute the REAP grant award agreement. Langerman seconded. Phelan asked if they could add the agreement dated February 5, 2024. Brenneman moved to amend his motion to approve Resolution #2024-31 approving a REAP Grant Award and authorizing the Mayor to execute the REAP grant award agreement dated February 5, 2024. Langerman seconded. Roll call was unanimous.

Farnum stated Deb and John Lacock live at 305 E. 5th Street. The 6<sup>th</sup> Street ditch runs easterly along the rear of their property. They have two dead ash trees, one on each side of the ditch. They acquired a bid for removing the trees totaling \$3,000. They would like to do a cost share of 50/50 with the storm water funds to remove the trees. Goedken would like to get maintenance agreements with everyone along the Sixth Street ditch to maintain and keep ditch cleaned out. Goedken moved to approve the Request by Deb and John Lacock for tree removal expenses for 50/50 Storm Water funds as it is in the 6<sup>th</sup> St. Ditch. Ellwood seconded. Roll call was unanimous.

Phelan liked the wording of the grant policy but felt the amount should be raised to \$20,000 to \$25,000. Abby Slauson, 722 Southhaven Dr and Park & Rec Board Member, questions how they would handle deadlines and felt Council would be micromanaging department heads. Goedken stated he talked to the City Attorney who stated if the grant application was inconsequential, Council doesn't need to see it. If there is a long-term commitment or acquiring property, they should see it. Brenda Hanken, 291 N Pine, said the \$2M was a red flag for her. Brighton stated City is not obligated to spend \$2M on the trails. Brighton and Langerman stated they do not want to micromanage the department heads. Peach questioned what incentive do department heads have to work on grants? Phelan suggested removing the following paragraph: Whereas, the City Council wants to review the requirements prior to preparation and submission of grants, loans, and/or other financial assistance. Farnum stated staff is looking for a procedure the Council wants them to follow. Goedken felt they could prepare the grant application, but Council would need to approve it before submitting the grant. Ellwood questioned how much Council wants to micromanage staff. We will lose staff and need to let department heads do the job and stop micromanaging. Mark Spensley, 285 N Pine St, stated he was on the Fire Department for 26 years and during that time they hired a grant writer to write several of their grants and received millions of dollars in grants. Council is micromanaging department heads. Ellwood stated there is a lot of misunderstanding, need to take this as a learning curve and let the staff do their job and move forward. He stated Council needs to have faith in staff and Boards, and not micromanage. No action was taken on resolution requiring Council approval prior to the preparation and submission of grant

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and/or financial assistance application. Brighton stepped out of meeting but returned for the work session.

Brehm stated SSB 3131 was introduced at the State Senate and will defund all Libraries and will revoke the requirement to have a vote to change the Library ordinance. She advised they have the seed library again this year.

Goedken suggested a letter be drafted from the Council in opposition to SSB 3131. Farnum stated he could prepare a letter for Council. Goedken moved to direct Farnum to draft a letter related to the SSB 3131 to send to legislators, Ellwood seconded. Roll call was unanimous, except Brighton who stepped out of meeting.

Kahler advised the new dump truck was delivered. The streetlight on First Street is repaired. Alliant allowed City to control box for the lights on their pole to get the downtown lights working until City can make further accommodations.

Oswald stated soccer, baseball, softball and t-ball signup in open now and swim lessons will open soon. They are working on 24 activities for adults. Friends of the Parks will meet on Tuesday.

Council took a short break before the work session on the FY 2024-2025 budget. No action was taken.

Ellwood moved to adjourn the meeting at 8:39 P.M.

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Wayne Peach, Mayor

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Sally Hinrichsen, City Clerk/Treasurer



Special Council Meeting/Work Session  
February 12, 2024, 6:00 P.M.  
Community Media Center

Mayor Wayne Peach called the meeting to order. Council present were: Josh Brenneman, Jake Ellwood, Dave Goedken, Candy Langerman, Scott Brighton and Mary Phelan. Also, present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Library Director Faith Brehm and Park & Rec Director Jacob Oswald.

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

Brighton moved to approve Resolution #2024-32 to approve purchase of used Polaris Ranger 1000, Langerman seconded, roll call was unanimous.

Langerman moved to approve Resolution #2024-33 to approve purchase of a Filter Media Replacement for the Aquatic Center, Brighton seconded, roll call was unanimous.

Langerman moved to approve Resolution #2024-34 to approve purchase of a Pulsar Feed System for the Aquatic Center, Brenneman seconded, roll call was unanimous.

Council held a budget work session related to the proposed budget for the Library, Park & Rec Department and Aquatic Center for Fiscal Year 2024/2025. No action was taken.

Phelan moved to adjourn the meeting at 6:59 P.M.

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Wayne Peach, Mayor

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Sally Hinrichsen, City Clerk/Treasurer

# PAYROLL - FEBRUARY 8, 2024

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DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>January 22 - February 4, 2024</b>				
Brian Bronemann	\$ 639.00	\$ -	0.00	0.00	\$ 548.77
Jamie Coleman	2,479.68	447.68	0.00	30.38	1,918.04
Jordan Fullerton	609.60		0.00	0.00	524.65
Mason Hanson	580.80	-	0.00	0.00	473.09
Ron Herman, Jr.	168.00		0.00	0.00	144.57
Jayna Koffron	1,792.00	-	0.00	45.75	1,363.54
Lori Lynch	3,173.85	-	0.00	0.00	2,134.76
Coletta Matson	2,745.60	633.60	0.00	36.00	1,790.13
Chloe Mogensen	396.00	-	0.00	0.00	252.06
Daniel Poirier	139.70	-	0.00	0.00	120.33
Hunter Schmidt	304.80	-	0.00	0.00	262.55
Curtis Wyman	2,152.80	280.80	0.00	182.25	1,490.31
<b>TOTAL AMBULANCE</b>	<b>\$ 15,181.83</b>	<b>\$ 1,362.08</b>	<b>0.00</b>	<b>294.38</b>	<b>\$ 11,022.80</b>
<b>CEMETERY</b>	<b>January 22 - February 4, 2024</b>				
Dan McDonald	\$ 1,967.20	\$ -	0.00	0.00	\$ 1,454.36
<b>TOTAL CEMETERY</b>	<b>\$ 1,967.20</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,454.36</b>
<b>CITY HALL</b>	<b>January 22 - February 4, 2024</b>				
Cheryl Clark	\$ 2,092.00	\$ -	9.75	40.50	\$ 1,438.25
Russ Farnum	3,911.54	-	0.00	0.00	2,587.19
Sally Hinrichsen	3,044.31	-	0.00	0.00	1,858.63
Nanci Tuel	1,840.80	-	0.00	0.00	1,315.98
<b>TOTAL CITY HALL</b>	<b>\$ 10,888.65</b>	<b>\$ -</b>	<b>9.75</b>	<b>40.50</b>	<b>\$ 7,200.05</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	125.00	-	0.00	0.00	115.44
<b>TOTAL FIRE</b>	<b>\$ 500.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 451.40</b>
<b>LIBRARY</b>	<b>January 22 - February 4, 2024</b>				
Faith Brehm	\$ 1,680.00	\$ -	0.00	0.00	\$ 1,284.55
Molli Hunter	1,243.20	-	0.00	0.00	987.78
Penny Schmit	1,476.01	-	0.00	0.00	1,036.89
<b>TOTAL LIBRARY</b>	<b>\$ 4,399.21</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,309.22</b>
<b>MBC</b>	<b>January 22 - February 4, 2024</b>				
Grace Dupuy	\$ 1,576.92	\$ -	0.00	0.00	\$ 1,212.70
Jacob Oswald	2,413.27	-	0.00	0.00	1,830.60
<b>TOTAL MBC</b>	<b>\$ 3,990.19</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,043.30</b>
<b>POLICE</b>	<b>January 22 - February 4, 2024</b>				
Dawn Graver	\$ 2,800.60	\$ -	0.00	0.00	\$ 2,042.16
Erik Honda	2,838.36	-	0.00	25.50	2,129.31
Jordan Koos	2,927.44	-	15.00	63.00	1,991.72
Cole Millard	1,952.00	-	0.00	0.00	1,207.34
Britt Smith	3,393.62	-	0.00	0.00	2,515.45
Madonna Staner	1,679.20	-	0.00	0.00	1,300.76

# PAYROLL - FEBRUARY 8, 2024

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DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Brian Tate	3,090.36	-	0.00	40.00	2,232.77
<b>TOTAL POLICE</b>	<b>\$ 18,681.58</b>	<b>\$ -</b>	<b>15.00</b>	<b>128.50</b>	<b>\$ 13,419.51</b>
<b>ROAD USE</b>	<b>January 22 - February 4, 2024</b>				
Zeb Bowser	\$ 1,927.20	\$ -	0.00	32.50	\$ 1,472.09
Jacob Gravel	1,945.27	18.07	0.00	54.00	1,435.60
Nick Kahler	2,457.46	-	0.00	0.00	1,760.05
Jasper Scott	1,999.47	72.27	0.00	0.00	1,508.19
<b>TOTAL ROAD USE</b>	<b>\$ 8,329.40</b>	<b>\$ 90.34</b>	<b>0.00</b>	<b>86.50</b>	<b>\$ 6,175.93</b>
<b>SEWER</b>	<b>January 20 - February 2, 2024</b>				
Jim Tjaden	\$ 2,791.54	\$ -	0.00	0.00	\$ 2,046.20
<b>TOTAL SEWER</b>	<b>\$ 2,791.54</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,046.20</b>
<b>WATER</b>	<b>January 20 - February 2, 2024</b>				
Scott Hagen	\$ 1,987.20	\$ -	0.00	31.75	\$ 1,571.22
Josh Willms	1,987.20	-	0.00	50.25	1,268.74
<b>TOTAL WATER</b>	<b>\$ 3,974.40</b>	<b>\$ -</b>	<b>0.00</b>	<b>82.00</b>	<b>\$ 2,839.96</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 70,704.00</b>	<b>\$ 1,452.42</b>	<b>24.75</b>	<b>631.88</b>	<b>\$ 50,962.73</b>

