

# City of Monticello, Iowa

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Posted on January 13, 2017 at 5:00 p.m.

Monticello City Council Regular Meeting January 16, 2017 @ 6:00 p.m.  
Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

Mayor:	Dena Himes	City Administrator:	Doug Herman
City Council:		Staff:	
At Large:	Dave Goedken	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Brian Wolken	Public Works Dir.:	Brant LaGrange
Ward #1:	Rob Paulson	City Engineer:	Patrick Schwickerath
Ward #2:	Johnny Russ	Police Chief:	Britt Smith
Ward #3:	Chris Lux	Ambulance Dir.:	Vacant
Ward #4:	Tom Yeoman, Mayor Pro Tem		

## - 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.

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

Approval of Council Mtg. Minutes	January	03, 2017
Approval of Payroll	January	05, 2017
Approval of Bill List		
Approval of Treasurer's Report, December 2016		
Approval of Dollar General Liquor License		
Approval of Legacy Lanes Liquor License		
Approval of appointment of Connie Edwards, Cem. Board, to fill expiring term of Jon Husman		
Approval of appointment of Robynn Westphal to P & Z & BOA, to fill expiring term of Diane Flannagan		
Approval of re- appointment of Larry Behrends, David Savage, and Duff Coleman to Airport Board		
Approval of re-appointment of Britt Smith as Chief of Police		
Approval of re-appointment of Sally Hinrichsen as City Clerk/City Treasurer		
Approval of appointment to Park and Recreation Board		

## Presentation:

1. MYBSA
2. Library Board Budget Presentation

## Motions:

3. **Motion** to approve renewal of Whiskey River Liquor License

**Public Hearing:**       None

**Resolutions:**

4. **Resolution** to approve annual investment in Jones County Extension Summer Reading Program.
5. **Resolution** to approve annual investment in Jones County Economic Development.
6. **Resolution** to approve annual investment in Jones County Tourism.
7. **Resolution** to approve annual investment in Jones County Senior Dining.
8. **Resolution** designating the Monticello Express as the official publication newspaper for the City of Monticello.
9. **Resolution** to approve Written Investment Policy applicable to all Funds of the City of Monticello, Iowa, as required by Chapters 12B and 12C of the Code of Iowa.
10. **Resolution** to approve standard Residential Tax Abatement application related to property located at 745 Breckenridge Drive.
11. **Resolution** to approve standard Residential Tax Abatement application related to property located at 708 Park Drive.
12. **Resolution** to approve Plat of Survey to Parcel 2017-\_\_\_\_. (Waiting for final Parcel Number)
13. **Resolution** to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the North Water Tower Repainting Maintenance Project and the taking of bids therefor
14. **Resolution** to approve appointment of Snyder & Associates as Monticello Airport Engineer, for Airfield Development Projects, and Jerald Searle, with the HDR/Snyder & Associates team, for Airport Planning and Environmental Services.
15. **Resolution** to approve hiring of Jacob Oswald as Monticello Park and Recreation Director.

**Ordinances:**

16. **Ordinance** Amending Chapter 69, Parking Regulations, with regard to parking restrictions on N. Gill Street. (3<sup>rd</sup> Reading)

**Reports / Potential Action:**

- **Hornstein Gift**
- **Samantha Clemen letter Re: Pitbull Ordinance**
- **Annexation / Severance Updates.** Kraus/Shover and Yousse property discussion.
- **Planning and Zoning / Board of Adjustment Meeting Update**
- **Behrends Storm Water Project**
- **Water Tower:** Painting project update
- **Park and Rec:** Interview Progress
- **Board Openings:** Airport (3); P & Z (1); Tree Board (2)

**Budget:** Some Budget review will occur depending upon length of meeting and interest of City Council in spending time on the budget tonight.

**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.

Regular Council Meeting - Official  
January 3, 2017  
Community Media Center  
6:00 P.M.

Mayor Dena Himes called the meeting to order. Council present: Dave Goedken, Brian Wolken, Rob Paulson, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Brant LaGrange, Police Chief Britt Smith and City Engineers Patrick Schwickerath and Casey Zwolinski. Council member Johnny Russ was absent.

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

Paulson moved to approve the consent agenda, Wolken seconded, roll call unanimous.

Herman reported the FAA gave their preliminary approval of the Airport 5-year Capital Improvement Plan, which must be updated every year. Yeoman moved to approve Resolution #17-01 Approving the submission of the FY '18 Airport Capital Improvement Data Sheet and the FY 2018 5-year CIP, Lux seconded, roll call unanimous.

Herman reported Smith's recommendation that parking be restricted within the first 240 feet from the north right-of-way of 4<sup>th</sup> Street north, down the hill, towards 5<sup>th</sup> Street. Goedken moved Ordinance #694 amending Chapter 69, Parking Regulations, Monticello Code, by amending Provisions pertaining to "No Parking Zones", adding no parking on east side of North Gill Street as recommended by the Smith, second reading and in title only, Lux seconded, roll call unanimous. Herman will update Ordinance before next meeting.

Herman reviewed the report from the insurance company which showed City savings in the approximate amount of \$37,000, a 24.67% savings over what would have been spent had the City not partially self-funded its' insurance obligations.

Herman continues to work with Mike Kraus and Connie Shover on the severance of their properties east of Highway 151 and north of Highway 38. LaGrange will contact Tracy Yousse in regard to the annexation of the Sign Shop.

Herman reported that LaGrange is planning to set up a meeting with Jerry McElmeel and Gerry Behrends to discuss options associated with the Behrends' ditch closure. Herman is attempting to locate used concrete pipe for this project.

Herman and Schwickerath will continue to work with water tower lessees in regard to an alternative placement plans for their equipment during the water tower repainting project.

Herman reported that five 5 candidates had been interviewed for the Park Director position, with two also being interested in the other Park and Rec FT position. He hopes to make a decision this week.

Herman reported that there are openings on the following boards: Park and Recreation, Airport, Planning and Zoning and Tree. Some openings may be filled by current members, however, it is always advisable to seek interest from potential new members.

At the prior meeting of the City Council, Herman and Smith were directed to arrange for and schedule a hearing on the Whiskey River liquor license. In furtherance of that objective Herman and Smith are trying to set something up with investigators associated with a Dubuque County and Jones County criminal cases. Herman is waiting for a return call from the Dubuque County investigator. Herman will schedule the hearing as quickly as possible.

Himes reviewed her Mayoral appointments with the Council.

Schwickerath is working with Alliant in regard to utility interference associated with the East First Street bridge project. After the receipt of Alliant's plan, he will complete the E. First Street bridge preliminary plans. The proposed bid letting is set for June 20<sup>th</sup>, with construction starting around August 1<sup>st</sup>

Herman reported that staff is working on FY 2018 budget.

Goedken moved to go into closed session under §21.5(1)(j) of the Iowa Code "To discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for the property". Lux seconded, Roll call unanimous.

Wolken moved, Yeoman seconded to end the closed session and return to open session. Roll call unanimous.

Wolken moved to adjourn the Council meeting at 6:43 P.M.

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Dena Himes, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - JANUARY 5, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>Dec. 19, 2016 - Jan. 1, 2017</b>				
Angela Batcheler	\$ 24.00	-	0.00	0.00	\$ 20.59
Brian Bronemann	10.56	-	0.00	0.00	9.07
Carter Bronemann	118.24	-	0.00	0.00	99.24
Dawn Brus	2,305.50	799.31	0.00	318.00	1,523.33
Stephen Fasnacht	103.20	-	0.00	0.00	88.53
Ben Hein	139.20	-	0.00	0.00	119.42
David Husmann	58.56	-	0.00	0.00	50.24
Mary Intlekofer	1,785.00	-	32.00	100.25	941.19
C.J. Johnson	2,512.81	47.81	0.00	99.25	1,545.39
Brandon Kent	2,916.56	956.25	0.00	0.00	1,979.80
Lori Lynch	2,720.00	765.00	0.00	0.00	1,688.98
Dave McNeill	273.60	-	0.00	0.00	231.72
Chris Sampson	1,827.56	364.50	0.00	0.00	1,316.48
Shelly Searles	1,020.00	765.00	0.00	0.00	833.06
Brenda Surom	765.00	765.00	0.00	0.00	550.68
Chris Williams	182.25	182.25	0.00	0.00	156.35
<b>TOTAL AMBULANCE</b>	<b>\$ 16,762.04</b>	<b>\$ 4,645.12</b>	<b>32.00</b>	<b>517.50</b>	<b>\$ 11,154.07</b>
<b>CEMETERY</b>	<b>Dec. 17 - 30, 2016</b>				
Dan McDonald	\$ 1,665.60	\$ 129.60	0.00	0.00	\$ 1,161.66
<b>TOTAL CEMETERY</b>	<b>\$ 1,665.60</b>	<b>\$ 129.60</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,161.66</b>
<b>CITY HALL</b>	<b>Dec. 18 - 31, 2016</b>				
Cheryl Clark	\$ 1,585.99	\$ 21.99	0.00	0.00	\$ 1,007.17
Doug Herman	3,629.96	-	0.00	0.00	2,561.53
Sally Hinrichsen	2,321.74	-	0.00	0.00	1,587.64
Heather Paddock	481.50	67.50	0.00	0.00	334.34
Nanci Tuel	1,324.01	-	0.00	0.00	848.46
<b>TOTAL CITY HALL</b>	<b>\$ 9,343.20</b>	<b>\$ 89.49</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 6,339.14</b>
<b>FIRE</b>					
Mike Bader	\$ 60.00	-	0.00	0.00	\$ 55.41
Marvin Keichen	100.00	-	0.00	0.00	92.35
Don McCarthy	125.00	-	0.00	0.00	107.24
Mike Wink	100.00	-	0.00	0.00	92.35
<b>TOTAL FIRE</b>	<b>\$ 385.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 347.35</b>
<b>LIBRARY</b>	<b>Dec. 19, 2016 - Jan. 1, 2017</b>				
Julie Aldrich	\$ 283.66	-	0.00	0.00	\$ 241.83
Kyle Gassman	260.49	-	0.00	0.00	224.06
Heather Paddock	161.97	23.51	0.00	0.00	112.47
Penny Schmit	899.20	-	0.00	0.00	651.02
Madonna Thoma-Kremer	595.65	-	0.00	0.00	497.64
Michelle Turnis	1,487.83	-	0.00	0.00	915.56
<b>TOTAL LIBRARY</b>	<b>\$ 3,688.80</b>	<b>\$ 23.51</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,642.58</b>
<b>MBC</b>	<b>Dec. 19, 2016 - Jan. 1, 2017</b>				
Tami Bartram	\$ 1,578.02	-	0.00	0.00	\$ 1,065.70
Madison Lambert	29.00	-	0.00	0.00	26.78

# PAYROLL - JANUARY 5, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>MBC (cont.)</b>					
Heather Paddock	454.50	67.50	0.00	0.00	315.66
Sarah Zirkeibach	14.50	-	0.00	0.00	12.53
<b>TOTAL MBC</b>	<b>\$ 2,076.02</b>	<b>\$ 67.50</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,420.67</b>
<b>POLICE</b>					
	<b>Dec. 19, 2016 - Jan. 1, 2017</b>				
Dawn Graver	\$ 2,432.64	\$ -	0.00	0.00	\$ 1,640.56
Erik Honda	1,740.76	-	0.00	3.00	1,282.55
Jordan Koos	1,924.14	-	12.00	54.50	1,372.96
Britt Smith	2,372.39	-	0.00	0.00	1,696.89
Madonna Staner	1,378.40	-	0.00	0.00	1,025.25
Brian Tate	2,881.20	-	0.00	0.00	2,060.45
Robert Urbain	2,111.16	-	34.00	95.50	1,450.95
<b>TOTAL POLICE</b>	<b>\$ 14,840.69</b>	<b>\$ -</b>	<b>46.00</b>	<b>153.00</b>	<b>\$ 10,529.61</b>
<b>ROAD USE</b>					
	<b>Dec. 17 - 30, 2016</b>				
Billy Norton	\$ 2,097.60	\$ 561.60	0.00	0.00	\$ 1,420.50
Wayne Yousse	1,982.40	446.40	0.00	0.00	1,373.13
<b>TOTAL ROAD USE</b>	<b>\$ 4,080.00</b>	<b>\$ 1,008.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,793.63</b>
<b>SANITATION</b>					
	<b>Dec. 17 - 30, 2016</b>				
Michael Boyson	\$ 1,613.55	\$ 125.55	0.00	0.00	\$ 1,091.70
Nick Kahler	1,946.40	410.40	0.00	0.00	1,357.13
Chris Taylor	1,536.00	-	0.00	0.00	947.86
<b>TOTAL SANITATION</b>	<b>\$ 5,095.95</b>	<b>\$ 535.95</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,396.69</b>
<b>SEWER</b>					
	<b>Dec. 17 - 30, 2016</b>				
Tim Schultz	\$ 1,881.00	\$ 297.00	0.00	0.00	\$ 1,272.36
Jim Tjaden	1,864.00	-	0.00	0.00	1,307.74
<b>TOTAL SEWER</b>	<b>\$ 3,745.00</b>	<b>\$ 297.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,580.10</b>
<b>WATER</b>					
	<b>Dec. 17 - 30, 2016</b>				
Brant LaGrange	\$ 1,961.54	\$ -	0.00	0.00	\$ 1,336.57
Jay Yanda	1,984.70	200.70	0.00	0.00	1,392.84
<b>TOTAL WATER</b>	<b>\$ 3,946.24</b>	<b>\$ 200.70</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,729.41</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 65,628.54</b>	<b>\$ 6,996.87</b>	<b>78.00</b>	<b>670.50</b>	<b>\$ 45,094.91</b>

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
<b>ACCOUNTS PAYABLE CLAIMS</b>				
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GENERAL				
POLICE DEPARTMENT				
INFRASTRUCTURE TECHNOLOGY	PD SUPPLIES	83.90		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	77.42		
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	202.02		
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING	31.27		
MEDIACOM	PD CABLE SERVICE	91.34		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	700.69		
BRITT SMITH	PD POSTAGE	6.68		
TECHNICOM INC	PD/CH TECH SUPPORT FEES	147.00		
TRI COUNTY PROPANE LLC	PD FUEL	56.79		
U.S. CELLULAR	PD CELL PHONES	319.30		
WELAND CLINICAL LAB P.C.	PD LAB	275.00		
		=====		
	POLICE DEPARTMENT	1,991.41		
AQUATIC CENTER				
TYLOR BOHEMAN	POOL PRIVATE LESSONS	50.00		
MEDIACOM	POOL TELEPHONE	43.82		
		=====		
	AQUATIC CENTER	93.82		
CEMETERY				
JON C & DONNA L HUSMAN	CEMETERY REFUND - H318 N1/2	520.00		
LAPORTE MOTOR SUPPLY	CEMETERY EQUIP REPAIR/MAINT	85.75		
M TOWN TIRE & AUTO	CEMETERY EQUIP REPAIR/MAINT	111.66		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	182.50		
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	467.25		
WILLIAM WARREN, INC.	CEMETERY/RU BOOTS - MCDONALD	113.26		
		=====		
	CEMETERY	1,480.42		
SOLDIER'S MEMORIAL BOARD				
ADVANCE CONSTRUCTION INC	SLDR MEM BLDG REPAIR/MAINT	8.02		
BRIAN KRAMER	SNOW REMOVAL	172.50		
MEDIACOM	SLDR MEM TELEPHONE	24.96		
		=====		
	SOLDIER'S MEMORIAL BOARD	205.48		
MAYOR AND CITY COUNCIL				
CHRISTINA LUX	COUNCIL MILEAGE	12.84		



**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	MAYOR AND CITY COUNCIL	12.84		
	ATTORNEY			
LEXISNEXIS	ATTORNEY RESEARCH	95.00		
	ATTORNEY	95.00		
	CITY HALL/GENERAL BLDGS			
ADVANCE CONSTRUCTION INC	CH BLDG REPAIR/MAINT	24.08		
FAREWAY STORES #840-1	CH BUILDING SUPPLIES	32.93		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	119.00		
JONES COUNTY RECORDER	CH RECORDING FEES	12.00		
BRIAN KRAMER	CH NUISANCE ABATEMENTS	365.00		
DAVID B MCNEILL	CH BUILDING SUPPLIES	10.38		
MEDIACOM	CH TELEPHONE	158.09		
MONTICELLO EXPRESS INC	CH ADVERTISING	399.83		
TECHNICOM INC	PD/CH TECH SUPPORT FEES	100.00		
	CITY HALL/GENERAL BLDGS	1,221.31		
	GENERAL	5,100.28		
	MONTICELLO BERNDES CENTER			
	PARKS			
ALLIANT ENERGY-IES	MBC UTILITIES - 509 E OAK	125.37		
BAKER PAPER CO INC	MBC GROUNDS SUPPLIES	135.80		
FAREWAY STORES #840-1	MBC CONCESSIONS	77.54		
KRAUS PLUMBING & HEATING INC	MBC SKATING RINK SUPPLIES	58.05		
MEDIACOM	MBC TELEPHONE	43.82		
MITCH MONK	MBC SNOW REMOVAL	40.00		
	PARKS	480.58		
	MONTICELLO BERNDES CENTER	480.58		
	FIRE			
	FIRE			
LASLEY ELECTRIC LLC	FIRE BLDG REPAIR/MAINT	1,298.68		
MEDIACOM	FIRE TELEPHONE	43.82		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	28.21		
	FIRE	1,370.71		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	FIRE	1,370.71		
	AMBULANCE			
	AMBULANCE			
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	29.07		
JOE MCDONELL	AMB BLDG REPAIR/MAINT	251.00		
MEDIACOM	AMB CABLE SERVICE	91.35		
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL	391.39		
	AMBULANCE	762.81		
	AMBULANCE	762.81		
	LIBRARY IMPROVEMENT			
	LIBRARY			
TEI LANDMARK AUDIO	LIB IMP BOOKS	440.00		
	LIBRARY	440.00		
	LIBRARY IMPROVEMENT	440.00		
	LIBRARY			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB AUDIOS/GEHRET BOOKS	39.59		
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.25		
INFRASTRUCTURE TECHNOLOGY	LIB DATA PROCESSING	50.00		
BRIAN KRAMER	SNOW REMOVAL	172.50		
MEDIACOM	LIB TELEPHONE	116.48		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	244.96		
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES	33.94		
TEI LANDMARK AUDIO	LIB AUDIO RECORDINGS	1,000.00		
	LIBRARY	1,669.72		
	LIBRARY	1,669.72		
	AIRPORT			
	AIRPORT			
MONTICELLO COMM SCHOOL DISTRCT	AIRPORT FUEL	185.45		
MONTICELLO EXPRESS INC	AIRPORT ADVERTISING	17.78		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	AIRPORT	203.23		
	AIRPORT	203.23		
	ROAD USE			
	STREETS			
BROWN SUPPLY CO INC	RU VEHICLE OPERATING	1,728.00		
DONALD HUGHES	RU EQUIP REPAIR/MAINT	192.00		
IOWA STATE PRISON INDUSTRIES	RU STREET MAINTENANCE SUPPLIES	613.20		
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	219.65		
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	14.96		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	181.70		
LASLEY ELECTRIC LLC	RU STREET LIGHT REPAIR/MAINT	269.46		
MEDIACOM	RU TELEPHONE	46.05		
MERCYCARE COMMUNITY PHYSICIANS	RU OSHA - YOUSSE	19.00		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	1,271.47		
MONTICELLO EXPRESS INC	RU ADVERTISING	173.40		
RICHARD L BEHNKEN	RU STREET MAINTENANCE SUPPLIES	281.00		
UNITY POINT CLINIC -	RU OSHA - YOUSSE	37.00		
WILLIAM WARREN, INC.	CEMETERY/RU BOOTS - MCDONALD	60.98		
	STREETS	5,107.87		
	SNOW REMOVAL			
ALL SEASON'S TRUCKING INC	RU SNOW REMOVAL	2,056.67		
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL	1,762.80		
	SNOW REMOVAL	3,819.47		
	ROAD USE	8,927.34		
	TRUST/SLAVKA GEHRET FUND			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB AUDIOS/GEHRET BOOKS	373.60		
MICRO MARKETING LLC	LIB GEHRET BOOKS	221.58		
MICHELLE TURNIS	LIB GEHRET PROGRAMMING	175.56		
	LIBRARY	770.74		
	TRUST/SLAVKA GEHRET FUND	770.74		
	MARY MAXINE REDMOND TRUST			
	LIBRARY			

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
FAREWAY STORES #840-1	LIB REDMOND PROGRAMMING	14.44		
		=====		
	LIBRARY	14.44		
		=====		
	MARY MAXINE REDMOND TRUST	14.44		
		=====		
	C.C. BIDWELL LIBRARY BOOK			
	LIBRARY			
TEI LANDMARK AUDIO	LIB BIDWELL BOOKS	500.00		
		=====		
	LIBRARY	500.00		
		=====		
	C.C. BIDWELL LIBRARY BOOK	500.00		
		=====		
	WATER			
	WATER			
HAWKINS WATER TREATMENT	WATER SUPPLIES	15.00		
	HYGIENIC LABORATORY	69.50		
JOHN DEERE FINANCIAL	WATER SYSTEM	41.51		
LAPORTE MOTOR SUPPLY	WATER SYSTEM	6.79		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	163.24		
MONTICELLO MACHINE SHOP INC	WATER BLDG REPAIR/MAINT	143.83		
		=====		
	WATER	439.87		
		=====		
	WATER	439.87		
		=====		
	SEWER			
		=====		
	SEWER			
GIESE SHEET METAL CO. INC.	SEWER BLDG REPAIR/MAINT	772.31		
	HYGIENIC LABORATORY	SEWER LAB TESTS	1,029.00	
JOHN DEERE FINANCIAL	SEWER OSHA SUPPLIES	11.99		
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	32.74		
MC2, INC.	SEWER EQUIP REPAIR/MAINT	11,986.17		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	163.24		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	2,321.83		
		=====		
	SEWER	16,317.28		
		=====		
	SEWER	16,317.28		
		=====		
	SANITATION			
		=====		
	SANITATION			

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
JOHN DEERE FINANCIAL	RU/SANITATION BLDG REP/MAINT	17.93		
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	7,263.50		
LAPORTE MOTOR SUPPLY	SANITATION EQUIP REPAIR/MAINT	22.19		
MCNEILUS TRUCK & MFG. CO.	SANITATION EQUIP REPAIR/MAINT	290.87		
MONTICELLO COMM SCHOOL DISTRCT	SANITATION FUEL	244.82		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	113.45		
		=====		
	SANITATION	7,952.76		
		=====		
	SANITATION	7,952.76		
		=====		
**** SCHED TOTAL ****		44,949.76		
		=====		
***** REPORT TOTAL *****		44,949.76		
		=====		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	5,100.28		
005	MONTICELLO BERNDES CENTER	480.58		
015	FIRE	1,370.71		
016	AMBULANCE	762.81		
030	LIBRARY IMPROVEMENT	440.00		
041	LIBRARY	1,669.72		
046	AIRPORT	203.23		
110	ROAD USE	8,927.34		
178	TRUST/SLAVKA GEHRET FUND	770.74		
339	MARY MAXINE REDMOND TRUST	14.44		
502	C.C. BIDWELL LIBRARY BOOK	500.00		
600	WATER	439.87		
610	SEWER	16,317.28		
670	SANITATION	7,952.76		

City of Monticello - Monthly Summary - December 1st thru 31st, 2016

1/9/17 *rd*

Reviewed by:

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
<b>GENERAL FUNDS:</b>															
	General	604480.60	104820.47	1321.55	46174.23	92765.14	46174.23	571683.25	610.00	439914.39	131158.86	6033.54	6446.57		571683.25
	Soldiers Memorial Board	12573.94	150.00	79.91	243.83	7811.58	243.83	12480.11	100.00	28022.29	46837.41				12480.11
	Monticello Berendes Center	77549.62	5141.75	3.85	50.00	1107.82	50.00	74959.70		5259.72	9753.79				74959.70
	Dare	5305.87		12.86	10000.00	3627.31	1107.82	5259.72		38667.97	167412.18				5259.72
	Insurance Fund	13374.32		27.68		28771.44		22279.36		5341.32	236.99				22279.36
	Monticello Trees Forever	36909.04	14575.95	269.37	6590.90	28771.44		36936.72		250.00	423.16				36936.72
	Fire	194862.14	22270.42	0.06				206090.15		12231.50	36201.35				206090.15
	Ambulance Operating	-50893.89	5248.45	0.09				-50904.01		1557.84	11011.30				-50904.01
	Hotel/Motel Tax Fund	92.81						5341.32		5701.38	51120.55				5341.32
	Earl F Lehmann Trust	236.90						236.99		16524.47	35375.45				236.99
	Street Bond	250.00						250.00		86490.15	380000.00				250.00
	Police Improvement	11509.34	1137.00	8.32		1725.28		12654.66		12231.50	423.16				12654.66
	Library Improvement	27832.04	11613.25	39.18		10637.85		37759.19	75.00	1557.84	36201.35				37759.19
	Library	17344.33	473.37	24.50	9583.33	10637.85		16787.68		5701.38	11011.30				16787.68
	Equipment Set-A-Side	53021.92		53.95	20000.00	1428.40		53075.87		16524.47	51120.55				53075.87
	Super Mac	-2047.13	748.99	86.77		2827.22		16524.47		86490.15	35375.45				16524.47
	Airport	103647.06						101855.60							101855.60
<b>SPECIAL REVENUE FUNDS:</b>															
	Road Use Tax	435560.70	35100.40			45826.62		424834.48		44834.48	380000.00				424834.48
	Employee Benefits	356453.64	21074.27	424.75	27341.56	52406.00		350611.10		61910.16	288700.94				350611.10
	TIF Tax Collections	524054.01	53164.20	459.84	11063.98	76.30		514208.07		313504.31	200703.76				514208.07
	Slavka Gehret Trust	204551.74		209.49				204684.93		564.47	204120.46				204684.93
	Police Forfeiture Acct	921.23		0.08				921.31		149.60	771.71				921.31
<b>DEBT SERVICE FUNDS:</b>															
	Debt Service	189692.97	16500.80	147.73	14905.80	39868.21		181379.09		170332.96	11046.13				181379.09
	TIF - Debt Payments	0.00			11063.98	11063.98		0.00							0.00
<b>CAPITAL IMPROVEMENTS</b>															
	Revolving Loan Fund	34520.08	75.00	35.07				34630.15		1220.81	33409.34				34630.15
	Park Improvements	14893.04		14.97				14908.01		1214.65	13683.36				14908.01
	Ambulance Improvements	35287.25	2244.59	46.90				37558.74		3112.79	34445.95				37558.74
	TIF Projects	6595.18						6595.18		1909.95	65126.55				6595.18
	Cemetery Improvements	86805.25	2.50	228.75				67036.50		12025.45	12025.45				67036.50
	Cap Imp - FACC	12013.11		12.34				12025.45		114494.38	333854.53				12025.45
	Capital Improvements	607096.80		337.17		159085.06		448348.91		-7377.00					448348.91
	Youth Baseball & Softball	-7377.00						-7377.00		14178.35	14178.35				-7377.00
	Low Income Housing	14163.80		14.55				14178.35		12987.10	12987.10				14178.35
	MDC Funds	12973.79		13.31				12987.10		14475.82	166.27				12987.10
	Baty Disc Golf Course	14631.18		10.91				14642.09		9881.57	9620.88				14642.09
	Mary Maxine Redmond Trust	9863.36		10.13		91.92		9881.57		11047.50	11047.50				9881.57
	Pocket Park	11078.99		8.46		39.95		11047.50		5582.60	152225.30				11047.50
<b>PERMANENT FUNDS:</b>															
	Cemetery Perpetual Care	157555.40	252.50					157807.90		1223.49	8972.60				157807.90
	Charles S Bidwell Book Trust	85123.97		87.12		15.00		85196.09		451.72	40265.38				85196.09
	Ioma Mary Baker Trust	40875.78		41.32				40717.10		57357.09	349209.55				40717.10
<b>ENTERPRISE FUNDS:</b>															
	Water Operating	408214.95	38093.95	449.63		32902.07	7279.82	408566.64		5153.14	81572.56				408566.64
	Customer Deposits	86269.70	921.00	465.00		465.00		86725.70		-354.91	45889.98				86725.70
	Water Capital Improvements	45390.08	406.19	53.05		335.25		45514.07		52038.93	95445.81				45514.07
	Sewer Operating	150972.75	47578.06	52.25		43973.74	7144.58	147484.74		-74581.38	213.31				147484.74
	Sewer Capital Improvements	-74760.44	406.18	6.19		48114.76		134785.12		4143.54	40398.30				-74348.07
	Sanitation	143823.96	38939.46	136.46		5363.88	481.40	134785.12		-2472.12					134785.12
	Sanitation Capital Improvements	43685.49	812.35	44.00		296.95		44541.84		-346.34	280.61				44541.84
	Storm Water Fund	936.52	2405.48	31.16				-2472.12		280.61	280.61				-2472.12
	Flex Spending	-164.77	115.38					-346.34							-346.34
	Enterprise Flex Spending	222.92	67.69					280.61							280.61
<b>INTERNAL REVENUE FUND</b>															
	Self Funded Insurance	0.00	4414.04			4414.04		0.00							0.00
<b>TOTAL OF ALL FUNDS</b>															
		4737754.34	428733.69	4803.72	72144.01	622476.16	72144.01	4548815.59	785.00	1405323.76	3128794.86	7465.40	6446.57	0.00	4548815.59

City of Monticello  
Bank Reconciliation Report  
For the Month of December 2016

Bank Balance		
General Checking	\$1,595,653.30	
Property Tax & Water	\$3,128,794.86	
Soldiers Memorial Ckg	\$6,033.54	
Earl F Lehmann Trust	\$236.99	
Monticello Police Pistol	\$423.16	
Police Forfeiture Acct	\$771.71	
	<u>                    </u>	
Total Bank Balance		<u>\$4,731,913.56</u>
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
	<u>                    </u>	
Total Adjustment		<u>\$0.00</u>
Less Outstanding Checks:		
Financial/Payroll	\$190,329.54	
Soldiers Memorial	\$0.00	
Monticello Police Pistol	\$0.00	
	<u>                    </u>	
Total Outstanding Checks		<u>\$190,329.54</u>
Plus Investments:		
Time Certificates	\$6,446.57	
Petty Cash	\$785.00	
	<u>                    </u>	
Total Investments		<u>\$7,231.57</u>
Treasurer's Balance		<u><u>\$4,548,815.59</u></u>

Prepared By: Sally Hinrichsen  
Sally Hinrichsen, City Clerk

Reviewed by: Doug Herman 1/9/2017  
Doug Herman, City Administrator



City of Monticello  
 Cash On Hand By Bank  
 For December 31th, 2016

*[Signature]* 1/9/2017

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
<b>F &amp; M Bank</b>					
Total by Bank	\$0.00				
<b>Citizens State Bank</b>					
Checking # 208223	\$423.16	0.000	N/A		Monticello Police Pistol
Checking # 147009	\$771.71	0.000	N/A		Police Forfeiture
Savings # 6025641	\$236.99	0.500	N/A		Earl F Lehmann Trust
Total by Bank	\$1,431.86				
<b>Dutrac Credit Union</b>					
Total by Bank	\$0.00				
<b>Regions Banks</b>					
Checking # 0002959379	\$6,033.54		N/A		Soldiers Memorial
CD #89100344	\$6,446.57	0.05	9/22/2016	212 days	Soldiers Memorial
Total by Bank	\$12,480.11				
<b>Security State Bank</b>					
Total by Bank	\$0.00				
<b>Ohnward Bank &amp; Trust</b>					
General Ckg/Sweep #40002008	\$1,595,653.30	1.25	N/A		General Checking
Property Tax & Water #40001992	\$3,128,794.86	1.25	N/A		General Savings
Total by Bank	\$4,724,448.16				
<b>Total Cash on Hand- All Banks</b>					
	\$4,738,360.13				
Plus Petty Cash	\$785.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$0.00				
Less Outstanding Checks	\$190,329.54				
Treasurer's Balance	\$4,548,815.59				

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

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

**TREASURER'S REPORT**  
**CALENDAR 12/2016, FISCAL 6/2017**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	604,480.60	106,142.02	138,939.37	.00	571,683.25
003 SOLDIER MEMORIAL FUND	12,573.94	150.00	243.83	.00	12,480.11
005 MONTICELLO BERNDES CENT	77,549.62	5,221.66	7,811.58	.00	74,959.70
008 DARE	5,305.87	3.85	50.00	.00	5,259.72
010 INSURANCE	13,374.32	10,012.86	1,107.82	.00	22,279.36
014 MONTICELLO TREES FOREVE	36,909.04	27.68	.00	.00	36,936.72
015 FIRE	194,862.14	14,845.32	3,627.31	.00	206,080.15
016 AMBULANCE	50,993.89-	28,861.32	28,771.44	.00	50,904.01-
018 HOTEL/MOTEL TAX	92.81	5,248.51	.00	.00	5,341.32
022 EARL F LEHMANN TRUST	236.90	.09	.00	.00	236.99
023 TRUST FUND/STREET BOND	250.00	.00	.00	.00	250.00
026 POLICE IMPROVEMENT	11,509.34	1,145.32	.00	.00	12,654.66
030 LIBRARY IMPROVEMENT	27,832.04	11,652.43	1,725.28	.00	37,759.19
041 LIBRARY	17,344.33	10,081.20	10,637.85	.00	16,787.68
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	53,021.92	53.95	.00	.00	53,075.87
045 SUPER MAC FUND	2,047.13-	20,000.00	1,428.40	.00	16,524.47
046 AIRPORT	103,647.06	835.76	2,627.22	.00	101,855.60
110 ROAD USE	435,560.70	35,100.40	45,826.62	.00	424,834.48
112 EMPLOYEE BENEFITS	356,453.64	21,499.02	27,341.56	.00	350,611.10
125 TIF -SPECIAL REVENUE	524,054.01	53,624.04	63,469.98	.00	514,208.07
178 TRUST/SLAVKA GEHRET FUN	204,551.74	209.49	76.30	.00	204,684.93
180 POLICE FORFEITURE	921.23	.08	.00	.00	921.31
200 DEBT SERVICE	189,692.97	31,554.33	39,868.21	.00	181,379.09
225 TIF - DEBT	.00	11,063.98	11,063.98	.00	.00
300 REVOLVING LOAN FUND	34,520.08	110.07	.00	.00	34,630.15
313 PARK IMPROVEMENT	14,893.04	14.97	.00	.00	14,908.01
319 AMBULANCE IMPROVEMENT	35,267.25	2,291.49	.00	.00	37,558.74
325 TIF PROJECT	6,595.18	.00	.00	.00	6,595.18
326 TRUST/CEMETERY IMPROVEM	66,805.25	231.25	.00	.00	67,036.50
328 FAMILY AQUATIC CENTER C	12,013.11	12.34	.00	.00	12,025.45
332 CAPITAL IMPROVEMENT	607,096.80	337.17	159,085.06	.00	448,348.91
333 MYSBA CAPITAL FUND	7,377.00-	.00	.00	.00	7,377.00-
336 LOW INCOME HOUSING FUND	14,163.80	14.55	.00	.00	14,178.35
337 MDC FUNDS	12,973.79	13.31	.00	.00	12,987.10
338 BATY DISC GOLF COURSE	14,631.18	10.91	.00	.00	14,642.09
339 MARY MAXINE REDMOND TRU	9,963.36	10.13	91.92	.00	9,881.57
375 POCKET PARK	11,078.99	8.46	39.95	.00	11,047.50
500 TRUST/CEMETERY PERPETUA	157,555.40	252.50	.00	.00	157,807.90
502 C.C. BIDWELL LIBRARY BO	85,123.97	87.12	15.00	.00	85,196.09
503 TRUST/IOMA MARY BAKER	40,675.78	41.32	.00	.00	40,717.10
600 WATER	408,214.95	38,533.58	40,181.89	.00	406,566.64
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	86,269.70	921.00	465.00	.00	86,725.70
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00
604 WATER CAPITAL IMPROVEME	45,390.08	459.24	335.25	.00	45,514.07
610 SEWER	150,972.75	47,630.31	51,118.32	.00	147,484.74
611 SEWER RESERVE	.00	.00	.00	.00	.00
612 SEWER SINKING	.00	.00	.00	.00	.00
613 SEWER CAPITAL IMPROVEME	74,760.44-	412.37	.00	.00	74,348.07-
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00
670 SANITATION	143,823.96	39,075.92	48,114.76	.00	134,785.12
671 SANITATION CAPITAL IMPR	43,685.49	856.35	.00	.00	44,541.84

**TREASURER'S REPORT**  
**CALENDAR 12/2016, FISCAL 6/2017**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
740 STORM WATER	936.52	2,436.64	5,845.28	.00	2,472.12-
820 INTERNAL REV SELF FUNDE	.00	4,414.04	4,414.04	.00	.00
950 FLEX SPENDING FUND	164.77-	115.38	296.95	.00	346.34-
951 ENTERPRISE FLEX SPENDIN	222.92	57.69	.00	.00	280.61
Report Total	4,737,754.34	505,681.42	694,620.17	.00	4,548,815.59



# Monticello Police Department

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201 East South Street  
Monticello, Iowa 52310

Phone 319-465-3526  
Fax 319-465-3527

January 5, 2017

To City Council:

The Department has reviewed the Liquor License Application for Dollar General at 720 East Oak Street in Monticello. A Criminal History check has been performed and same verified that the Applicants do not have any prior relevant felony convictions or relevant non-felony drug or alcohol related convictions.

The Applicants, therefore, meet the minimum eligibility standards for the issuance of the license applied for. The Department makes no finding as to whether or not the applicants meet all other requirements and/or qualifications for licensure that may be considered by the City Council in taking action on the application.

Sincerely,

Britt Smith  
Chief of Police  
Monticello Police Department



# Monticello Police Department

---

201 East South Street  
Monticello, Iowa 52310

Phone 319-465-3526  
Fax 319-465-3527

January 5, 2017

To City Council:

The Department has reviewed the Liquor License Application for Legacy Lanes Inc. at 901 North Birch Street in Monticello. A Criminal History check has been performed and same verified that the Applicants do not have any prior relevant felony convictions or relevant non-felony drug or alcohol related convictions.

The Applicants, therefore, meet the minimum eligibility standards for the issuance of the license applied for. The Department makes no finding as to whether or not the applicants meet all other requirements and/or qualifications for licensure that may be considered by the City Council in taking action on the application.

Sincerely,

Britt Smith  
Chief of Police  
Monticello Police Department

# 2016 MYBSA REPORT

NOVEMBER 2016 MONTICELLO CITY COUNCIL MEETING

MYBSA (Monticello Youth Baseball & Softball Association) completed its 3rd season/year of operation in Mid-July 2016. At this time, it ends the current 3 year agreement MYBSA had with the City of Monticello. This means a few things may change and we hope it continues for the better of all involved.