**CLAIMS REPORT**  
 Check Range: 2/20/2024- 2/20/2024

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING		352.06		
BAKER PAPER CO INC	PD BUILDING SUPPLIES		58.23		
FREESE MOTORS INC	PD VEHICLE OPERATING		646.49		
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES		107.32		
IOWA LAW ENFORCEMENT ACADEMY	PD ACADEMY - MILLARD		6,875.00		
MONTECELLO COMM SCHOOL DISTRICT	PD FUEL		944.37		
MONTECELLO EXPRESS INC	PD SUPPLIES		125.50		
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	110 POLICE DEPARTMENT TOTAL		9,108.97		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E 2ND STREETLIGHTS		301.52		
CRESCENT ELECTRIC SUPPLY CO.	RU LIGHT STRUCTURES		16,918.00		
MCALLISTER ELECTRICAL SERVICES	RU LIGHT STRUCTURES		6,604.59		
			-----		
	230 STREET LIGHTS TOTAL		23,824.11		
AQUATIC CENTER					
INFRASTRUCTURE TECHNOLOGY	POOL OFFICE SUPPLIES		8.98		
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT		65.00		
			-----		
	440 AQUATIC CENTER TOTAL		73.98		
CEMETERY					
MONTECELLO COMM SCHOOL DISTRICT	CEMETERY FUEL		253.06		
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES		313.60		
			-----		
	450 CEMETERY TOTAL		566.66		
SOLDIER'S MEMORIAL BOARD					
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING		146.82		
MONTECELLO MEMORIAL BOARD	SLDR MEM OPERATING FEE		500.00		
			-----		
	498 SOLDIER'S MEMORIAL BOARD TOTAL		646.82		
CLERK/CITY ADMIN					
MOLLI JENN HUNTER	JANITORIAL SERVICES		385.00		
			-----		
	620 CLERK/CITY ADMIN TOTAL		385.00		
ENGINEER					
SNYDER & ASSOCIATES, INC	ENGINEERING FEES		912.74		
			-----		
	640 ENGINEER TOTAL		912.74		
CITY HALL/GENERAL BLDGS					
FAREWAY STORES #840-1	CH MEETING SUPPLIES		11.46		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK		215.74		
MIDWEST ALARM SERVICES	FIRE ALARM MONITORING		293.64		
MONTECELLO EXPRESS INC	CH ADVERTISING		1,351.24		
LADCO	CH BLDG REPAIR/MAINT		1,179.00		

**CLAIMS REPORT**  
 Check Range: 2/20/2024- 2/20/2024

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	650 CITY HALL/GENERAL BLDGS TOTAL		3,051.08		
	001 GENERAL TOTAL		38,569.36		
MONTICELLO BERNDES CENTER					
PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		1,132.82		
DIAMOND PI COMPANY	MBC CONCESSIONS		74.95		
MOLLI JENN HUNTER	JANITORIAL SERVICES		437.50		
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES		847.44		
IOWA PARK & RECREATION ASSN	MBC CONFERENCE- OSWALD & DUPUY		550.00		
JOHN DEERE FINANCIAL	MBC CLOTHING		95.21		
MONTICELLO COMM SCHOOL DISTRCT	MBC FUEL		298.94		
MONTICELLO EXPRESS INC	MBC ADVERTISING		606.34		
NATIONAL RECREATION & PARK	MBC DUES		180.00		
SPAHN & ROSE LUMBER CO INC	MBC CAPITAL PROJECTS		1,046.85		
	430 PARKS TOTAL		5,270.05		
	005 MONTICELLO BERNDES CENTER TOTAL		5,270.05		
FIRE					
FIRE					
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING - POE		835.00		
INFRASTRUCTURE TECHNOLOGY	FIRE MINOR EQUIPMENT		729.98		
MONTICELLO COMM SCHOOL DISTRCT	FIRE FUEL		126.36		
	150 FIRE TOTAL		1,691.34		
	015 FIRE TOTAL		1,691.34		
AMBULANCE					
AMBULANCE					
AARON'S AUTOMOTIVE LLC	AMB VEHICLE REPAIR/MAINT		287.91		
BAKER PAPER CO INC	AMB LAUNDRY SUPPLIES		136.02		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES		477.71		
CR PHARMACY SERVICE INC	AMB MEDICAL SUPPLIES		222.08		
INFRASTRUCTURE TECHNOLOGY	AMB DATA PROCESSING		25.48		
IOWA DEPT OF HUMAN SERVICES	AMB REFUND		1,652.76		
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL		706.25		
MONTICELLO EXPRESS INC	AMB OFFICE SUPPLIES		24.50		
QUADMED INC	AMB MEDICAL SUPPLIES		358.52		
UNITY POINT HEALTH	AMB PHARMACY SUPPLIES		166.44		
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES		149.00		
	160 AMBULANCE TOTAL		4,206.67		
	016 AMBULANCE TOTAL		4,206.67		

**CLAIMS REPORT**  
 Check Range: 2/20/2024- 2/20/2024

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
LIBRARY IMPROVEMENT LIBRARY PLAYAWAY PRODUCTS LLC	LIB IMP BOOKS		37.99		
	410 LIBRARY TOTAL		37.99		
	030 LIBRARY IMPROVEMENT TOTAL		37.99		
LIBRARY LIBRARY CULLIGAN TOTAL WATER - MOLLI JENN HUNTER JOHN DEERE FINANCIAL MIDWEST ALARM SERVICES MONTICELLO EXPRESS INC THE GAZETTE	LIB BUILDING SUPPLIES JANITORIAL SERVICES LIB OFFICE SUPPLIES FIRE ALARM MONITORING LIB OFFICE SUPPLIES LIB SUBSCRIPTION		34.45 280.00 19.48 146.82 5.00 473.20		
	410 LIBRARY TOTAL		958.95		
	041 LIBRARY TOTAL		958.95		
AIRPORT AIRPORT ALLIANT ENERGY-IES BEHREND'S CRUSHED STONE DBT TRANSPORTATION SERVICES MCALEER WATER CONDITIONING INC MONTICELLO AVIATION INC MONTICELLO COMM SCHOOL DISTRICT WEBER STONE CO INC	20373 HWY 38 AIRPORT ELECTRIC AIRPORT SNOW REMOVAL AIRPORT EQUIPMENT - AWOS AIRPORT BUILDING SUPPLIES AIRPORT EQUIP REPAIR/MAINT AIRPORT FUEL AIRPORT SNOW REMOVAL		46.76 700.00 5,000.00 35.00 905.61 683.73 700.00		
	280 AIRPORT TOTAL		8,071.10		
	046 AIRPORT TOTAL		8,071.10		
ROAD USE STREETS ALLIANT ENERGY-IES CRESCENT ELECTRIC SUPPLY CO. BRIAN CROWLEY DAKOTA SUPPLY GROUP INC INFRASTRUCTURE TECHNOLOGY JOHN DEERE FINANCIAL K&S MACHINING AND METAL KARDES INC KARDES INC LAPORTE MOTOR SUPPLY MCALLISTER ELECTRICAL SERVICES DAVID B MCNEILL MID-AMERICAN RESEARCH CHEMICAL MIDWEST WHEEL COMPANIES	STOP SIGNS - N MAIN ST RU EQUIP REPAIR/MAINT RU EQUIP REPAIR/MAINT RU UTILITIES RU EQUIP REPAIR/MAINT RU EQUIP REPAIR/MAINT RU FUEL RU FUEL RU EQUIP REPAIR/MAINT RU EQUIP REPAIR/MAINT RU SUPPLIES RU EQUIP REPAIR/MAINT		43.34 8,618.00- 1,976.55 450.00 11.48 705.40 989.34 92.91 363.85 11.86 5,392.51- 6.26 283.13 249.00		

**CLAIMS REPORT**  
 Check Range: 2/20/2024- 2/20/2024

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL		3,132.12		
MONTICELLO EXPRESS INC	RU SUPPLIES		160.00		
NEXT GENERATION PLBG & HTG LLC	RU BLDG REPAIR/MAINT		611.19		
SPAHN & ROSE LUMBER CO INC	RU BLDG REPAIR/MAINT		191.08		
SUPERIOR WELDING SUPPLY CO	RU SUPPLIES		73.07		
THOMPSON TRUCK & TRAILER, INC.	RU EQUIP REPAIR/MAINT		51.98		
	210 STREETS TOTAL		4,607.95-		
SNOW REMOVAL					
ACCENT CONSTRUCTION	RU SNOW REMOVAL		290.00		
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL		1,267.02		
R & B SNOW REMOVAL	RU SNOW REMOVAL		1,300.00		
SNO-GO, INC.	RU SNOW REMOVAL		799.68		
	250 SNOW REMOVAL TOTAL		3,656.70		
	110 ROAD USE TOTAL		951.25-		
PARK IMPROVEMENT CAPITAL PROJECTS					
MONTICELLO EXPRESS INC	PARK IMP - HOLIDAY ON 1ST		130.00		
	750 CAPITAL PROJECTS TOTAL		130.00		
	313 PARK IMPROVEMENT TOTAL		130.00		
TIF PROJECT STREETS					
MONTICELLO EXPRESS INC	NORTH CHESTNUT STREET PROJECT		81.99		
	210 STREETS TOTAL		81.99		
	325 TIF PROJECT TOTAL		81.99		
CAPITAL IMPROVEMENT AIRPORT					
DBT TRANSPORTATION SERVICES	AIRPORT EQUIPMENT - AWOS		110,905.00		
	280 AIRPORT TOTAL		110,905.00		
	332 CAPITAL IMPROVEMENT TOTAL		110,905.00		
TRUST/IOMA MARY BAKER LIBRARY					
CENTER POINT PUBLISHING	LIB BAKER BOOKS		75.95		
INFRASTRUCTURE TECHNOLOGY	LIB BAKER TECH SUPPORT FEES		130.00		

**CLAIMS REPORT**  
 Check Range: 2/20/2024- 2/20/2024

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	410 LIBRARY TOTAL		----- 205.95		
	503 TRUST/IOMA MARY BAKER TOTAL		----- 205.95		
WATER					
WATER					
HAWKINS WATER TREATMENT	WATER SYSTEM		442.50		
STATE HYGIENIC LABORATORY	WATER LAB TESTS		122.00		
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING		20.48		
JOHN DEERE FINANCIAL	WATER VEHICLE OPERATING		15.98		
TOM MARTIN	OVERPAYMENT REFUND		55.67		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL		169.40		
MONTICELLO EXPRESS INC	WATER OFFICE SUPPLIES		47.98		
	810 WATER TOTAL		----- 874.01		
	600 WATER TOTAL		----- 874.01		
WATER CAPITAL IMPROVEMENT					
WATER					
MONTICELLO EXPRESS INC	WATER TOWER PAINTING		33.87		
SNYDER & ASSOCIATES, INC	WATER TOWER PAINTING		2,672.25		
	810 WATER TOTAL		----- 2,706.12		
	604 WATER CAPITAL IMPROVEMENT TOTAL		----- 2,706.12		
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E 1ST ST		3,514.98		
DAKOTA SUPPLY GROUP INC	SEWER SYSTEM		193.00		
ENVIRONMENTAL RESOURCE ASSOC.	SEWER LAB SUPPLIES		170.41		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		1,362.50		
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING		8.98		
JOHN DEERE FINANCIAL	SEWER LAB SUPPLIES		24.96		
JONES COUNTY SOLID WASTE	SEWER LOAD TICKETS		65.00		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL		169.40		
MONTICELLO EXPRESS INC	SEWER OFFICE SUPPLIES		17.99		
N & N TRAILER SALES	SEWER SUPPLIES		44.50		
TRI COUNTY PROPANE LLC	SEWER UTILITIES		3,297.28		
	815 SEWER TOTAL		----- 8,869.00		
	610 SEWER TOTAL		----- 8,869.00		
SEWER CAPITAL IMPROVEMENT					
SEWER					
MONTICELLO EXPRESS INC	SEWER FACILITY IMPROVEMENTS		30.11		



**CLAIMS REPORT**  
 Check Range: 2/20/2024- 2/20/2024

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	815 SEWER TOTAL		----- 30.11		
	613 SEWER CAPITAL IMPROVEMENT TOTAL		----- 30.11		
SANITATION SANITATION REPUBLIC SERVICES	DUMPSTER COLLECTIONS		13,485.99		
	840 SANITATION TOTAL		----- 13,485.99		
	670 SANITATION TOTAL		----- 13,485.99		
STORM WATER STORM WATER FUND JOHN & DEBRA LACOCK	STORMWATER MAINTENANCE		1,500.00		
	865 STORM WATER FUND TOTAL		----- 1,500.00		
	740 STORM WATER TOTAL		----- 1,500.00		
	Accounts Payable Total		=====		
			196,642.38		

# CLAIMS REPORT CLAIMS FUND SUMMARY

FUND NAME	AMOUNT
001 GENERAL	38,569.36
005 MONTICELLO BERNDES CENTER	5,270.05
015 FIRE	1,691.34
016 AMBULANCE	4,206.67
030 LIBRARY IMPROVEMENT	37.99
041 LIBRARY	958.95
046 AIRPORT	8,071.10
110 ROAD USE	951.25-
313 PARK IMPROVEMENT	130.00
325 TIF PROJECT	81.99
332 CAPITAL IMPROVEMENT	110,905.00
503 TRUST/IOMA MARY BAKER	205.95
600 WATER	874.01
604 WATER CAPITAL IMPROVEMENT	2,706.12
610 SEWER	8,869.00
613 SEWER CAPITAL IMPROVEMENT	30.11
670 SANITATION	13,485.99
740 STORM WATER	1,500.00
-----	
TOTAL FUNDS	196,642.38

**City Council Meeting**  
**Prep. Date:** 02/15/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 1  
**Agenda Date:** 02/19/2024

*Communication Page*

**Agenda Items Description:** Set Hearing on Plans, Specifications, form of contract and estimate of cost for the 2024 N. Chestnut Street Reconstruction Project

**Type of Action Requested:** Resolution

**Attachments & Enclosures:**  
  
Resolution

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

**Synopsis:** Prior to proceeding to bid the Chestnut Street project, the Council must hold a public hearing on the plans, specifications and other details. This Resolution sets the hearing for the March 18, 2024 Council meeting.

Please note that full plans, specifications, contract documents and the cost estimate are available at City Hall, but are far too large to include in the packets. A good overview was included with the prior Council packets in regard to the special assessments, but if anyone would like the full set, please let us know and we will be glad to share.

**Recommendation:** Approval of the resolution, setting the hearing for March 18, is recommended.

PROCEEDINGS TO SET DATE FOR  
HEARING AND LETTING

February 19, 2024

The City Council of the City of Monticello, Iowa, met at the Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa, on February 19, 2024, at 6:00 o'clock p.m.

The Mayor presided and the roll being called, the following named Council Members were present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

The City Council took up and considered the proposed 2024 N. Chestnut Street Reconstruction Project. Council Member \_\_\_\_\_ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member \_\_\_\_\_. After due consideration thereof by the Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the said motion duly carried and the said resolution adopted, as follows:

RESOLUTION NO.

Resolution to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the 2024 N. Chestnut Street Reconstruction Project, and the taking of bids therefor

WHEREAS, it has been proposed that the City Council of the City of Monticello, Iowa (the "City"), undertake the authorization of a public improvement to be constructed as described in the proposed plans and specifications and form of contract prepared by Snyder & Associates, Inc. (the "Project Engineers"), which may be hereafter referred to as the "2024 N. Chestnut Street Reconstruction Project" (and is sometimes hereinafter referred to as the "Project"), which proposed plans, specifications, notice of hearing and letting, and form of contract and estimate of cost (the "Contract Documents") are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of a public hearing on the Contract Documents and to advertise for sealed bids for the Project;

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

Section 1. The Contract Documents referred to in the preamble hereof are hereby approved in their preliminary form.

Section 2. The Project is hereby determined to be necessary and desirable for the City, and, furthermore, it is hereby found to be in the best interests of the City to proceed toward the construction of the Project.

Section 3. March 18th, 2024, at 6:00 p.m., at the Community Media Center, Monticello, Iowa, is hereby fixed as the time and place of hearing on the Contract Documents.

Section 4. The City Clerk is hereby authorized and directed to publish notice (the "Notice of Hearing") of the hearing on the Contract Documents for the Project in a newspaper of general circulation in the City, which publication shall be made at least once, not less than four (4) and not more than twenty (20) days prior to the date of the said hearing. The Notice of Hearing shall be in substantially the following form:

(Form of Notice of Hearing)

**NOTICE OF HEARING**

**NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR N. CHESTNUT STREET RECONSTRUCTION PROJECT FOR CITY OF MONTICELLO, JONES COUNTY, IOWA.**

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Public Notice is hereby given that at 6:00 P.M. on the 18<sup>th</sup> day of March, 2024, the City of Monticello of Jones County, Iowa will, at Community Media Center, 200 E. 1<sup>st</sup> Street, Monticello, Iowa, hold a hearing whereat said City Council will resolve to adopt plans, specifications, form of contract and estimate of cost for the construction of the **N. CHESTNUT STREET RECONSTRUCTION** project and, at the time, date and place specified above, or at such time, date and place as then may be fixed, to act upon proposals and enter into contract for the construction of said improvements.

The **N. CHESTNUT STREET RECONSTRUCTION** project includes the reconstruction of approximately 2,000 SY of pavement, 600 LF of water main, and 1500 LF of subdrain along N. Chestnut Street, from W 2<sup>nd</sup> Street to W 3<sup>rd</sup> Street; including the intersections with W 2<sup>nd</sup> Street and W 3<sup>rd</sup> Street in Monticello, Iowa. The reconstruction project generally includes roadway improvements, sidewalk ramp reconstruction, water main, and subdrain construction. The Engineer's Opinion of Probable Construction cost is \$575,000 without the bid alternates.

At said hearing, the City Council will consider the proposed plans, specifications, form of contract and estimate of cost for said project, the same now being on file in City Hall of the City of Monticello, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said City Council will also receive and consider any comments/objections to said plans, specifications and form of contract or to the estimated cost of said improvements made by any interested party.

This Notice is given by order of the City of Monticello City Council.  
Dated this 4<sup>th</sup> day of March, 2024.

CITY OF MONTICELLO,  
JONES COUNTY, IOWA

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Published in the Monticello Express on the 6<sup>th</sup> day of March, 2024.

Section 5. The City Council hereby delegates to the Project Engineers the duty of receiving electronic bids for the work comprising each improvement as stated below must be filed before 11:00, A.M on Wednesday, March 27, local time. Bids shall be submitted electronically via the QuestCDN VirtuBid system. No alternate electronic bid submittals or paper bids will be accepted. Bids will not be able to be electronically submitted after the deadline.

At such time, the City Council hereby delegates to the Project Engineers the duty of opening and announcing the results of the bids received. Electronic proposals will be opened and bids tabulated at 11:00, A.M. on Wednesday, March 27, 2024. The bid opening will be conducted virtually via Microsoft Teams and teleconference. At the time for the opening of bids you may enter the virtual bid opening meeting by clicking on the following URL: <http://tinyurl.com/33vyksa5>. You may also phone in to the bid opening by calling 515-598-4967 and entering the conference code #903 567 252. The bid results will be read aloud and posted in the Teams meeting

Monday, April 1, 2024, at 6:00 p.m. at the Community Media Center, in the City, is hereby fixed as the time and place that the Council will consider the bids received in connection therewith.

Section 6. The amount of the bid security to accompany each bid is hereby fixed at five (5) % of the total amount of the bid.