In this report is a list of our 2016 Executive Board members and Board members. We have had some changes due to time and commitment issues but the core of our members have remained constant. The MYBSA Board meets on a regular monthly basis. Our planning and organization is an ongoing process all year long and our busiest times are March through July. Our game season starts the 3<sup>rd</sup> week of May generally and ends the week of the 4<sup>th</sup> of July.

Our 2016 Season brought some changes to MYBSA. First of all, we left the Central City Rec League as they were enforcing their rule of not allowing the Travel Team kids to participate and requiring us to travel to Vinton and Shellsburg. After notifying them of our leaving, we had 5 travel teams decide not to make it mandatory for their players to participate in MYBSA Rec League games. This decreased our team numbers and the level of our competitiveness which was especially noted in the pitching positions of baseball and softball. Secondly, leaving the past league left me attempting to find teams for us to play against. After countless emails and phone calls I was able to set up a season of games for the 3<sup>rd</sup>/4<sup>th</sup> and 5<sup>th</sup>/6<sup>th</sup> grade baseball boys to play against Manchester. I worked with the MKL (Manchester Kids League) to help them start their first year of travel and playing out of town during the summer. We were less competitive than they were as they require their Travel team players to participate if they want access to fields in Manchester. We did get a game or two against North Linn also for them. On the girl's side, I was lucky enough to get a 3<sup>rd</sup>/4<sup>th</sup> and 5<sup>th</sup>/6<sup>th</sup> lower level Travel team from Anamosa to come and play us each week. This seemed to work well as Monticello parents didn't have to travel at all but they did report some boredom playing the same teams each week. We had hopes of Midland and Dyersville joining but that didn't happen this summer due to conflicts out of our control.

At this time, MKL (Manchester Kids League) Boys teams would like to participate again next year and the MKL girl's teams have contacted me that they are interested in participating as the boys, coaches and parents seemed to enjoy it. I have contacted the Central City league and the main lady isn't in favor of Monticello joining again so I am currently in contact with all Rec Dept/league heads from other towns in the League. I also plan to email North Linn and Midland boys and girls as they expressed interest last year.

Competition/league plans are in the works at this time. Our best fit would be the Central City Rec league, as only Rec League kids participate there also. Hopefully, I can convince each community to allow us to rejoin them.

Thirdly, MYBSA hosted 3 Softball tournaments and 3 Baseball tournaments which drastically increased my workload and the time commitment as well as those of our board members and concession workers. It takes a small army to make this happen.

## **Dates & # of teams hosted:**

May 7 – 26 softball teams

June 11 – 5 baseball teams

June 4 – 12 softball teams

June 12 – 20 baseball teams

June 5 – 10 softball teams

July 9 – 6 baseball teams

Businesses in town were notified of our events and were very appreciative of the notification and increased business. Many compliments were received from all participating teams on our facilities and organization of our events.

Even with all of the changes encountered, the summer Rec League of 2016 ran without incident. Many positive comments were received from parents on our end of the season survey and the kids learned to play ball and had fun doing it.

The trend of Travel teams forming and not participating in the Rec league is not going away. This topic is a tough one to deal with, but MYBSA has acknowledged their presence and worked with them to provide practice and game fields for them to use as long as they paid their registration fee and volunteer time to assist at MYBSA events.

We continue our marketing efforts with ads in the Monticello Express/Shopper's Guide, our MYBSA Facebook page, school handouts, hosting Boys and Girls Nights at the Ballpark with Ohnward and Citizens State Bank as gift sponsors and a new sign for registration sign up donated by Bob Welter. Our softball and baseball tournaments are posted on the internet also. We would like to possibly list this information on the City website or Parks page if possible also so we are linking our community and what we have to offer to the teams signing up for these tournaments.

Our 3 year initial donation/ad campaign has ended and businesses will be approached with a renewal option to have their banners for advertising continue to be hung at the ballfields.

Training sessions for our coaches, if needed, is done at our Preseason and Postseason coach's meetings and throughout the season with having direct access to our Commissioner and Board members for any needs and questions. We also complete background checks through Britt Smith and the Monticello Police Dept for screening our coaches for any issues that would compromise the safety of our players/teams. MYBSA also has a cell phone (319)550-1817 and PO Box 101, Monticello, IA for access to us.

Skills workshops are completed in our annual Assessment Day which helps us determine the skill levels of each player in order to help us with the formation of equally talented teams. The uniforms for 3<sup>rd</sup>/4<sup>th</sup> and 5<sup>th</sup>/6<sup>th</sup> boys and girls our first year are still in great shape and are signed out to players/teams each year and collected again at the end of the season. Players are asked to purchase their own socks, belts and hats at Monticello Sports which gives them a great price. The younger teams are provided with a new t-shirt each season with sponsor names on them that were major donators to MYBSA. These and shirts for the MYBSA board and umpires are ordered between Monticello Sports and Capron Screen Printing to keep business local. Plans for new equipment in 2017 includes new catching equipment for all age groups as old equipment is showing its age and possibly some newer bats also.

The Complex concession stand is open at all MYBSA league games, high school baseball games and tournaments. It was a huge success for us financially and has received many praises from local and out of town people about the quality of our food and facilities. Our past 2 seasons it was managed by Georgia Johnson and last season with the help of Kim Eitel also. We also provided concessions at Shannon Field for games this year hosted by 2 of the travel teams bringing out of town teams in to play here. Next season brings more change for us with the completion of the building at Jaycee/Kleinow fields as we will have another concession stand to run and maintain. MYBSA could not have functioned without the support of the City of Monticello, the Johnson's, team players, parents, coaches and members of our board and community to staff the many hours needed in May, June, and July. The

## 2016 MYBSA BOARD OF DIRECTORS

**COMMISSIONER:** Kendy Bohlken  
20145 Western Drive  
Monticello, IA 52310  
319-480-1947

**PAST PRESIDENT:** Scott Brighton  
707 Park Drive  
Monticello, IA 52310  
319-465-6871  
319-480-5182

**PRESIDENT:** Robert Welter  
18076 Amber Rd X44  
Monticello, IA 52310  
319-465-4701  
319-480-9614

**VICE PRESIDENT:** Kim McQuillen  
907 North Maple St.  
Monticello, IA 52310  
319-480-1145

**SECRETARY:** Michelle McDonald  
1021 Riverview Ct.  
Monticello, IA 52310  
515-230-9490

**TREASURER:** Brian Gogel  
900 N. Ridge Drive  
Monticello, IA 52310  
319-465-4430

**MYBSA FOUNDER:** Robert (Bud) Johnson  
**2016 Board Members:**  
Jason Arduser  
Becky Cooper  
Diane McElmeel  
Tim Fangmann  
Dan Goodyear  
Dan Dailey  
Joe Oswald  
Pat Recker  
Al Warthen  
Ryan Luensman  
Georgia Johnson  
Nick Zimmerman  
Josh Brenneman



2016 MYBSA REGISTRATION BREAK DOWN

PRE TEEBALL- 3&4 year olds. We did not do this age group. Not able to focus for games.

TEEBALL- 83 (10 TEAMS) games played on Saturday mornings at JC/Kleinow

PEEWEE BASEBALL (1<sup>st</sup>/2<sup>nd</sup> grades) 36 (6 TEAMS) games played on Tues & Thurs nights at JC/Kleinow

RISING STARS SOFTBALL (1<sup>st</sup>/2<sup>nd</sup> grades) 35 (6 TEAMS) games played on Mon/Wed nights at JC/Kleinow

LITTLE LEAGUE BASEBALL (3<sup>rd</sup>/4<sup>th</sup> grades) 32 (3 TEAMS) games played on Tues & Thurs nights at the Sports Complex

LITTLE STARS SOFTBALL (3<sup>rd</sup>/4<sup>th</sup> grades) 32 (3 TEAMS) games played on Mon & Wed nights at the Sports Complex

JR LEAGUE BASEBALL (5<sup>th</sup>/6<sup>th</sup> grades) 24 (3 TEAMS) games played on Tues & Thurs nights at the Sports Complex

JR STARS SOFTBALL (5<sup>th</sup>/6<sup>th</sup> grades) 21 (2 TEAMS) games played on Mon & Wed nights at the Sports Complex

7<sup>TH</sup> GRADE BASEBALL 10 (1 TEAM) Scheduled 8 DH for this team.

273 Rec League players + 88 Travel team kids = 361 TOTAL PLAYERS

33 total Rec League teams managed

9 Travel teams to schedule for practices (99kids) and 9 coaches (1- 10U SB team did play in Rec League)

1 Travel team did not pay fees but wanted field time to practice (also has out of town girls on it)

60 Head & Assistant Coaches for Rec League

TRAVEL TEAM AGES/# OF PLAYERS PER TEAM (All paid \$20 registration fee)

BASEBALL:

8U- 10

9U- 10

10U- 12

11U- 12

12U- 12

13U- 10

SOFTBALL:

10U-11 (Theses 11 girls played Rec League this year)

12U- 11

12U- 11

## 2016 MYBSA CAPITAL IMPROVEMENTS

- Construction of 24' x 24' Softball/Baseball Storage Shed- added on to end of HS storage shed in softball parking lot.
- New construction and moving locations of 2 lime pits
- 16 new shade trees planted at the Complex fields
- Cement approaches poured at end of Complex sideway to eliminate mud holes formed from vehicles.
- 70' base lengths added to Shannon Field & 40 tons of lime added to increase field size.
- 70' base lengths added to the 2 Complex fields
- Purchase of 4 Pitching arm machines for Little league team use **\$715.00**
- Purchase of 2 steel drags for fields **\$857.00**
- Concession stand inside stainless steel equipment tables & sink for Jaycee/Kleinow **\$ 1400.00**
- Purchase of chest freezer & a refrigerator for Jaycee/Kleinow **\$1175.00**
- Payment and purchase of baseball pitching mounds from Bud Johnson  
2- 6' used mounds **\$900.00**  
1- 8' & 2- 6' new mounds **\$7120.00**
- Payment of balance of loan for Prep field lights financed with the City **\$4401.00**
- Payment of balance of loan for softball/baseball storage shed **\$7282.00**
- Reimbursement to MinnTex Citrus/Bud Johnson for 400 hours of Commissioner's Salary **\$7500.00**

1:47 PM  
 10/28/16  
 Accrual Basis

**Monticello Youth Baseball Softball Association**  
**Profit & Loss**  
 January 1 through October 28, 2016

	<u>Jan 1 - Oct 28, 16</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Concessions	44,905.04
Entry Fees	12,500.00
Field Rental	280.00
Gate Income	10,819.80
Other Types of Income	
Miscellaneous Revenue	57.00
Other Types of Income - Other	50.00
<b>Total Other Types of Income</b>	<u>107.00</u>
Registration Fees	10,425.00
<b>Total Income</b>	<u>79,036.84</u>
<b>Expense</b>	
Concessions Exp	23,411.18
Facilities and Equipment	30,347.96
Gate Money	3,300.00
Gift/Donation	220.00
Liability Insurance	2,095.00
Lights	6,895.31
Operations	
Awards	37.50
Supplies	2,767.72
Operations - Other	421.91
<b>Total Operations</b>	<u>3,227.13</u>
Other Types of Expenses	
Other Costs	58.00
<b>Total Other Types of Expenses</b>	<u>58.00</u>
Porta Potties	405.00
Reconciliation Discrepancies	-0.01
Refund	1,461.22
Start Up Cash	1,240.00
Umpire Expense	7,350.00
<b>Total Expense</b>	<u>80,010.79</u>
<b>Net Ordinary Income</b>	<u>-973.95</u>
<b>Net Income</b>	<u><u>-973.95</u></u>

Beginning Balance	9,717. <sup>75</sup>
City of Monticello - Lights	4,401. <sup>26</sup>
	<hr/>
Ending Balance	5,316. <sup>49</sup>

City Council Meeting  
Prep. Date: 01/13/17  
Preparer: Doug Herman



Agenda Item: 3  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Motion to approve renewal of Moonshine Real Estate LLC, Whiskey River Liquor Pub & Grub, Liquor License.

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

**Attachments & Enclosures:**

Dubuque and Jones County Criminal Charge  
related documents.

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

**Synopsis:** Council requested that a hearing be held on the Whiskey River Liquor License based upon input the City Administrator had received that a Detective from Dubuque was willing to testify in regard to the circumstances of the Dubuque County charges from last March.

**Background Information:** After communicating with the Deputy I have learned that he is not willing to participate at this time, not wanting to do anything to risk the pending criminal cases against Galliano and Husmann. You were also made aware of the September, 2016 Galliano arrest in Jones County for OWI (Current Trial Date is 1/31/2017) and a December, 2016 charge against Husmann that resulted from a fight/situation that occurred within Whiskey River. (Formal charge not yet determined and no trial date set yet.)

The Whiskey River license expires on January 31, 2017 and, therefore, the Council needs to decide whether or not to renew the license at tonight's meeting unless the Council wishes to hold a special meeting to consider this issue. There is no "automatic" reason or disqualifying reason to deny the license at this point, however, the Council is free to consider the good standing of the licensee and the good standing and reputation of the bar. I have provided you with narratives/minutes of testimony related to the Dubuque charges (Basically the facts associated with the allegations made against Galliano and Husmann noted earlier herein for your consideration) as well as documents associated with the Jones County charges noted above. Chief Smith will notify Galliano that the Council will be considering this Motion Monday night so that she may be present to be heard should she choose to do so. If the renewal is denied by the Council that action may be appealed, and during that time the establishment may stay open for business.