Section 7. The City Clerk and/or the Project Engineers are hereby directed to give notice of the bid letting for the Project by posting notice (the "Notice to Bidders") at least once, not less than thirteen (13) and not more than forty-five (45) days prior to the date set for receipt of bids, in each of the following three places: (i) in a relevant contractor plan room service with statewide circulation; (ii) in a relevant construction lead generating service with statewide circulation; and (iii) on an internet site sponsored by either the City or a statewide association that represents the City. The Notice to Bidders shall be in substantially the following form:

(Form of Notice to Bidders)

**NOTICE TO BIDDERS**

**CITY OF MONTICELLO**  
**PUBLIC IMPROVEMENT PROJECT**

Notice is hereby given that a public hearing will be held by the City of Monticello City Council on the proposed contract documents (plans, specifications, and form of contract) and estimated cost for the improvement at its meeting at 6:00, P.M. on the 18<sup>th</sup> day of March, 2024, in the City of Monticello City Council Chambers, for the **N. CHESTNUT STREET RECONSTRUCTION** project.

Electronic bids for the work comprising each improvement as stated below must be filed before 11:00, A.M. on Wednesday, March 27, local time. Bids shall be submitted electronically via the QuestCDN VirtuBid system. No alternate electronic bid submittals or paper bids will be accepted. Bids will not be able to be electronically submitted after the deadline. Refer to the Instructions to Bidders for additional information.

Electronic proposals will be opened and bids tabulated at 11:00, A.M. on Wednesday, March 27, 2024. The bid opening will be conducted virtually via Microsoft Teams and teleconference. At the time for the opening of bids you may enter the virtual bid opening meeting by clicking on the following URL: <http://tinyurl.com/33vyksa5>. You may also phone in to the bid opening by calling 515-598-4967 and entering the conference code #903-567-252. The bid results will be read aloud and posted in the Teams meeting. Results will be considered by the City of Monticello City Council at its meeting on Monday, April 1, 2024.

Work on the improvements may commence in accordance with the written Notice to Proceed following approval of the contract by the City of Monticello City Council, and be completed as stated below. The work shall be performed regularly and diligently throughout the duration of the project.

**Contract Documents**

Electronic contract documents are available at no cost by clicking on the “Bids” link at [www.snyder-associates.com](http://www.snyder-associates.com) and choosing the **N. Chestnut Street Reconstruction** on the left. Project information, engineer’s cost opinion, and planholder information is also available at no cost at this website. Plans may be examined at this site without providing login information, but downloads require the user to register for a free membership at QuestCDN.com. Downloading electronic contract documents is strongly encouraged, but hard copies of the project documents may be obtained from Snyder & Associates, Inc. 900 Bell Drive SW, Cedar Rapids, Iowa 52404 at no cost. Those desiring to obtain hard copies must make an appointment to pick up the documents by calling 319-362-9394. No drop-ins will be allowed. The contract documents are available in the City of Monticello City Council, Administrative Office and may be examined at 200 East First Street, Monticello, Iowa.



**Contact Patricia Foote for document distribution or any questions via phone: (319) 362-9394, or email: [pfoote@snyder-associates.com](mailto:pfoote@snyder-associates.com).**

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

#### General Nature of the Public Improvement

The **N. CHESTNUT STREET RECONSTRUCTION** project includes the reconstruction of approximately 2,000 SY of pavement, 600 LF of water main, and 1500 LF of subdrain along N. Chestnut Street, from W 2<sup>nd</sup> Street to W 3<sup>rd</sup> Street; including the intersections with W 2<sup>nd</sup> Street and W 3<sup>rd</sup> Street in Monticello, Iowa. The reconstruction project generally includes roadway improvements, sidewalk ramp reconstruction, water main, and subdrain construction. The Engineer's Opinion of Probable Construction cost is \$575,000.

Each bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful bidder will enter into a contract for the work bid upon and will furnish after the award of contract a corporate surety bond, in a form acceptable to the Jurisdiction, for the faithful performance of the contract, in an amount equal to 100% of the amount of the contract. The bidder's security shall be in the amount fixed in the Instruction to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond on the form provided in the contract documents with corporate surety satisfactory to the Jurisdiction. The bid shall contain no condition except as provided in the specifications.

The **City of Monticello, City Council** reserves the right to defer acceptance of any bid for a period of sixty (60) calendar days after receipt of bids and no bid may be withdrawn during this period.

Each successful bidder will be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bond shall be issued by a responsible surety approved by the **City of Monticello, City Council** and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the **City of Monticello** from claims and damages of any kind

caused by the operations of the contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two years from and after acceptance of the contract. The guaranteed maintenance period for new paving shall be four years.

The **City of Monticello**, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The Contractor shall fully complete work by August 5, 2024 as noted in the written Notice to Proceed. Should the contractor fail to complete the work in this timeframe, liquidated damages of **\$1,000** per calendar day will be assessed for work not completed within the designated contract term.

The **City of Monticello City Council** does hereby reserve the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the jurisdiction.

This Notice is given by order of the City of Monticello City Council.  
Dated this 19<sup>th</sup> day of February, 2024.

CITY OF MONTICELLO, JONES  
COUNTY, IOWA

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Posted to <https://www.mbionline.com> website and [www.ci.monticello.ia.us](http://www.ci.monticello.ia.us) and statewide services on the 21<sup>st</sup> day of February, 2024.

Section 8. All provisions set out in the attached forms of notice are hereby recognized and prescribed by the City Council and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved February 19, 2024.

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Wayne Peach, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

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On motion and vote, the meeting adjourned.

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Wayne Peach, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF JONES  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa, do hereby certify that the transcript hereto attached is a true, correct and complete copy of all the records of the City relating to fixing a time and place of hearing on the proposed plans, specifications and form of contract, and estimated cost for the construction of the 2024 N. Chestnut Street Reconstruction Project and directing publication of a Notice of Hearing announcing the time and place fixed therefor; and fixing a time and place for the taking of bids for the construction of the Project and directing posting of a Notice to Bidders announcing the time and place fixed therefor.

WITNESS MY HAND this 19<sup>th</sup> day of February, 2024.

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Sally Hinrichsen, City Clerk/Treasurer

NOTICE OF HEARING PUBLICATION  
CERTIFICATE:

STATE OF IOWA  
COUNTY OF JONES  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa, do hereby certify that pursuant to the resolution of its City Council fixing a date of hearing on the proposed plans and specifications, form of contract and estimated cost for the 2024 N. Chestnut Street Reconstruction Project, the Notice of Hearing, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2024.

---

Sally Hinrichsen, City Clerk/Treasurer

**(Attach here publisher's affidavit of publication of the Notice of Hearing.)**

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

**NOTICE TO BIDDERS POSTING CERTIFICATE – CONTRACTOR PLAN ROOM/LEAD GENERATING SERVICE:**

STATE OF IOWA  
COUNTY OF JONES  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa, do hereby certify that pursuant to the resolution of its City Council setting the date of the bid letting for the 2024 N. Chestnut Street\_Reconstruction Project , the Notice to Bidders, of which the printed slip attached to the affidavit hereto attached is a true and complete copy, was posted on the date and in the relevant contractor plan room service/construction lead generating service specified in such affidavit, which contractor plan room service/construction lead generating service has a statewide circulation.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2024.

---

Sally Hinrichsen, City Clerk/Treasurer

**(Attach here the affidavit of posting of the Notice to Bidders from the contractor plan room service/construction lead generating service.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the affidavit of posting from the contractor plan room service/construction lead generating service and have verified that the Notice to Bidders was posted on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

**NOTICE TO BIDDERS POSTING CERTIFICATE – SPONSORED INTERNET SITE:**

STATE OF IOWA  
COUNTY OF JONES  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa, do hereby certify that pursuant to the resolution of its City Council setting the date of the bid letting for the 2024 N. Chestnut Street Reconstruction Project, the Notice to Bidders provided for therein was posted on the website of the Iowa League of Cities and/or on the City's website on \_\_\_\_\_, 2024.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2024.

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

**(Attach here the affidavit of posting of the Notice to Bidders from the Iowa League of Cities and/or a screenshot of the Notice to Bidders as posted on the City's website, showing the date of posting)**

**City Council Meeting**  
**Prep. Date:** 02/15/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 2  
**Agenda Date:** 02/19/2024

*Communication Page*

**Agenda Items Description:** Resolution Authorize City Administrator to sign Letter of Intent and Proposal for Interim Financing for the Waste Water Treatment Plant

**Type of Action Requested:** Approve Resolution

**Attachments & Enclosures:**  
  
Resolution

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

**Synopsis:** This updated proposal outlines the interim financing for the Waste Water Treatment Plant interim financing.

The terms are the same as the prior proposal which was approved in 2023. The amount has been increased to reflect the higher project costs, with the closing (first draw) anticipated in May, 2024.

**Recommendation:** Approval of the resolution is recommended.



MINUTES TO APPROVE TERM SHEET  
FOR A LOAN ANTICIPATION  
AGREEMENT PROJECT NOTE

435926-33

Monticello, Iowa

February 19, 2024

The City Council of the City of Monticello, Iowa, met on February 19, 2024, at 6:00 o'clock p.m., at the Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following named Council Members were present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

After due consideration and discussion, Council Member \_\_\_\_\_ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member \_\_\_\_\_. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

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

RESOLUTION NO. \_\_\_\_\_

Resolution to Approve the use of a Term Sheet in connection with the issuance of a Sewer Revenue Loan Agreement Anticipation Project Note, Series 2024

WHEREAS, the City of Monticello (the “City”), in Jones County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the “Utility”) in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, the City heretofore proposed to enter into a Sewer Revenue Loan Agreement (the “Original Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$21,000,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing, and constructing improvements and extensions to the Utility (the “Project”), and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on December 19, 2022; and

WHEREAS, to pay additional costs of the Project, the City also heretofore proposed to enter into an additional Sewer Revenue Loan Agreement (the “Additional Loan Agreement”) in a principal amount not to exceed \$2,500,000, and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on January 3, 2024; and

WHEREAS, pursuant to the provisions of Section 384.28 of the Code of Iowa, the City combined its authority under the Original Loan Agreement and the Additional Loan Agreement into a single loan agreement (the “Loan Agreement”); and

WHEREAS, a certain term sheet (the “Term Sheet”) has been prepared by Farmers & Merchants Saving Bank, Monticello, Iowa (the “Lender”) for use by PFM Financial Advisors LLC (the “Placement Agent”) in negotiating and providing for the private placement of a Sewer Revenue Loan Agreement Anticipation Project Note, Series 2024 (the “Project Note”) to be issued in evidence of the obligation of the City under the Loan Agreement, and it is now necessary to make provision for the approval of the Term Sheet;

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

Section 1. The City Clerk and City Administrator are hereby authorized to take such action as shall be deemed necessary and appropriate, with the assistance of the Placement Agent, to use the Term Sheet describing the Project Note and providing for the terms and conditions of its placement with the Lender, and all action heretofore taken in this regard is hereby ratified and approved.