**Staff Recommendation:** I recommend that the Council either approve or deny the renewal of the Whiskey River liquor license after consideration of the materials provided, comments of the Police Chief, if any, and any other information that may be provided by Galliano or others in regard to this matter.

**IN THE DISTRICT COURT OF IOWA, IN AND FOR DUBUQUE COUNTY**

<p>THE STATE OF IOWA, Plaintiff,</p> <p>vs.</p> <p><b>MILENA JEAN GALLIANO,</b> Defendant.</p>	<p>CRIMINAL NO. <b>FECR114426</b></p> <p><b>MINUTES OF TESTIMONY</b></p>
<p>THE STATE OF IOWA, Plaintiff,</p> <p>vs.</p> <p><b>RYAN MICHAEL HUSMANN,</b> Defendant.</p>	<p>CRIMINAL NO. <b>FECR114418</b></p> <p><b>MINUTES OF TESTIMONY</b></p>

State of Iowa expects to prove by the testimony of Dubuque County Sheriff's Department Deputies Tim Kelly, Harley Pothoff, and Joseph Kennedy, Dubuque Law Enforcement Center, 770 Iowa Street, Dubuque, IA as well as the testimony of Asbury Police Department Officer Austin Myers, 4985 Asbury Road, Asbury, Iowa, as well as the testimony of Dyersville Police Department Officer Mitch Kelchen, 338 1<sup>st</sup> Avenue, East, Dyersville, IA, that on or about March 22, 2015 the Defendants each operated a motor vehicle upon a public roadway of the State of Iowa in Dubuque County; that these witnesses will testify substantially in accordance with the attached reports which are hereby incorporated into these minutes of testimony; and will further testify that on March 22nd, Deputy Tim Kelly was assigned to respond to a report of a vehicle parked along Hwy. 136 with a subject sleeping behind the wheel. Deputy Kelly arrived on scene and located a male subject sleeping and slumped over the steering wheel, who was later identified as Ryan Husmann, and a female in the passenger's seat also asleep, and who was later identified as Milena Galliano. Galliano was not wearing any pants or underwear and had her feet resting on the dashboard. The vehicle's engine was running. Deputy Kelly did attempt to make contact with the male subject, Husmann, and was able to wake him, at which time Deputy Kelly noted the strong odor of alcohol coming from Husmann, but Husmann refused to open the driver's window and started the vehicle and fled from Deputy Kelly, heading north bound on Hwy. 136, traveling at approximately 115 miles per hour in a 55 zone. Deputy Kelly, who was a uniformed peace officer driving a marked squad car, did pursue the subject vehicle with his lights and siren engaged, and several other law enforcement officers became involved in the attempt to stop the subject vehicle, which continued north bound on Hwy. 136 through Worthington, Iowa and then to Dyersville, Iowa. The suspect vehicle continued north bound on Hwy. 136 and did come into contact with the stop sticks that had been deployed, which caused the tires to deflate, but the vehicle did not stop. Dyersville Officer Kelchen did engage his emergency lights and flasher and followed the vehicle north bound into Dyersville. The suspect vehicle did continue on, refusing to stop, until it ran into Officer Kelchen's patrol vehicle before coming to a stop. The driver of the vehicle was then observed to be a female, later identified as Milena Galliano, and the male that had been driving originally, Ryan Husmann, was now a passenger. Both Galliano and Husmann were found to be

intoxicated. Milena Galliano did admit to switching places with Husmann at some point during the pursuit, but claimed to not know when she had done it. The drivers were positively identified as the Defendants, Milean Jean Galliano and Ryan Michael Husmann, that the above witnesses had the opportunity to observe the physical characteristics, speech, behavior and demeanor of the Defendants and will testify in detail as to such as well as to any statements made by the Defendants in their presence; that in the opinion of the above witnesses, the Defendants were under the influence of an alcoholic beverage and/or drugs, and that the Defendants did drive a motor vehicle upon a public highway and willfully fail to bring the motor vehicle to a stop or otherwise elude or attempt to elude a marked official law enforcement vehicle driven by a uniformed peace officer after being given a visual and audible signal to stop and in doing so exceeds the speed limit by twenty five miles per hour or more and while in violation of section 321J.2 of the Code of Iowa, that the foregoing incident took place within the County of Dubuque, Iowa.

State of Iowa expects to prove by the testimony of Todd Olmstead who is employed as a Trooper by the Iowa State Patrol by the testimony of Joseph Kennedy or Tony Dalsing who are employed as Deputy Sheriffs by the Dubuque County Sheriff's Department, or by the testimony of Investigator Chad Leitzen and Officer Ryan Scherrman that they are employed as Police Officers for the City of Dubuque, Iowa, Police Department; that Trooper Olmstead, Deputy Kennedy, Deputy Dalsing, Investigator Leitzen and Officer Scherrman will testify regarding their educational background, and law enforcement training and experience; that they are certified instructors on the administration of the standardized field sobriety tests; that they will testify in detail regarding the course material, history, and training procedures used during the standardized field sobriety testing course; that they have trained and certified numerous peace officers on how to administer the standardized field sobriety tests; that they will testify as to the use of field sobriety tests in assessing impairment from alcohol and/or drugs; that they are also certified drug recognition experts; that they will testify further regarding the above matter.

State of Iowa expects to prove by the testimony of Michael M. Tate, Justin Grodnitzky or James A. Bleskacek of the Iowa Department of Public Safety Division of Criminal Investigation, Criminalistics Laboratory, that their mailing address is Iowa Department of Public Safety, DCI Criminalistics Laboratory, 2240 South Ankeny Boulevard, Ankeny, IA 50023-9093; that they are Laboratory Analysts for the above organization; that they will further testify that in that capacity they are responsible for the certification of the DataMaster breath testing devices in Iowa as well as the certification of Officers who utilize the device; that they will further testify that the NPAS DataMaster cdm with serial number 146006, was certified on August 11, 2014; that they will further testify that this device is the device located at the Dubuque Police Department; that they may also testify as to the general operation and functioning of the DataMaster unit; that they will further testify that the officer listed above is certified to operate the above instrument; that they will testify that the established margin of error in alcohol concentration tests performed in this case are plus or minus 0.004 or plus or minus 5% of the test concentration, whichever is greater; that some or all of the above information may be introduced into evidence pursuant to Section 691.2 of the Iowa Code and Section 680-4.5 of the Iowa Administrative Code; this witness will also testify as an expert on the amount of alcohol necessary to reach a given alcohol concentration as well as to the effects of alcohol on the human body and the impairments observed at various alcohol concentrations; this witness will testify that a person with an alcohol concentrations of .134 (Husman) and .147 (Galliano) would be under the influence of an alcoholic beverage; that they will testify further as to any other knowledge they may have concerning the above matter.

## REPORTING OFFICER NARRATIVE

<i>Dubuque County Sheriff's Office</i>		CCA 2015-001428
Victim <i>Society</i>	Offense <i>OWI - DRIVING UNDER THE INFLUENCE</i>	Date/Time Reported <i>Sun 03/22/2015 01:42</i>

THE INFORMATION BELOW IS CONFIDENTIAL - FOR USE BY AUTHORIZED PERSONNEL ONLY

On March 22nd 21015 at approximately 0142 hours I responded to 2449 Hwy 136 for a report of a vehicle parked in a driveway with a subject passed out behind the wheel. Upon arrival I found a black Ford Fusion (IA plate 842R1B) parked in a farm entrance across from that address. The vehicle's engine was running. I pulled behind the vehicle and attempted contact at the drivers side window.

I observed a subject later identified as Ryan Husmann asleep and slumped over the steering wheel. I also observed a female, later identified as Milena Jean GALLIANO asleep in the passenger seat. Galliano was not wearing any pants or underwear and had her feet resting on the dashboard.

I knocked on the window and eventually Husmann awoke. Husmann shut the vehicle off and rolled the window down approximately 5 inches. I detected a strong odor of an alcoholic beverage coming from the vehicle. I told Husmann to have his passenger put a blanket over herself. I then instructed Husmann to step out of the vehicle. Husman then reached back down by his feet and put the keys back into the ignition. I instructed him to shut the vehicle off and he replied over and over that he was leaving. Husmann then put the car in drive and fled going north on Hwy 136. I gave pursuit with my lights and siren activated. My speed reached approx. 115 miles per hour in a 55 zone and the Husmann vehicle was pulling away from me at a great distance.

I continued pursuit until stop sticks were deployed and struck by the Husmann vehicle. The pursuit ended on Hwy 136 at Hwy 20 when Dyersville Officer Kelchen was able to get in front of the vehicle to slow it down. The vehicle came to a stop an we approached to find Galliano behind the wheel and Husmann passed out in the backseat. Husmann was removed from the car and placed into handcuffs. Husmann was still lethargic and acted to be asleep when pulled from the vehicle. Husmann was placed in my squad car and transported to the DLEC. While enroute Husmann was muttering and incoherent in my backseat. I detected a strong odor of an alcoholic beverage coming from Husmann again.

Once at the DLEC Husmann did participate in field sobriety testing. I observed six clues on HGN, four clues on walk and turn, and three clues on one leg stand. I also observed that Husmann's eyes were watered and bloodshot. While explaining the walk and turn he also remarked that he could not do the test sober. Husmann refused PBT.

I read implied consent to Husmann and requested a sample of breath from him. Husmann did consent to testing and gave a good sample with a result of .134%.

Husmann refused to answer further questions but stated that he only remembered stopping and climbing off of Galliano and into the drivers seat. Husmann claimed to not remember my initial contact at the window or the pursuit.

## CASE SUPPLEMENTAL REPORT

Dubuque County Sheriff's Office

CCA: 2015001428

THE INFORMATION BELOW IS CONFIDENTIAL - FOR USE BY AUTHORIZED PERSONNEL ONLY

Case Status: *CLEARED BY ARREST*Case Mng Status: *CLEARED BY ARREST*Occurred: *03/22/2015*Offense: *OWI - DRIVING UNDER THE INFLUENCE*Investigator: *POTHOFF, H. V. (183)*Date / Time: *03/24/2015 00:04:33 Tuesday*Supervisor: *SNYDER, D. O. (200)*Supervisor Review Date / Time: *03/24/2015 22:09:19 Tuesday*

Contact:

Reference: *Supplemental Report*

On March 22nd, 2015 at approximately 0200 hours Deputy Tim Kelly was assigned to respond to a report of a vehicle parked along Hwy. 136 with a subject sleeping behind the wheel. Deputy Kelly arrived on scene and located a male subject sleeping behind the wheel of the vehicle and a female in the passenger's seat also asleep. Deputy Kelly did attempt to make contact with the subject and was able to wake him. The subject refused to open the driver's window and started the vehicle and took off on Deputy Kelly, heading north bound on Hwy. 136. Deputy Kelly did pursue the subject with his lights and siren engaged. The subject continued north bound on Hwy. 136 through Worthington. Deputy Joe Kennedy was in Dyersville at this time and did set up stop sticks on Hwy. 136 just south of Dyersville. Dyersville Officer Kelchen also responded to assist.

The suspect vehicle continued north bound on Hwy. 136 and did come into contact with the stop sticks that had been deployed. The suspect vehicle did hit the stop sticks and tires were deflated. Dyersville Officer Kelchen did engage his emergency lights and flasher and followed to the vehicle north bound into Dyersville. The suspect vehicle did continue on, refusing to stop, at which time Dyersville Officer Kelchen pulled up along side of the vehicle. The suspect vehicle did run into Officer Kelchen's patrol vehicle before coming to a stop. The driver of the vehicle was observed to be a female at time and the male that had been driving originally was seated in the front passenger's seat.

Deputy Kelly did take the front seat passenger in to custody for Eluding. Upon my arrival at the scene I spoke to the female that had been driving the vehicle when it was stopped. I did have the female walk to my patrol car and noted that her walk was unsteady and uncertain and that her balance was also unsteady and uncertain. The female identified herself verbally as Milena Jean Galliano (██████████) 2009 Memorial Drive SE Cedar Rapids, Iowa. In speaking with Milena I did observe that she did appear to be intoxicated and noted that her eyes were bloodshot and watery. I did also detect a strong odor of an alcoholic beverage emitting from her breath and also noted that her speech was slurred.

Milena did admit to drinking and claimed that she had not been driving. I did advise her that the officers at the scene had seen her driving the vehicle, at which time she stated that all she could remember is someone kicking her and saying "Are you ready". Milena did admit to switching places with the male subject but claimed to not know when she did it.

Milena was placed under arrest and was advised of her rights according to miranda. I did transport Milena to the DLEC for processing out of purposes. At the DLEC I did ask Milena to submit to sobriety testing. I did explain the Horizontal Gaze Nystagmus Test to her and she stated that she understood. In performing this test she did score 6 out of 6 possible points, thus being a test failure. I then explained and demonstrated the Walk and turn test to her. I did place Milena in the starting position and noted that she could not maintain her balance in the starting position. I did explain the test to her and did demonstrate it to her. Milena did start the test and only completed a few steps before stopping and stating: I could do this sober. In scoring the test she did score 4 out of 8 points, thus being a test failure. I then explained and demonstrated the One Leg Stand Test to her. In performing this test she did score 3 out of 4 points, thus being a test failure.

Milena was offered a Preliminary Breath Test and did refuse to submit to the test.

Milena was read the Implied Consent Advisory and did consent to chemical testing on the Data-Master with a result of .147 BAC. Milena was taken to the jail floor to be held until a court hearing in the morning.

Investigator Signature

Supervisor Signature



**CASE SUPPLEMENTAL REPORT**

Dubuque County Sheriff's Office

CCA: 2015001428

THE INFORMATION BELOW IS CONFIDENTIAL - FOR USE BY AUTHORIZED PERSONNEL ONLY

Case Status: *CLEARED BY ARREST* Case Mng Status: *CLEARED BY ARREST* Occurred: *03/22/2015*  
Offense: *OWI - DRIVING UNDER THE INFLUENCE*

Investigator: *POTHOFF, H. V. (183)* Date / Time: *03/24/2015 00:48:08, Tuesday*  
Supervisor: *SNYDER, D. O. (200)* Supervisor Review Date / Time: *03/24/2015 22:09:19, Tuesday*  
Contact: Reference: *Supplemental Report*

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Milena was read the Implied Consent Advisory and did consent to chemical testing on the Data-Master with a result of .147 BAC. Milena was taken to the jail floor to be held until a court hearing in the morning.

Investigator Signature

Supervisor Signature



# Anamosa Police Department

## ARREST REPORT

Case Number: ORI: IA0530100 Arrest Number: AP16-0298

### IDENTIFICATION

Name (Last, First Middle)		Nickname/Alias					
GALLIANO, MILENA JEAN							
Home Address		City	State	Zip	Phone		
12552 BUFFALO RD		ANAMOSA	IA	52205	(319)480-8612		
Race	Sex	Ethnicity	Height	Weight	Hair	Eyes	
Unknown	Female	Unknown	5'05"	127 lbs.		HAZ	
Date of Birth	Age	Resident	Driver's License #	FBI #	SID #	Misc #	
09/23/1979	36	Non Resident					

### ARREST

Location of Arrest (City, ST, Zip)  
Iowa St, Anamosa, IA 52205

Condition	Drunk (N) Drinking (NA)	Sober (NA) Narcotic (NA)	Resisted Arrest? (NA) Injuries? (NA)	Armed? (NA)	Weapon Unarmed	Additional Weapon
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Date Occurred	Date Arrested	Time Arrested	Type of Arrest
09/18/2016	09/18/2016	0331	Taken In to Custody

Offense	UCR	State Statute
1	90D	321J.2(2A)

Arrest Disposition If out on release, what type?

### JUVENILE

Released To Juvenile Disposition

Parent or Guardian (Last, First MI)	Address	City	State	Zip	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### VEHICLE

Year	Make	Model	Style	Color	LIC	LIS	LIY
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

VIN

Impounded  
 Yes  No

### MISCELLANEOUS

Miranda By  Date  Time

Arresting Officer  Supervisor

Drug Activity  Drug Type

Beat / District / Zone

Additional incidents cleared in this jurisdiction:

### NARRATIVE #1

**E-FILED 2016 SEP 19 6:57 AM JONES - CLERK OF DISTRICT COURT  
IN THE IOWA DISTRICT COURT IN AND FOR  
JONES COUNTY**

This Complaint and Affidavit is to be:

- Filed with Court Clerk (cc: CA)  
 Submitted to County Attorney  
 Filed with JCO - Defendant is a Juvenile

Agency Case Number: **AP16-0298**

Arrest Date: **09/18/2016**

**THE STATE OF IOWA**

VS.

**OFFENDER**

Last <b>GALLIANO</b>		First <b>MILENA</b>		Middle <b>JEAN</b>		Suffix	
Address <b>12552 BUFFALO RD</b>				City <b>ANAMOSA</b>		State <b>IA</b>	Zip Code <b>52205</b>
Date of Birth <b>9/23/1979</b>		Gender <b>FEMALE</b>	Race <b>WHITE - W</b>		Ethnicity <b>NOT OF HISPANIC ORIGIN - N</b>		
State <b>IA</b>	Height <b>5' 05"</b>	Weight <b>127 LBS</b>	Eye Color <b>HAZEL - HAZ</b>		Hair Color		

**OFFENSE**

State <input checked="" type="checkbox"/>	County <input type="checkbox"/>	Local <input type="checkbox"/>	Code Section <b>321J.2(2)(A)</b>	Crime Description <b>OPERATING WHILE UNDER THE INFLUENCE 1ST OFFENSE</b>			Class <b>SRMS</b>
Location Type <b>13 - HIGHWAY/ROAD/ALLEY</b>							
Literal Description <b>S FORD ST AND W MAIN ST</b>							
Address <b>300 BLK W MAIN</b>				City <b>ANAMOSA</b>		State <b>IA</b>	Zip Code <b>52205</b>
Is Date and Time of Incident Known? <b>YES</b>		Incident Date or Low Range <b>09/18/2016</b>		Upper Date Range		Incident Time or Low Range <b>03:15</b>	
						Upper Time Range	

**STATUS OF OFFENDER/JUVENILE**

<input checked="" type="checkbox"/> <b>TAKEN INTO CUSTODY</b>	<b>CUSTODY 1 - JAILED</b>	<input type="checkbox"/> <b>SUMMONS TO APPEAR (Citation issued)</b>
<input type="checkbox"/> <b>WARRANT REQUESTED</b>	<input type="checkbox"/> <b>NO CONTACT ORDER REQUESTED</b>	<input type="checkbox"/> <b>RELEASED TO PARENT/GUARDIAN</b>

**NARRATIVE**

**Narrative of Offense Committed**  
On or about the above stated date and time, the Defendant did  
operate a motor vehicle by one or more of the following means: a. While under the influence of an alcoholic beverage or drugs or a combination of such substances; b. While having an alcohol concentration of .08 or more as measured in the person's breath, blood or urine; c. while any amount of a controlled substance is present in the person as measured in the person's blood or urine

**AFFIDAVIT**

**STATE OF IOWA, JONES COUNTY**

I, the undersigned, being duly sworn, state that all facts contained in this Complaint and Affidavit, known by me or told to me by other reliable persons form the basis for my belief that the defendant committed this crime

State all facts and persons relied upon supporting elements of alleged crime

September 18, 2016 a vehicle was called into dispatch by Ed Bristol referencing car swerving from ditch to ditch.

After being dispatched, I observed the above vehicle IA Plate DUS698 driving west on Main street from Scot Street. Bristol was behind the vehicle when I passed them on Main Street and Williams. I turned around and got behind the vehicle IA Plate DUS698 and observed the vehicle cross the center line on Main St near Garnaville St. The vehicle was stopped on Walnut and Iowa Street. The driver was identified as Milena Galliano. Galliano had strong odor of alcohol coming from her breath. Red blood shot watery eyes. Milena failed HGN and refused Walk and Turn and One Leg Stand. Milena wasn't able to do data master do to a broken rib. Milena did give a urine test. Milena was given her Miranda Rights at 0353. Milena stated she had four beers and one shot right before leaving the bar in Monticello.

*Keith Bell*

BELL, KEITH

109

Signature of Complainant or Officer, Officer Name & Number

**GENERAL PROBABLE CAUSE**

Defender: Implicated  
**02 - CAUGHT IN ACT, 03 - ADMISSION/STATEMENTS, 05 - OPERATING MOTOR VEHICLE, 08 - CRIME OBSERVED BY OFFICERS**

Operating Motor Vehicle In County <b>Jones - 53</b>	Other Physical Evidence	Attempted To Inflict Injury
--	-------------------------	-----------------------------


**OWI**

**01 - REFUSED TO SUBMIT TO A P.B.T., 04 - FAILED HGN, 06 - ERRATIC DRIVING/TRAFFIC VIOLATIONS, 08 - BLOODSHOT/WATERY EYES, 11 - IMPAIRED BALANCE, 12 - SLURRED SPEECH, 13 - ALCOHOL ODOR ON BREATH, 16 - FIELD SOBRIETY TESTS REFUSED**

BAC on Catastax	<input checked="" type="checkbox"/> DCI Lab Screen Positive for Drugs
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Field Sobriety Tests Refused <b>MEDICAL ISSUES THAT WOULD NOT ALLOW HER TO DO WALK AND TURN AND ONE LEG</b>	Number of Offense <b>1 - FIRST OFFENSE</b>
--	---

**STATE OF IOWA, JONES COUNTY**

	Subscribed and sworn to before me by the person(s) signing the Complaint and Affidavit(s) on <b>09/18/2016</b>	Signature of Verifying Party
	Notary Name <b>JAMIE L STRAIT</b>	<i>Jamie L Strait</i>
	Commission Number <b>754733</b>	
	My Commission Expires <b>09/11/2017</b>	<input type="checkbox"/> Peace Officer <input checked="" type="checkbox"/> Notary <input type="checkbox"/> Prosecuting Attorney

## Vehicle in Motion

On September 19, 2016 at approximately 0056hrs, I (Officer Bell) was dispatched to a reckless driver report of a silver car swerving from ditch to ditch. The vehicle had a plate of Iowa DUS698. The vehicle that reported it was following the silver car was driving by Bristol Edgar. Once I was behind the silver car, the car crossed the center line on Main Street near Knuckleheads Bar. I initiated my lights and sirens and the vehicle failed to pull over. The vehicle turned its right turn signal on to turn near Giggly Juice. The vehicle then stayed straight on main till it turned north on North Iowa Street. The vehicle went to stop near W Walnut Street and hit the curb and then came back on to the street. The vehicle came to rest at W Walnut Street and North Iowa Street.

## Personal Contact

When I approached the vehicle, I could smell odor of alcohol coming from inside of the vehicle. The driver, Milena Galliano stated that her boyfriend was really intoxicated. I noticed a slurred speech coming from Galliano. I asked her if she had been drinking and she stated that she had four beers and a shot right before she left from a bar in Monticello. Galliano stated she owns Whiskey River. Galliano had red bloodshot watery eyes and a strong alcohol odor coming from her. Galliano stated that she has a couple for broken ribs and a broken toe. Galliano state that her sister beat her up that is why she has broken ribs. Prior to any field sobriety, Galliano asked if I could let her go because she lives just down the street. Galliano had issues standing up straight next to the car as I was talking to her. Galliano leaned on the car for a short second to regain her balance.

## Pre Arrest Screening

Galliano was asked to step out of the car after running her information so that I could conduct Field and Sobriety Test on her. The weather was dark, very little breeze, little chilly, and no precipitation during the Field and Sobriety Test. The Field and Sobriety Test took place on Iowa Street that was basically level with no bumps to affect the Field and Sobriety Test. Galliano asked if she could take her flip flops off and I advised her that she take the test with her flip flops on or off. Galliano choice to take her flip flops off. The first test that I offered was **Horizontal Gaze Nystagmus (HGN)**. Galliano stated that she didn't have any sort of eye problems. Galliano had no glasses on and no contacts in. Galliano stated that she could see my finger just fine to do the test without the glasses or contacts in. Galliano was instructed to keep her hands down next to her side, feet together, and to watch the point of my finger with her eyes and eyes only. Galliano was instructed not to move her head to follow the finger. Galliano had equal pupil size and both of her eyes had unequal tracking. Galliano's eyes failed lack of smooth pursuit. Both the right and left eye moved rough when I moved from right eye to left eye approximately 15 inches away from her eyes. Galliano scored 2/2 on the first part of the HGN test. The second step of HGN is **Distinct and Sustained Nystagmus at Maximum Deviation**. This test is done by moving your finger from in front of his nose all the way to her left so that there is no white showing in the corner of her eye and holding that spot for 4 seconds. I went to her left eye and held it for four seconds. At this point a slight jerk in the eye (which is caused by involuntary jerking of the eye) was observed. I moved my finger from her left eye to her right eye at maximum deviation. Again a slight involuntary jerk was observed. I repeated the left and right eye again. Both eyes showed involuntary jerking off the eyes at maximum deviation. Galliano scored 2/2 points in this section. The last part of HGN test that is scored is **Onset of Nystagmus prior to 45 Degrees**. This test checks for involuntary jerking of the eyes prior to 45 degree angles. During this test, Galliano should signs of involuntary jerking of the eyes, therefor scoring 2/2. Galliano scored a 6/6. Vertical Nystagmus was not observed during the test. A couple times throughout the test, Galliano moved her head instead of moving her eyes only.

The second Field and Sobriety Test that was done was **Walk and Turn**. Galliano was advised to place her left foot on the line and to put her right food in front of her left foot heel to toe. Galliano was advised not to start until told to do so. Before I could explain the next part of the test, Galliano started to walk down the line. I advised Galliano to stop and come back to the starting position. I demonstrated the starting position with my

left foot on the flight with my right foot in front of my left foot with my heel touching my toe. Galliano again was advised the first part of the test and not to start until I advise her to do so. Galliano came back to where I was standing and got back in the starting position. Before I could move on to the next instructional part of the test, Galliano started the test without permission. I stopped Galliano a second time and advised her that she can't start the test until I tell her to do so. Galliano stated that she couldn't complete the test.