Section 2. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved February 19, 2024.

\_\_\_\_\_  
Wayne Peach, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

••••

On motion and vote, the meeting adjourned.

\_\_\_\_\_  
Wayne Peach, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

**ATTESTATION CERTIFICATE**

STATE OF IOWA  
JONES COUNTY  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to approving the use of a Term Sheet for the private placement of a Project Note.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

# F&M BANK

*"The Right Choice"*

Russ Farnum  
City of Monticello  
200 E 1<sup>st</sup> Street  
Monticello, IA 52310

February 14<sup>th</sup>, 2024

To the Mayor and City Council of Monticello,

F & M Bank as the lead bank representing three community banking partners in Ohnward Bank & Trust, Fidelity Bank & Trust, and Citizens State Bank appreciates the City of Monticello's interest in obtaining financing terms to assist in the Wastewater Treatment Plant Improvement project it is facilitating. The following credit terms have been approved by all four (4) banks with closing expected to be in March of 2024. Upon the acceptance of these terms, please acknowledge your intent to have all Bank partners provide financing.

Borrower:	City of Monticello
Loan Purpose:	Wastewater Treatment Plant Improvement Project
Loan Total:	\$23,226,000
Rate:	Wall Street Journal Prime minus (-) 2.25%, fixed at time of first advance - WSJ Prime currently 8.50% minus (-) 2.25%: Net Rate today 6.25%
Term:	3 years
Amortization:	N/A
Draw Period:	36 Months, Multiple Advance.
Monthly Payments:	Monthly interest only payments for 36 months, followed by one principal payment via funding from the USDA.
Collateral:	1) USDA Takeout Letter 2) Letter of Conditions from the USDA Rural Development dated June 30, 2022.
Loan Fee:	None
Prepay Penalty:	None
3 <sup>rd</sup> Party Fees:	Fees incurred by the bank in association with the loan will be passed on to the borrower, including but not limited to, attorney fees, documentation fees, etc.
Estimated Closing:	Assuming a closing date of May 2024
Deposits:	Borrower to maintain a deposit account associated with the project at F&M Bank through the life of the loan.



# F&M BANK

*"The Right Choice"*

Participating Banks: It should be noted that the following community Banks intend to participate in the financing of this project:

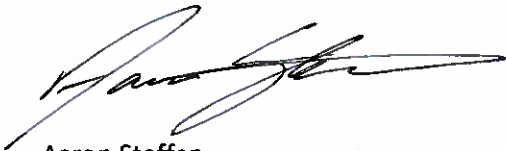
- F & M Bank
- Citizens State Bank
- Fidelity Bank and Trust
- Ohnward Bank & Bank

Reporting: It is agreed that the Borrower will provide the Bank on an annual basis the following information:

- City of Monticello's annual audit
- Other available reporting documentation

F & M Bank, Ohnward Bank & Trust, Fidelity Bank & Trust, and Citizens State Bank truly appreciate the opportunity to provide financing for this community project that will benefit the entire Monticello community. Projects like this are what community banking is all about. We look forward to working with you.

Sincerely,



Aaron Steffen  
Business & Ag Banker  
F&M Bank  
[asteffen@fmbank.biz](mailto:asteffen@fmbank.biz)

Acknowledged and agreed to this \_\_\_\_ day of February 2024.

\_\_\_\_\_  
Russ Farnum



February 14, 2024

City of Monticello  
200 East 1<sup>st</sup> St  
Monticello, IA 52310

RE: SOUTH WATER TOWER REPAINTING AND MAINTENANCE -  
RECOMMENDATION FOR AWARD

Honorable Mayor and Council Members:

On Wednesday, February 14<sup>th</sup>, 2024, we received twelve bids for South Water Tower Repainting and Maintenance project, all of which were opened and read aloud publicly.

The Base Bid includes painting one logo on the water tower. The lowest responsive Base Bid was from Tank Pro Inc. of Northport, AL in the amount of **\$233,880.00**.

Bid Alternate A includes painting an additional logo, for a total of two logos on the water tower. The lowest responsive Base Bid plus Bid Alternate A was from Tank Pro Inc. of Northport, AL in the amount of **\$237,380.00**.

We recommend that the City award the South Water Tower Repainting and Maintenance project to **Tank Pro Inc.** We request the City review the cost differences between the Base Bid and the Base Bid plus Bid Alternative A and decide which contract option to award.

Sincerely,

A handwritten signature in blue ink that reads 'Patrick Williams'.

Patrick Williams  
Project Engineer

Enclosure: Bid Tabulation

**TABULATION OF BIDS**

SOUTH WATER TOWER REPAINTING AND MAINTENANCE

CITY OF MONTICELLO

123.0022.08

Bid Date/Time: February 14, 2024 AT 1:30 PM

	BIDDER	BID SECURITY (5%):	ADD 1	TOTAL BID:	TOTAL BID ALTERNATE A:	TOTAL BID PLUS BID ALTERNATE A:
	<b>ENGINEER'S ESTIMATE</b>	N/A	N/A	\$ 360,000.00	\$ 5,000.00	\$ 365,000.00
1	Utility Service Co.	Yes	Yes	\$ 244,600.00	\$ 3,000.00	\$ 247,600.00
2	Viking Painting LLC	Yes	Yes	\$ 278,930.00	\$ 4,000.00	\$ 282,930.00
3	Champion Tank Services LLC	Yes	Yes	\$ 310,000.00	\$ 6,000.00	\$ 316,000.00
4	TMI Coatings Inc.	Yes	Yes	\$ 628,600.00	\$ 11,000.00	\$ 639,600.00
5	Central Tank Coatings, Inc.	Yes	Yes	\$ 284,500.00	\$ 6,500.00	\$ 291,000.00
6	O&J Coatings	Yes	Yes	\$ 270,000.00	\$ 4,000.00	\$ 274,000.00
7	<b>Tank Pro, Inc.</b>	<b>Yes</b>	<b>Yes</b>	<b>\$ 233,880.00</b>	<b>\$ 3,500.00</b>	<b>\$ 237,380.00</b>
8	Maguire Iron Inc.	Yes	Yes	\$ 378,500.00	\$ 5,000.00	\$ 383,500.00
9	Tanks Co Inc	Yes	No	\$ 324,800.00	\$ 6,000.00	\$ 330,800.00
10	J.R. Stelzer Co	Yes	Yes	\$ 271,575.00	\$ 4,000.00	\$ 275,575.00
11	OA Classic Coatings	Yes	Yes	\$ 267,225.00	\$ 10,000.00	\$ 277,225.00
12	Classic Protective Coatings	Yes	Yes	\$ 387,950.00	\$ 4,000.00	\$ 391,950.00



MINUTES OF MEETING TO AWARD  
CONTRACT

Monticello, Iowa

February 19, 2024

The City Council of the City of Monticello, Iowa, met on February 19, 2024, at 6:00 p.m., at the Community Media Center, in the City, pursuant to adjournment and the rules of this Council. The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

The City Council further considered proposals received for the proposed South Water Tower Repainting and Maintenance Project and embodied its findings in the resolution next hereinafter referred to.

Council Member \_\_\_\_\_ - introduced the resolution next hereinafter set out, and moved that the said resolution be adopted; seconded by Council Member \_\_\_\_\_; and after due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the said motion duly carried and the said resolution duly adopted.

RESOLUTION NO.

Resolution awarding contract for the South Water Tower  
Repainting and Maintenance Project

WHEREAS, pursuant to notice duly posted in the manner and form prescribed by resolution of the City Council of the City of Monticello, Iowa, and as required by law, bids and proposals were received by this Council for the South Water Tower Repainting and Maintenance Project (the "Project"); and

WHEREAS, all of the said bids and proposals have been carefully considered, and it is necessary and advisable that provision be made for the award of the contract for the Project;

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

Section 1. The bid for the Project submitted by the following contractor is fully responsive to the plans and specifications for the Project, is heretofore approved by the City Council, and is the lowest responsible bid received, such bid being as follows:

<u>Name and Address of Contractor</u>	<u>Amount of Bid</u>
<hr/> Tank Pro Inc <hr/>	Base - \$233,880.00
<hr/> Northport, AL <hr/>	Alt. 1 - \$ 3,500.00
<hr/>	Total - \$237,380.00

Section 2. The contract for the Project is hereby awarded to such contractor at the total estimated cost set out above, the final settlement to be made on the basis of the unit prices therein set out and the actual final quantities of each class of materials furnished, the said contract to be subject to the terms of the aforementioned resolution, the notice of hearing and letting, the plans and specifications and the terms of the bidder's written proposal.

Section 3. The Mayor and City Clerk are hereby authorized and ordered to enter into a written contract with said contractor for the Project, said contract not to be binding until approved by resolution of this City Council.

Section 4. The amount of the contractor's performance and/or payment bonds is hereby fixed and determined to be 100% of the amount of the contract.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved February 19, 2024.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen City Clerk

••••

On motion and vote, the meeting adjourned.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
JONES COUNTY  
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, Iowa, hereby certify that the attached is a true, correct and complete transcript of the proceedings had and action taken by the City Council up to the present time in connection with the South Water Tower Repainting and Maintenance Project, including a true, correct and complete copy of the resolution referred to in such minutes.

WITNESS MY HAND this 19<sup>th</sup> day of February, 2024.

---

Sally Hinrichsen, City Clerk

**City Council Meeting**  
**Prep. Date:** 02/15/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 4  
**Agenda Date:** 02/19/2024

*Communication Page*

**Agenda Items Description:** Approve proposal to replace Heat Pump (Geothermal Water Furnace) in City Hall

**Type of Action Requested:** Approve Proposal

**Attachments & Enclosures:**  
  
Proposal

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

**Synopsis:** A geothermal unit in City Hall has failed and needs either major repair or replacement.

In order to repair the unit, the location of the two parts that may have failed, the entire unit must be removed. Because of the age of the compressor in the unit, and the fact that they have to remove the unit in order to even be repaired, replacement is recommended.

The proposal to replace the unit is \$13,810.28.

**Recommendation:** Approval of the proposal to replace the unit is recommended.

# The City of Monticello, Iowa

RESOLUTION #

## **Approving proposal to replace Heat Pump (Geothermal Water Furnace) in City Hall**

**WHEREAS**, the City Hall furnace heat pump is not working properly and has caused several issues the last few months and it is proposed that the pump be replaced, and

**WHEREAS**, the City Clerk has received a cost estimate of \$13,810.28 for the Water Furnace GEO heat pump and installation from The Waldinger Corporation and

**WHEREAS**, the City Clerk recommends that the City proceed with the purchase of the Water Furnace GEO heat pump, and

**WHEREAS**, the council finds the proposed equipment and pricing to be appropriate and, therefore, finds that the equipment as indicated and as recommended by the City Clerk should be purchased.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve of the purchase of the Water Furnace GEO heat pump and installation for City Hall from The Waldinger Corporation.

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 19<sup>th</sup> day of February, 2024.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

**PROPOSAL**

**Customer:** Monticello (IA), City of (286781)  
Monticello City Hall (200)  
200 East 1st Street  
Monticello, IA 52310-1501

**Date:** 1/26/2024  
**Quote #:** 403973.1

**Customer PO:**  
**Work Order:**

**Attention:** Sally Hinrichsen

**Project:** Heatpump Replacement

**We propose to furnish the materials and/or perform the work described below:**

We propose replacing the water source heat pump with another heat pump of the same brand and model number.  
Water Furnace  
Model NBV024TL001DBVAN2A Serial 150900618

**We have included the following:**

- All labor during regular business hours
- Final adjustment and calibration of equipment
- 1- Water Furnace Geo heat pump
- Shipping (Current lead time is 10-11 weeks)
- Misc. sheet metal transitions
- Water piping
- Electrical

**We have not included:**

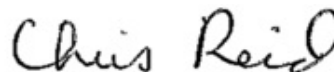
- All work not specifically stated in this proposal
- Asbestos abatement or hazardous waste disposal
- Parts or labor from original call
- Next day or Express shipping is not included

**All for the sum of:** thirteen thousand eight hundred ten dollars and twenty-eight cents  
**\$13,810.28**

This proposal is subject to the terms and conditions as shown on the attached page.  
This quote is good for 30 (thirty) day(s).

Purchaser's Acceptance:  
**Monticello City Hall**

Respectfully Submitted:  
**The Waldinger Corporation**



1/26/2024

Signature

Date

Signature

Date

Printed Name

Chris Reid

Printed Name

## TERMS AND CONDITIONS

### 1. SCOPE OF WORK

This Proposal, upon notice to proceed by the Purchaser, shall constitute the entire Agreement between The Waldinger Corporation and the Purchaser and supersedes any prior representations or understandings. No change or modification of any of the terms and conditions stated herein shall be binding upon The Waldinger Corporation unless accepted by The Waldinger Corporation in writing.

Unless it is specifically noted otherwise, The Waldinger Corporation's obligation under this Agreement expressly excludes any work or service associated with clean up, control, removal or disposal of environmental hazards or dangerous substances including but not limited to asbestos or PCB's discovered in or on the premises.

Unless it is specifically noted otherwise, this Proposal is based upon the use of straight time labor only.

### 2. INVOICING AND PAYMENTS

The Waldinger Corporation may invoice Purchaser monthly for all materials delivered to the jobsite or to an off-site storage facility and for all work performed on-site and off-site. Purchaser agrees to pay The Waldinger Corporation the amount invoiced upon receipt of invoice. Invoices not paid within 30 days of the invoice date will be considered delinquent and subject to a service charge and interest computed at the maximum allowable legal interest rate.

The Purchaser agrees that he will pay and reimburse The Waldinger Corporation for any and all reasonable attorney's fees or other costs which are incurred by The Waldinger Corporation in the collection of the amounts due and payable hereunder.

### 3. WARRANTY

The Waldinger Corporation warrants and agrees to replace any of its workmanship which is disclosed within a period of 1 Year(s) after the performance thereof to be defective. The Waldinger Corporation warrants materials and parts purchased by The Waldinger Corporation from others only to the extent the same are warranted by the suppliers thereof.

### 4. TAXES

The price stated in this proposal includes any applicable taxes unless specifically noted otherwise. Purchasers shall pay any and all taxes as required by federal, state or local law.

### 5. COMPLIANCE WITH LAWS

The Waldinger Corporation shall comply with all applicable federal, state or local laws and regulations and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits of a permanent nature shall be procured and paid for by the Purchaser.

### 6. LIABILITY

The Waldinger Corporation shall indemnify the Purchaser from liabilities, losses or damages which may arise in connection with the execution of the work herein specified, and which are caused solely by the negligent act or omission of The Waldinger Corporation. Notwithstanding the foregoing, in no event shall The Waldinger Corporation be liable for any special, indirect or consequential damages which may arise in any manner in connection with the execution of the work, nor shall The Waldinger Corporation's liability under this indemnification exceed the greater of \$25,000.00 or the price of the work stated in this Proposal.

The Waldinger Corporation shall not be liable for any delay in the performance of the work resulting from or attributable to acts or circumstances beyond The Waldinger Corporation's control, including, but not limited to, acts of nature, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, owner, or other contractors or delays caused by suppliers or subcontractors of The Waldinger Corporation.



**City Council Meeting**  
**Prep. Date:** 02/15/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 5  
**Agenda Date:** 02/19/2024

*Communication Page*

**Agenda Items Description:** Authorize Mayor to Sign, and Clerk to record Memorandum of Agreement between City and Theisen Real Estate LLC

<b><u>Type of Action Requested:</u></b> Resolution					
<b><u>Attachments &amp; Enclosures:</u></b>  Resolution Memorandum of Agreement	<b><u>Fiscal Impact:</u></b> Budget Line Item: <table border="1"><tr><td> </td></tr></table> Budget Summary: <table border="1"><tr><td> </td></tr></table> Expenditure: <table border="1"><tr><td> </td></tr></table> Revenue: <table border="1"><tr><td> </td></tr></table>				

**Synopsis:** In September, 2023, the City approved a development agreement with Theisen’s Real Estate LLC pertaining to the redevelopment of the former High/Middle School site.

From time to time legal entities (like commercial lenders) will request proof that the agreement has been “recorded”. Recording such agreements is not a common practice in Iowa, but is often *required* in other states.

Instead of recording the extensive agreement, we can record a brief document that states there is an agreement and summarizes the agreement. This at least puts parties on notice that there may be benefits or obligations related to this property.

City Attorney Doug Herman drafted the attached Memorandum, and Theisen’s attorney has reviewed and approved it. The Resolution would allow the Mayor to sign it, and authorize the Clerk to record the Memorandum.

**Recommendation:** Approval of the resolution, authorizing the Mayor to sign the Memorandum and the Clerk to attest and record the document, is recommended.

RESOLUTION NO.

**Authorizing Mayor to sign, and Clerk to attest and record, Memorandum of Agreement (and Affidavit) with Theisen’s Real Estate LLC**

**WHEREAS**, the City of Monticello, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Monticello Urban Renewal Area (the “Urban Renewal Area”); and

**WHEREAS**, the City adopted Resolution #2023-107, on August 7, 2023 Approving Development Agreement (the “Development Agreement”) between City of Monticello (the “City”) and Theisen Real Estate LLC (the “Developer”), pertaining to the redevelopment of the former High/Middle School site, and

**WHEREAS**, From time to time legal entities (like commercial lenders) will request proof that the agreement has been “recorded”. Recording such agreements is not a common practice in Iowa, but is often *required* in other states, and

**WHEREAS**, Instead of recording the extensive agreement, we can record a brief document that states there is an agreement and summarizes the agreement. This at least puts parties on notice that there may be benefits or obligations related to this property, and

**WHEREAS**, City Attorney Doug Herman drafted the attached Memorandum, and Theisen’s attorney has reviewed and approved it, and.

**NOW THEREFORE, IT IS RESOLVED** by the City Council of the City of Monticello, Iowa, on this 19<sup>th</sup> day of February, 2024, by the approval of this Resolution, does hereby authorizes Mayor to sign, and Clerk to record Memorandum of Agreement between City and Theisen Real Estate LLC.