The third Field and Sobriety Test is **One Leg Stand**. Galliano advised that she wouldn't be able to do it given her broken ribs.

Throughout the Field and Sobriety Testing, Galliano made comments referencing her intoxication level. Galliano stated that she was the most sober person in the vehicle. Galliano stated that she just lives down the street and to let her go. Galliano stated that I wasn't being unfair because by the more time wasting on testing the higher she is going to test for BAC.

Galliano was arrested and transported to Jones County Jail for OWI. At the jail, Galliano was given her Miranda Rights prior to any questioning at 0353hrs. Galliano was then given the Implied Consent. After reading the Implied Consent multiple times, I advised her that she can make any calls to lawyers at this time. Galliano stated that she wanted to call a lawyer so a phone book was handed to her. After getting the phone book she advised that she didn't want to call anyone. I asked her again, if she would like to call any lawyer and she said no. I asked Galliano if there was anyone she would like to call and she said no. Galliano consented to give a breath at the data master. Galliano started to test on the data master and couldn't blow steady enough for it to count. Galliano started to be in pain from given a breath with the broken ribs. I advised Galliano that if she can't complete the test then we will move on to the next stage. The test result on the data master came back as incomplete. I then asked Galliano if she would give a urine test. Galliano consented to a urine test. The urine test was collected and submitted for testing. After submitting to the urine test, Galliano gave the jail a breath on the PBT so that the jail could see where her intoxication level was at. Just before 0530hrs, Galliano blew a .150 on the PBT. Galliano was making comments in the jail on how she was intoxicated more now than at the time of the stop. Galliano stated that at the time of the traffic stop she was right at the line for being under and over but now at the time of the urine test she stated that she will be over. Galliano started to talk about how she is in court for another OWI test from last year.

Galliano was then checked into the Jones County Jail for OWI 1st.

City Council Meeting  
Prep. Date: 12/27/16  
Preparer: Doug Herman



Agenda Item: 4  
Agenda Date: 1/16/17

**Communication Page**

**Agenda Items Description:** Resolution to approve FY '17 investment in Jones County Extension summer program.

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

**Attachments & Enclosures:**

Proposed Resolution

*ISU Extension Proposal*

**Fiscal Impact:**

Budget Line Item:

n/a

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

**Synopsis:** Extension requests funding from the City for summer programming.

**Background Information:** The City of Monticello has supported this program the last five years in the amount of \$500.00 per year.

**Staff Recommendation:** I recommend that the Council approve the Jones County Extension Summer program request for funding in the amount of \$500.

# IOWA STATE UNIVERSITY

## Extension and Outreach

Jones County Extension  
800 N. Maple St., PO Box 28  
Monticello, IA 52310  
319 465-3224  
319 465-3312 fax

December 29, 2016

Monticello City Council  
200 East 1st Street  
Monticello, Iowa 52310-1501

Dear Council Members,

Jones County Extension is proud to be able to offer additional opportunities for Jones County youth again this summer. We will be offering Summer Discovery Camps for youth, Kindergarten through 5<sup>th</sup> grade. This will be a 1 week camp, ½ days. Summer Discovery Camp 2017 will have the theme “Solid as a Rock: Replicating an Artifact”. This curriculum introduces the properties of rocks and other materials in the field of materials engineering, provided through a grant from the Governor’s STEM Initiative. The story of *Gayla and Natasha’s Rocky Adventure*, where twin sisters from St. Petersburg, Russia spend the summer away from home at an archaeological dig site in Karelia, Russia, where their mother is working. Students will design a replica of an archaeological artifact – a petroglyph. There will be nutritious snacks, and many hands-on learning activities.

Jones County Extension has offered Summer Discovery Camps in Jones County since 2006. There were 83 youth from Jones County that attended the Summer Discovery Camp in 2016. The Monticello camp had 27 children attend last summer. Jones County Extension office hires staff to conduct these camps.

Summer Discovery camps registration is \$30 per youth. This cost contributes to the cost of the camp supplies, snacks, staff, and mileage. Total cost per camp participant is \$53.86.

Salary cost: 3 summer staff = \$4865.18  
Supply cost:                   = \$ 395.00  
  \$ 4470.18

Total /per participant (83) = \$53.86

We are requesting funding, \$500, from the City of Monticello to assist with the cost of, this program.

Thank you for your consideration of funding this program. It will be an added opportunity for the youth of Monticello this summer. We will be offering our Summer Discovery sessions June 12-16 2017. Summer Discovery camps are offered during the month of June in various locations throughout Jones County.

Sincerely,

*Jacki Luckstead*

Jacki Luckstead

Youth Program Specialist

Iowa State University Extension & Outreach/Jones County  
East Field Team, Jones County Point of Contact



**THE CITY OF MONTICELLO, IOWA**

**RESOLUTION #17-\_\_**

Approving contribution to Jones County Extension  
Programming in the amount of \$500.00.

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

**WHEREAS**, Jones County Extension presented a funding request to the City Council associated with various programming including the Summer Discovery / Summer Camp program they hold in Monticello and other Jones County communities, and

**WHEREAS**, the Monticello City Council has considered the request made by Jones County Extension, and has determined it appropriate to invest in the Jones County Extension programming in the amount of \$500.00 to be paid from the FY' 2018 budget.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 16<sup>th</sup> day of January 2017, that the City of Monticello shall contribute towards Jones County Extension programming in the amount of \$500.00.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 16<sup>th</sup> day of January 2017.

---

Dena Himes, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 01/12/17  
Preparer: Doug Herman



Agenda Item: 5  
Agenda Date: 01/16/17

*"The City of Flags and Flowers"*  
**Communication Page**

**Agenda Items Description:** Resolution approving investment in Jones County Economic Development for FY '18.

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

**Attachments & Enclosures:**

Proposed Resolution
JCEDC 2016 Investor Report

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	General Fund Contribution
Expenditure:	\$7,592
Revenue:	n/a

**Synopsis:** Request of annual appropriation for Jones County Econ. Develop.

**Background Information:** The City of Monticello has been an investor or partner with Jones County Economic Development for many years. The proposed per capita investment has not changed from \$2.00 per resident for a number of years. However, the investment increased due to new 2010 Census population numbers to \$7,592.00 in FY '13, and that was the amount requested and paid in FY '14 – FY '17 and the amount requested for FY '18.

Econ. Development is often difficult to measure. An active Economic Development partner can be a great asset. Dusty Embree has provided a handout listing the activities that she/the Commission have been involved in.

**Staff Recommendation:** I recommend that the Council consider the funding request for approval.

# The City of Monticello, Iowa

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

RESOLUTION #17-\_\_

**Resolution approving JCEDC Investment for FY '18 in the amount of \$7,592.**

**WHEREAS**, the City of Monticello has partnered with the Jones County Economic Development Commission for a number of years, and

**WHEREAS**, the annual investment amount requested by JCEDC is \$7,592, based upon an assessment of \$2.00 per capita, and

**WHEREAS**, the Council finds that the relationship by and between JCEDC and the City of Monticello is mutually beneficial and that the City should continue to invest in the JCEDC, and

**WHEREAS**, the Council finds that the FY '18 budget should include an investment in the JCEDC in the requested amount of \$7,592.

**NOW, THEREFORE, BE IT RESOLVED**, by the City of Monticello Council does hereby approve of the requested investment in JCEDC in the amount of \$7,592 for FY '18.

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 16<sup>th</sup> day of January, 2017.

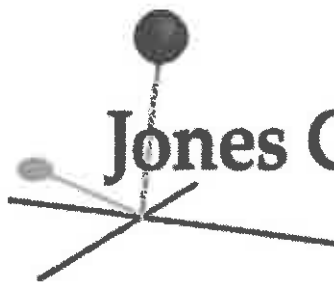
---

Dena Himes, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk



# Jones County Economic Development

*YOUR success is OUR point!*

## 2016 INVESTOR REPORT

**EXISTING BUSINESS SUCCESS** continues to be the #1 goal of the Jones County Economic Development (JCED) Board. We strive to connect with local business and let them know we are their partner for success through our Success Point interviews and other communications. We will work with any size business to help them succeed. We make connections, advocate and work to strengthen Jones County business. IN 2016 a few of our accomplishments included:

- The retention of the J & P Retail Store in Jones County.
- Bringing in Lieutenant Governor Reynolds to showcase local business-Recreational Motorsports.
- Advocating on behalf of Maquoketa Valley Electric Cooperative to keep their business in Jones County.
- Hosting 4 Legislative Economic Development focused forums during the State Legislative session.
- Connecting two local businesses to a grant for AccessDubuqueJobs.com.
- Organizing a Tour of Opportunity to showcase open and unique building opportunities in downtown Anamosa. Planning an event for spring 2017 in Monticello!
- Re-energizing a quarterly Human Resource Professional roundtable to discuss workforce issues in Jones County.
- Along with Prosperity Eastern Iowa, coordinated a trip to Hagie Manufacturing to observe workplace culture.
- Assisted Eilertson with a business growth opportunity.

**BUSINESS RECRUITMENT** is also a main goal for JCED. We strive to recruit additional high quality jobs to our area to create wealth for our families, increase students in our schools and the tax base. To this end, one of our ongoing tasks includes keeping the Location One database filled with our available sites and buildings, our website fresh, and data current. This year our accomplishments included:

- Assisting with the recruitment of and negotiation with Fareway Stores in Anamosa.
- Responding to multiple Requests for Proposals/Information.
- Follow up with one specific manufacturing company in regards to opening a location in Jones County. Continuing process! Keep your fingers crossed!
- Jones County Laborshed commissioned. Released in January 2016!
- Continuing to research options for community incentives for new business.
- Reaching out to local developers to assist in their efforts and working behind the scenes to contact vacant building owners to encourage them to place property on the market or utilize it in a way that helps grow Jones County.

**REGIONALISM** is an important key to success in economic development. We must remember that our workers, businesses and visitors do not see the arbitrary borders that we draw. We must work across those lines for attraction. We can offer more regionally than we can alone. And, many times state and federal dollars and grants are tied to working collaboratively. Representing Jones County on these regional organizations allows JCED to connect dots from our local organizations to the regional ones. To that end Jones County Economic Development has:

- Collaborated regionally on the Grant Wood Mississippi River Region- PARKS TO PEOPLE projects. Our participation has led to an appropriate \$650,000 for Jones County projects including \$47,000 for the Monticello Pocket Park, \$250,000 for the MonMaq Dam, and \$190,000 for the Wapsipinicon Trail. These projects build the quality of life, which help to attract workforce to our area.
- The Executive Director represents Jones County on various regional groups including: Prosperity Eastern Iowa Economic Development Group, Corridor Alliance Economic Development Group, East Central Iowa Council of Governments– Board of Directors, Revolving Loan Fund Committee, East Central Iowa Housing Trust Fund, Grant Wood Scenic Byway Board, the Creative Corridor Regional Visioning Planning Technical Committee and the Small Business Development Center Advisory Board.

**COMMUNITY DEVELOPMENT/CAPACITY BUILDING is a goal that JCED has taken on to assist the communities and again to connect the dots between organizations. IN 2016 JCED,**

- Assisted Anamosa with their yearlong 125th Grant Wood Birthday event to attract tourists.
- Attended Monticello Heart & Soul committee meetings and helped facilitate community meetings.
- Attended Anamosa Better Together meetings.
- Collaborated with Jones County Tourism to market Jones County and Grant Wood. National press was received numerous times in 2016 from a tour Bob Hatcher and I provided a group of travel writers. Jones County was mentioned in the Chicago Times and LA Times to name two.
- Continued to work with the Chambers of Commerce in Anamosa, Monticello and Cascade to leverage resources and grow Jones County. For example JCED is working with the Monticello Chamber on Manufacturing Tours in 2017.
- Assisted in retaining Jones County child positions at HACAP in Anamosa.

**WORKFORCE DEVELOPMENT has become a goal that economic development organizations have been unable to avoid in the last several years. In our Success Point business calls, we continually hear that recruitment of quality employees continues to be a pinch point for our businesses. The strategies and projects we have employed to address this to date include:**

- Working to develop two Jones County promotional videos focusing on quality of life, employment opportunities and available land and buildings. Videos will be released in 2017.
- Continued work with Kirkwood Community College, Grant Wood AEA, the high schools, our employers and Iowa Workforce Development to ensure quality training opportunities and assistance for employers and work force in Jones County.
- Working to ensure success for development of the Wapsipinicon Trail in Anamosa per the Parks to People program. Wrote grants to assist the project.
- Umbrella organization for Ignite: Jones County Young Professionals Group.
- Researching additional opportunities to assist in workforce attraction.

**ORGANIZATIONAL EXCELLENCE is always a goal of the JCED Board. We continue to strive to make our organization better, and we value input from our investors!**

- 12 Active Board Members represent Anamosa- Betty Weimer; Monticello-Chris Lux; Cascade- Brad Ludwig; Olin- Becky McAtee; Jones County-Patrick Callahan, Banking- Matt Behrends & Kris Gobeli, Manufacturing- Doug Wortman & Brian Weber, Service- Patty Manuel and At-Large- Nels Petersen & Rachel Von Behren.
- We work in collaboration with Anamosa Development Corporation, Monticello Development Corporation and Cascade Development Corporation, and bring their attention to specific projects as needed.
- We strive to stay up-to-date and knowledgeable by attending trainings pertinent to economic development, workforce development, and business growth.
- We supplement our funding by providing staffing at J & P Event as our largest non-investment fundraiser.
- We have an upgraded website-www.jonescountydevelopment.com. Please check it out. It is a work in progress!