**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 19<sup>th</sup> day of February, 2024.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

---

Prepared by: Douglas D. Herman  
Lynch Dallas, PC  
PO Box 2457  
Cedar Rapids, Iowa 52406  
Telephone: 319-365-9101  
Facsimile: 319-365-9512

Taxpayer/Return Address:  
Theisen Real Estate, L.L.C.  
Attn: Chris Theisen  
6201 Chavenelle Road  
Dubuque, IA 52002

**Memorandum**  
**Re: Development Agreement**  
**Between**  
**The City of Monticello, Iowa and Theisen Real Estate, L.L.C.**

The purpose of this Memorandum is to acknowledge the existence of a Development Agreement (“Agreement”) by and between the City of Monticello, Iowa (“City”) and Theisen Real Estate L.L.C., (“Theisen”) same being dated by the City on September 15, 2023 and by Theisen on September 13, 2023, and made applicable by its terms to the following described property:

(TBD) The block surrounded by South Maple Street, East Grand Street, South Main Street and East Washington Street, in the City of Monticello, County of Jones, State of Iowa. (Current site of the now vacant Monticello Middle School)

The Parties agree, that the legal description of the above-described property is as follows:

LOTS 21, 22, 23, 24, 25, 26, 27 and 28, ORIGINAL PLAT OF MONTICELLO, IOWA;

and

LOTS 66, 67, 68 and 69, VARVEL'S ADDITION TO MONTICELLO, IOWA;

and

That part of Cedar Street in the City of Monticello, Iowa, located between Grand Street and Washington Street, and the alley which intersects said part of Cedar Street, being bounded on the North by the South line of Lots Nos. 22 and 27 of the Original Plat of the Town (now City) of Monticello, Iowa, and of Lot No. 68 of Varvel's Addition to the Town (now City) of Monticello, Iowa, and bounded on the South by the North line of Lots Nos. 23 and 26 of the Original Plat of said City and of Lot No. 67 of Varvel's Addition to said City

The following represents a summary of key terms of the Agreement, which is not all inclusive, but intended to make the public aware of the existence of the Agreement and the general terms and provisions thereof. The Agreement provides, and/or the Parties agreed to terms and provisions summarized below:

- (1) The City agreed to provisions related to the following:
  - a) Environmental Remediation/Demolition Grant
  - b) Property Tax Rebate Grant
  - c) Property Tax Rebate Payments
- (2) Theisen Agreed to provisions related to the following:
  - a) To construct various improvements on Property as specified, and within timeframes, set forth in the Agreement.
  - b) To certify estimated incremental property tax revenues anticipated to be paid by Theisen during the agreement, by October 15 of each year after completion of the Project.
- (3) The Parties agreed to provisions related to the following:
  - a) Minimum Assessment Agreement, same having been also approved by the Jones County Assessor, whereby the Property will be valued at no less than \$1,750,000.00 on or before January 1, 2027.
  - b) Provisions related to Default, Amendment and Assignment of the Agreement, Term, Choice of Law / Jurisdiction, and Force Majeure.

The Parties hereby acknowledge and agree that this Memorandum of Agreement in no way supersedes the terms and provisions of the Development Agreement summarized herein, and is not a separate agreement of the Parties, but intended only to summarize the Agreement and to put the public on notice of its' existence and applicability to the Property described herein. In the event that the terms of this Memorandum of Agreement and the terms of the Development agreement conflict, the terms of the Development Agreement shall supersede.

**IN WITNESS WHEREOF**, City and Developer have caused this Memorandum of Agreement to be duly executed on or as of the date first above written.

CITY OF MONTICELLO, IOWA

THEISEN REAL ESTATE, L.L.C.

\_\_\_\_\_  
By: Wayne Peach, Mayor

\_\_\_\_\_  
By: Chris Theisen, Member

\_\_\_\_\_  
By: Sally Hinrichsen, City Clerk

STATE OF IOWA                                )  
  )§  
COUNTY OF JONES                            )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2024, before me, a Notary Public in and for the State of Iowa, personally appeared Wayne Peach and Sally Hinrichsen, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Monticello, Iowa, a municipal corporation, created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said municipal corporation, and that said instrument was signed and sealed on behalf of said municipal corporation by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipal corporation by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public, State of Iowa

STATE OF IOWA                                )  
  )§  
COUNTY OF DUBUQUE                        )

On this \_\_\_\_ day of \_\_\_\_\_, 2024, before me, a Notary Public in and for the State of Iowa, personally appeared Chris Theisen, to me personally known, in his capacity as a Member of Theisen Real Estate, L.L.C., who acknowledged that he executed same on behalf of the L.L.C., by it and by him voluntarily executed.

\_\_\_\_\_  
Notary Public, State of Iowa

**City Council Meeting**  
**Prep. Date:** 02/15/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 6  
**Agenda Date:** 02/19/2024

*Communication Page*

**Agenda Items Description:** Request for Sewer Fee Waiver, Kevin Schmidt, 615 W 6<sup>th</sup> St

**Type of Action Requested:** Motion

**Attachments & Enclosures:**  
  
Application  
Meter and supplemental information

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

**Synopsis:** Kevin Schmidt applied for a sewer fee waiver for a high water bill due to a broken toilet.

The consumption was 169,000 gallons of water, typical use is under 1000 gallons and typically only has to pay the minimum charge. The resulting water bill was \$726.10, the sewer charges were \$2237.35.

All water went down the toilet and into the sewer. This is not eligible for a rebate or waiver of the sewer fees per the City policy. However, Mr. Schmidt wanted to apply and would like to address the Council on Monday evening. His plumber, Bud Coyle, will be present as well.

**Recommendation:** Council direction is requested.

# The City of Monticello, Iowa

RESOLUTION #

## **Approving Credit against Kevin Schmidt's utility billing for the property located at 615 W Sixth Street**

**WHEREAS,** The City of Monticello has received a request for a credit against the utility account of Kevin Schmidt, and

**WHEREAS,** The Council finds that the water usage at the Schmidt home exceed normal usage during the month of January 2024, and

**WHEREAS,** The Council finds that the City has been informed that the high usage was tied to a broken toilet in basement, which has been capped off, and all of the water went into the sanitary sewer system, and

**WHEREAS,** The monthly sewer bill on this account would be approximately \$2,237.35 justifying a credit in the total amount of \$\_\_\_\_\_--.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve a \$\_\_\_\_\_ credit against Kevin Schmidt's utility account at 615 W Sixth Street.

**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 19<sup>th</sup> day of February, 2024.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

**UTILITY BILLING BILLING REGISTER**  
 SERVICE: CYCLE:

ACCOUNT NO/CUSTOMER NAME				NON-UPDATE									
FROM	TO	SV MET	DEMAND	MULTI	PREVIOUS	PRESENT	CONSUMPT E	CURRENT	TAX	ARREARS	DUE		
1620680003*KEVIN SCHMIDT		615 W 6TH ST		FINALED THIS BILLING PERIOD									
12/31/23	2/08/24	ER			0	0	0	7.55					
12/31/23	2/08/24	GA			0	0	0	25.53					
12/31/23	2/08/24	ST			0	0	0	3.77	.27				
1/03/24	2/08/24	SW			296	465	169000	2237.35					
1/03/24	2/08/24	WA			296	465	169000	726.10	43.57				
12/31/23	2/08/24	YW			0	0	0	2.52	.18				
								3002.82	44.02				

Kevin Schmidt normally has the minimum water billing each month.

On Thursday, February 1, Josh Willms read water meters and returned the tablet to me in the afternoon, so I could upload and review the readings. I had other things time sensitive items I was working on, so I didn't start reviewing the readings until Tuesday, February 6th. Upon noticing how high the usage was at Kevin's home, I contacted Josh to ask him to go over there to read the meter again, requesting that he knock on the door and talk to Kevin if the usage still appeared to be high. Josh came back and said he knocked, but there was no answer. I tried calling Kevin and got no answer, so after a few hours, I called Water/Wastewater Superintendent Jim Tjaden to ask him to have Josh go over there to turn the water off. Prior to Josh arriving there, I tried calling Kevin again and this time he answered. I asked him if he was aware of any broken pipes and he said that he was unable to get to the basement at this time. I informed Kevin that Josh was on his way there and asked if he wanted him to check for broken pipes or a leak. He stated that he would like Josh to do that, so I let Josh know. After a short time, Josh returned to the office to tell me that Kevin had a toilet running in his basement. He was unable to find a shut-off on the toilet, so he shut the water off at the meter and informed Kevin that he would need to contact a plumber to have the toilet repaired or removed. I finalized out the account on February 8th, so Kevin would just have one high billing.

January 3 - February 1: 131,000 gallons

February 1 - 8: 38,000 gallons

Cheryl Clark  
 Deputy City Clerk



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

Name: KEVIN SCHMIDT

Address: 615 W 6TH

Account No. \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No. 319-331-1106

Description of Leak: BROKEN TOILET  
WOULDN'T STOP RUNNING

Repairs Made: TOILET LINE CAPPED OFF  
Date: 2-6-24

Plumber: GOYLES PLUMBING

CUSTOMER REQUEST

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

Customer Signature: [Signature] Date: 2-24-24

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CITY AUTHORIZATION

Reviewed and Accepted – Credit Authorization for \$ \_\_\_\_\_

- Attachments: 1. Copy of Plumber's Bill \_\_\_\_\_  
2. Calculation of Credit \_\_\_\_\_  
3. Print out of adjustment page \_\_\_\_\_

\_\_\_\_\_  
Mayor Date

\_\_\_\_\_  
City Administrator Date

Plumber's Verification  
To  
City of Monticello, Iowa

Plumber: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Customer Address: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

A copy of my invoice is attached.

Plumber's Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**City Council Meeting**  
**Prep. Date:** 02/15/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 7  
**Agenda Date:** 02/19/2024

*Communication Page*

**Agenda Items Description:** Consider using LMI TIF Set-aside funds for Housing Rehab Program

**Type of Action Requested:** Discussion and Direction

**Attachments & Enclosures:**  
  
Letter from JCEDC

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

**Synopsis:** The City has set-aside funding available for use to improve low and moderate income (“LMI”) housing. If the City wishes to use Urban Renewal (“TIF”) funding for other housing projects, additional set-aside funding will be required.

Without a resource to develop or rehab low/mod housing, the city has held onto these funds since the Breckenridge project was developed. Derek Lumsden has approached the City with a possible solution to use the money as part of a low/mod housing rehabilitation program, for which he’s already received a grant of \$500,000 to provide rehab projects County wide.

**Background:** Iowa law heavily restricts the use of Urban Renewal funding for housing development. For housing projects under Code Section 403.22, a city is required to also provide “assistance for low and moderate income family housing.” This can be provided by one of the following methods or a combination of the two:

1. Setting aside tax increment equal to a portion of the original project cost that is equal to the percentage of residents in the county that do not exceed the Low and Moderate Income (LMI) threshold into a LMI fund that can be used anywhere within the city for LMI housing assistance.
2. Providing housing affordable to LMI residents.

This money, if generated in Monticello, is required to stay in Monticello, but is not restricted to the “TIF” and can be used anywhere in the City. The current funds the City is holding for the low/mod housing is about \$16,000.

While generally conceptual, the City Administrator is supportive of the idea for the following reasons:

1. It will help low and moderate income homeowners maintain or repair problems before they get worse;
2. It provides a use for the LMI funding that does not require additional staff resources;
3. It allows the City to leverage additional funding through the JCEDC's grant, and;
4. It allows the TIF to benefit neighborhoods elsewhere in town by funneling reinvestment to homes that may not otherwise see improvements.

If Council agrees with this idea, we will work with Derek to develop an agreement and guidelines for the program and return for Council review prior to proceeding with the program.

**Recommendation:** Council discussion and direction is requested.



# Jones County Economic Development

*YOUR success is OUR point!*

1/30/2024

Russ Farnum, City Administrator  
City of Monticello  
200 E. 1<sup>st</sup> Street  
Monticello, IA 52310

RE: City of Monticello LMI Set Aside

Dear Russ,

Jones County Economic Development has been researching and working on the housing issues in Jones County for the last several years. Since the 2008 housing crisis, the housing market has been slow to return to its pre-recession boom and that has led to a lag of newer homes being built and older homes being put on the market. Followed up with the 2020 pandemic and the 2023 inflation rate hikes by the Fed, it has made housing scarce and unaffordable for a large range of people in our communities.

One of the constant issues we hear from local businesses are that they are in need of workforce. Within the next five to ten years, they expect most of their legacy employees to be retiring and there has not been a steady influx of talent into Jones County as the population has remained relatively stagnant over the last twenty years. Additionally, those that have moved in tend to be retirees themselves or people that move here for the lower cost of living while working in other locations in our region.

All of the businesses concur that more housing options would help to some degree. Currently, Jones County pulls from a lot of our neighboring counties: Delaware, Dubuque, Jackson, Clinton, Cedar, and Linn. However, each of those workers has a commute that can be hard to maintain with winter weather in Iowa, heavily fluctuating gas prices, lack of consistent and affordable public transportation, etc. If there were more housing options of a wider price range and selection, businesses are convinced more workers would be enticed to move to and stay in the communities where they work.

Jones County Economic Development has had some small success working with communities related to housing. However, as the cost of building housing has increased, newer homes have been a lot harder for younger people to afford. Add on the cost of the current market with interest rates, insurance, etc. and it has become a hard market for anyone to afford a quality home. And the ones that are on the market tend to go fast, be sometimes overpriced or in need of a lot of repair, and are often turned into rentals that do nothing for a potential homebuyer. Noting some of the issues regarding housing, Jones County Economic Development has been working on a solution to offer a variety of housing to those entry-level workers who can be part of the workforce solution for the decades to come.

In 2021, Jones County Economic Development worked with Representative Ashley Hinson's office to get a Community Project Funding application through Congress. In 2022, Jones County Economic Development was awarded with a \$500,000 grant to fund low-to-moderate income housing across Jones County. The goal will be to focus on a variety of housing in Jones County, including: New single family homes, new multi-family dwellings, upper story housing, Homes for Iowa program housing, developing clean lots, a buy-down agreement, hazardous clean-up, and more. While all of the aforementioned categories might not be used, the money can be utilized in a number of different ways to increase affordable housing throughout Jones County.

So where does Monticello come in to this project? The City of Monticello has used Tax Increment Financing in the past to incentivize housing development in the community. As part of the law around Tax Increment Financing, the City is required to have a certain percentage of money set aside into an LMI (low-to-moderate income) fund. This funding must be spent on affordable housing projects within the City. However, most cities are not in the home developing business and often sit on the money for years because they do not have any projects for it. Additionally, most developers prefer not to build affordable housing because the margins are not as high, if they exist at all, as developing custom-built new housing for people.

Jones County Economic Development is requesting a partnership with the City of Monticello where the City would transfer their existing LMI set aside funds to Jones County Economic Development's HUD Housing Fund. This money would allow Jones County Economic Development to target more opportunities for affordable housing in Monticello while working to draw down funds from the federal government. All Monticello LMI set aside funds would be used inside the city limits of Monticello. Our hope is that this arrangement would last through the HUD project and possibly beyond if there is enough interest in developing affordable housing in the Monticello community.

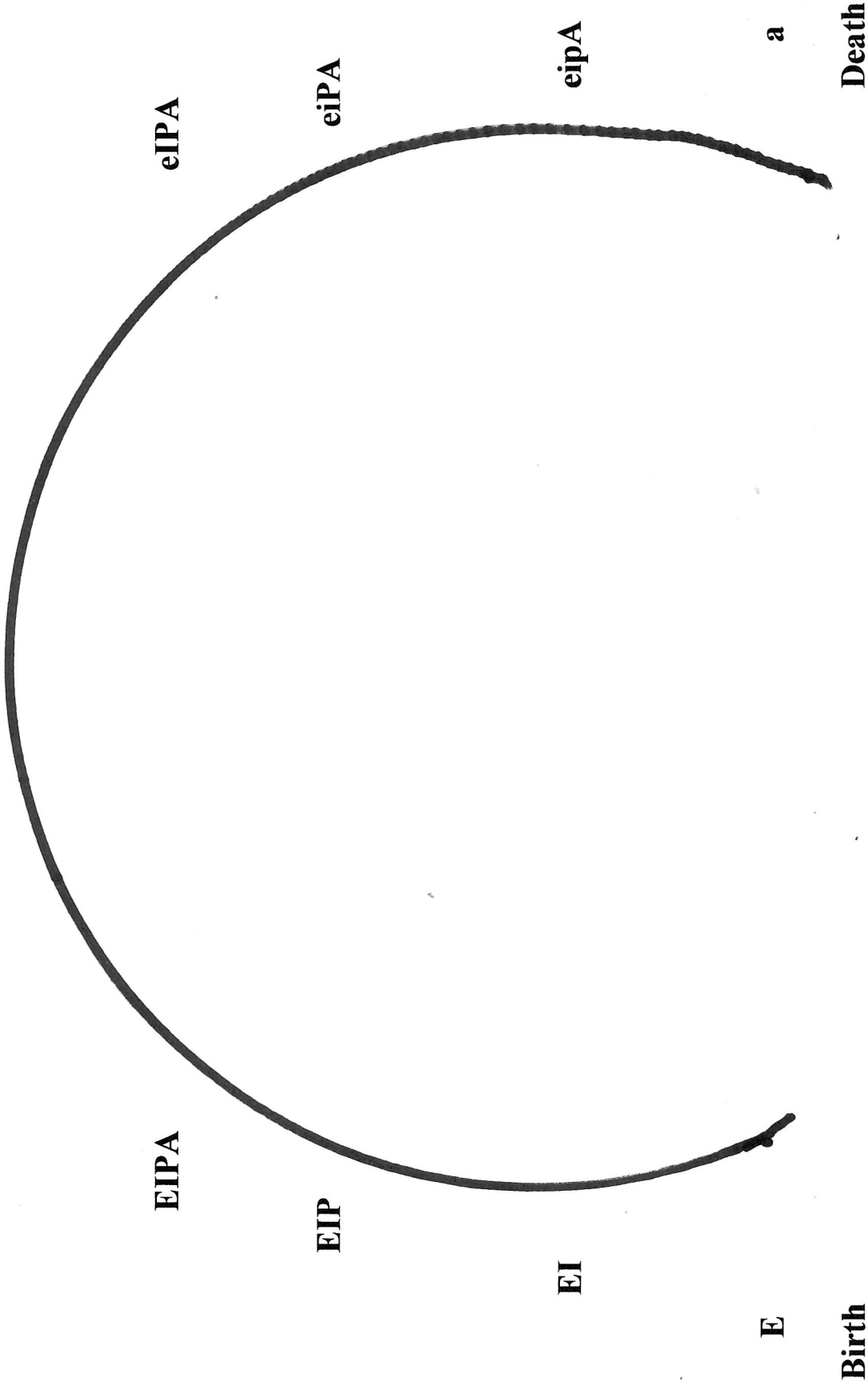
If you have any questions or concerns, I will be happy to meet with you personally as well as the Monticello City Council. Jones County Economic Development thinks this is a viable way to improve the quality and variety of housing in Jones County as we look to the future of our workforce and our communities. Please let me know if you have any questions. Thank you for your consideration of this proposal.

Sincerely,

Derek Lumsden, Executive Director

On behalf of the Jones County Economic Development Board of Directors

**Mayor's Report – Life Cycles of An Organization**



**E=Energy, I=Inclusiveness, P=Programs, A=Administration**

**RESOLUTION NO.**

**Setting Time and Place for a Public Hearing for the Purpose of Considering the Consolidated General Fund Tax Levy for the City's Fiscal Year 2024-2025 Budget**

**WHEREAS**, the City Council of Monticello, Iowa is preparing the annual budget for the Fiscal Year 2024-2025; and

**WHEREAS**, Iowa HF 718 requires a public hearing on the consolidated general fund tax levy where any resident or taxpayer of the City may present to the City Council objections or arguments in favor of the tax dollars before the budget is adopted and certified to the county auditor; and

**WHEREAS**, interested residents or taxpayers having comments for or against the proposed property tax rate may appear and be heard at the public hearing at the city council meeting on April 1<sup>st</sup> at 5:30 PM at the City Council Chambers at the Mary Lovell LeVan Renaissance Center, Monticello, Iowa.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Monticello, Iowa, that this confirms that the city council order the publication of a notice of public hearing pertaining to the consolidated general fund tax levy not less than ten (10) days nor more than twenty (20) days prior to the date set for the hearing.

Passed and approved this 19<sup>th</sup> day of February, 2024.

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Wayne Peach, Mayor

ATTEST:

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Sally Hinrichsen, City Clerk/Treasurer