JONES COUNTY ECONOMIC DEVELOPMENT

DUSTY EMBREE, EXECUTIVE DIRECTOR- 319-480-7446, [DIRECTOR@JONESCOUNTYDEVELOPMENT.COM](mailto:DIRECTOR@JONESCOUNTYDEVELOPMENT.COM)

[WWW.JONESCOUNTYDEVELOPMENT.COM](http://WWW.JONESCOUNTYDEVELOPMENT.COM)

City Council Meeting  
Prep. Date: 1/12/17  
Preparer: Doug Herman



Agenda Item: 6  
Agenda Date: 1/16/17

*"The City of Flags and Flowers"*  
**Communication Page**

**Agenda Items Description:** Resolution to approve FY '18 investment in Jones County Tourism.

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

**Attachments & Enclosures:**

Proposed Resolution
Letter Requesting Contribution

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

"County" Contribution
General Fund
\$1,139.00
n/a

**Synopsis:** Tourism requests continued investment from the City.

**Background Information:** The City of Monticello has been a fairly consistent member of Jones County Tourism. They have again requested a .30 per capita investment from the City of Monticello in the amount of \$1,139. This has been the rate since FY '13.

This investment would be paid from the General Fund as it has in the past.

**Staff Recommendation:** I recommend that the Council approve the Jones County Tourism request for funding.

# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #17-\_\_

Approving funding/investment in Jones County Tourism  
in the amount of \$1,139.00 for FY 2018

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

**WHEREAS**, Jones County Tourism has requested an investment in their Organization from the City of Monticello, and

**WHEREAS**, the Monticello City Council has considered the request made by Jones County Tourism, and has determined it appropriate to invest in Jones County Tourism, by way of an investment in the amount of \$1,139.00 for FY 2018, same representing a .30 cent per capita investment.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 16<sup>th</sup> day of January 2017, that the City of Monticello shall budget for and invest in Jones County Tourism in the amount of \$ 1,139.00 for fiscal year 2018.

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 16<sup>th</sup> day of January, 2017.

---

Dena Himes, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk



December 30, 2016

Dena Himes, Mayor  
Doug Herman, City Administrator  
Sally Hinrichsen, City Clerk  
City Council Members

City Hall  
200 East First  
Monticello, Iowa 52310

RE: Request for funding Fiscal Year July 1, 2017-June 30, 2018

For Fiscal Year July 1, 2017-June 30, 2018, the Jones County Tourism Association is again requesting funding from Monticello from its per capita assessment of \$1,139. (2010 census figures -- population 3,796 x \$.30 per person = \$1139.00)

Jones County Tourism Association's budget for the calendar year 2017 is enclosed. Additional support materials enclosed are the association's 2016 annual report and presentation prepared for our annual meeting.

Jones County and Monticello continue to enjoy positive tourism numbers. Your historic district, The Maquoketa River for canoeing and kayaking and wonderful array of specialty shops continues to be major draws for individual and group travelers. Your support will allow us to continue to boost our efforts to market Monticello as a tourist destination. Travel expenditures in Jones County last year totaled \$22. Million.

We are looking forward to better serving Monticello and Jones County in the future. We also would like time on your agenda for our board President Kim Brooks to make a formal presentation and answer any questions you may have. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Bob Hatcher".

Bob Hatcher

cc: Kim Brooks – Jones County Tourism Board President

(2016 annual report attached)





# 2016 Annual Report

## Tourism Fast Facts

Money Spent by tourists – From \$ 21.14 million to \$ 21.42 million an increase of \$ 280,000.00 , a 1 % increase in dollars spent by tourists in Jones County versus the previous year.

Sales tax to Jones County – \$ 150,000.00 in local sales tax was paid to the County , money for fire protection, Police and in the general fund that local residents don't have to pay.

Jobs because of tourism – 110 jobs have been created because of Tourism in Jones County, with an annual payroll of over \$2 million.

Bus Tours – 22 bus tours of Jones County (over 900 people) That equates to about \$ 27,000.00 spent at our restaurants and attractions.

Hotel/Motel tax to Jones County - FY 16 Jones County received \$ 80,351.94 in Hotel/Motel tax. over 13,500 visitors stayed overnight with us—eating and shopping.

Visitors Center - Last year Jones County Tourism office provided information about the area including what to do, attractions to see, where to dine and stay to over 910 travel parties! They came for the sights and stayed for the stories!

Jones County Marketing Reach -- Our print media advertising reached approximately 2.5 million readers each year in the upper Midwest. We filled over 1000 requests for information from this printed material mainly by E-mail and referring to the Web Page.

### 2016 Board Members

- *Kim Brooks—President*
- *Ned Rohwedder - VP - Jones County Supervisor*
- *Dustin Embree – Trea. Economic Development*
- *Suzanne Willman—Sec.*
- *Rick Sanborn - Anamosa City Council*
- *Jennifer Koopmann*
- *Paul Lewison*
- *Dave Morreim*
- *Johnny Russ—Monticello city council*
- *Becky DirksHaugsted*
- *Jim Christianson*
- *Kathy Luensman*
- *Jennifer Hewitt*
- *Ken Marlin*
- *Bob Hatcher—Director*

### 2017 Budget

#### • Income

\$ 15,500 Jones County  
7,686 Memberships  
12,500 H/M tax  
600 Grants  
\$ 36,286 Total Income

#### • Expenses

\$ 21,299 Payroll-training  
7,714 Office expense  
7,100 Advertising  
\$ 36,113 Total Expense

#### • Why do tourists visit Jones County ?

- Motorcycles
- Our parks & campgrounds
- Great Jones County Fair
- Camp Courageous
- Grant Wood
- Historical Museums
- Stone City
- Scenic Byway
- Wineries
- Campgrounds - public & private

(over for results of 2016 goals)



## 2016 goals - projects

- **More multiple day visitors to Jones County: \$285.00 a day + 10 % in 2016**  
*(1st 6 mo of 2016 = \$39,467 vs 1st 6 months 2015 = \$33,000 + \$6467 or 20% increase) ( about 1100 more visitors stayed in our motels)*
  1. Expand advertising out to 200 - 250 mile range.
  2. Measurable by Hotel/Motel tax
- **Increase number of regular bus tours: increase by 3 bus tours**  
*(Total of 22- increase of 8 this year, went to marketplace 2 years in a row)*
- **Have a local citizens Tour program: one tour in 2016**  
*(have applied for and received a grant for a FAM tour for 2017)*  
*(had one Sept. 21, 2016 w/Fidelity Bank in Monticello)*
  1. Set up a bus tour of all attractions.
- **Increase \$ 50 - \$100 -\$250 members: increase two of each**  
*(one \$250 & 2- \$100)*
  1. Need to get Board Members to help with this.
- **Social Media:**  
**Start a facebook page**  
*(started facebook page)*
  1. Facebook – set up a monthly schedule to “promote projects”.
  2. Get all towns to “funnel information” to JCTA.
- **Start a volunteer program, to add 4-8 hours a week to store hours.**  
*( stayed open Saturday from 11:00 am – 3:00 pm )*  
*(Did for 14 weeks – Ave 1.4 travel parties a week)*
  1. Pick 6-8 people to become volunteers.
  2. Review program after 6 months to see if it is valuable program.

City Council Meeting  
Prep. Date: 1/12/17  
Preparer: Doug Herman



Agenda Item: 7  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Resolution to approve FY '18 investment in Jones County Senior Dining.

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

**Attachments & Enclosures:**

Proposed Resolution
Senior Dining Request Letter / Attachment

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	\$3,900
Revenue:	n/a

**Synopsis:** Request of Senior Dining program for annual appropriation.

**Background Information:** The City of Monticello has been appropriated funds to senior dining for a number of years. The requested investment has been based upon the percentage of meals served in Monticello of the total senior dining meals, for the most recent year, multiplied times \$10,000. In our case, according to Senior Dining, our percentage is 39%. We have for the last number of years hovered around 35% - 36%. Based thereon the requested contribution is \$3,900.00. The same equation is used for other communities; however, in the past, some have not paid.

**Staff Recommendation:** Regardless of what other communities are doing, I recommend that the Council approve the requested investment for FY '18 in the amount of \$3,900.

# The City of Monticello, Iowa

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

RESOLUTION #17-\_\_\_

## **Approving FY '18 Senior Dining Funding request in the amount of \$3,900**

**WHEREAS,** Monticello has historically supported the Senior Dining program in Monticello, typically being based upon a per meal rate or a % of program use, and

**WHEREAS,** Jones County Senior Dining has requested \$3,900 as the City of Monticello FY '18 investment is based upon the percentage of meals served at the Monticello site last year times \$10,000, and

**WHEREAS,** The requested amount would be included as a contribution to be paid from the FY '18 General Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the funding request of the Jones County Senior Dining program in the amount of \$3,900 for fiscal year 2018.

**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 16<sup>th</sup> day of January, 2017.

---

Dena Himes, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

# Jones County Senior Center

112 North Ford St.  
Anamosa, Iowa 52205  
(319) 462 - 4484

January 3, 2017

Doug Herman, City Administrator  
City of Monticello  
200 E. 1<sup>st</sup> St.  
Monticello, Ia. 52310

RE: Request for financial support for operating costs of the Jones County Senior Dining Program for the fiscal year 2018 (July 1, 2017-June 30, 2018).

I am writing to you on behalf of the Jones County Senior Dining Center, which is requesting financial support in the amount of \$3,900; this will be used for program costs. This amount was based on the number of meals served in Monticello this last fiscal year and is based on a percentage of what the Program needs to help provide services to our seniors.

Meals are also served in Anamosa, Olin, Oxford Junction and Wyoming; therefore we will be requesting funds from them as well.

Since we are a county wide program we will be requesting funds from the Board of Supervisors too.

The operation of the Jones County Senior Center benefits senior's throughout the county. Seniors receive nutritious noon meals in addition to the opportunity for socialization and education. Frail homebound seniors in the county receive nutritious meals delivered to their homes and are monitored on a regular basis.

We need your continued support to maintain nutritious meal options with an increasingly growing senior population

We appreciate your assistance with funding for the program. If at any time you have any questions or concerns please contact Lisa Tallman at 462-4484.

Sincerely,



Lisa Tallman, Program Director  
Jones County Senior Center

City Council Meeting  
Prep. Date: 01/12/16  
Preparer: Doug Herman



Agenda Item: # 8  
Agenda Date: 1/16/17

**Communication Page**

**Agenda Items Description: Resolution:** Designating Monticello Express as official City of Monticello newspaper, for publication purposes.

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

**Synopsis:** The City is required, by Code, to designate publication in which official notices/publications will be printed.

**Background Information:** Monticello has historically designated the Express as the official newspaper for City Publications.

**Staff Recommendation:** City Administrator recommends that Monticello Express be designated as the official newspaper for City of Monticello publications for calendar year 2017.

# The City of Monticello, Iowa

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

## RESOLUTION # 17-\_\_\_\_

### RESOLUTION DESIGNATING THE MONTICELLO EXPRESS AS THE OFFICIAL PUBLICATION NEWSPAPER FOR CITY OF MONTICELLO

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

**WHEREAS**, the City of Monticello shall annually designate an official newspaper for Publication purposes.

**NOW THEREFORE, BE IT RESOLVED** that the City of Monticello, Iowa does hereby designate the Monticello Express as the official publication newspaper of the City of Monticello for the 2017 calendar year.

**IN TESTIMONY HEREOF**, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed, this 16<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
Dena G. Himes, Mayor

*Attest:*

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

City Council Meeting  
Prep. Date: 01/12/17  
Preparer: Doug Herman



Agenda Item: 9  
Agenda Date: 1/16/17

**Communication Page**

**Agenda Items Description:** Resolution to approve Written Investment Policy of all Funds for the City of Monticello, Iowa as required by Chapters 12B and 12C of the Code of Iowa.

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

**Attachments & Enclosures:**

Proposed Resolution

Proposed Policy

**Fiscal Impact:**

Budget Line Item: n/a

Budget Summary: n/a

Expenditure: n/a

Revenue: n/a

**Synopsis:** City is required by Iowa Code to follow certain investment practices with public funds.

**Background Information:** City currently has Investment Policy, however, to remain current with Iowa Statutory references, it is necessary to reaffirm the policy and to make any other corrections or clerical amendments.

**Staff Recommendation:** City Administrator recommends passage of Resolution to approve written Investment Policy of all Funds for the City of Monticello, Iowa as required by Chapters 12B and 12C of the Code of Iowa.



## **The City of Monticello, Iowa**

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

### ***RESOLUTION #***

### **Approving the Written Investment Policy applicable to all Funds of the City of Monticello, Iowa, as required by Chapters 12B and 12C of the Code of Iowa**

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

**WHEREAS**, Iowa Code Chapters 12B, “Security of the Revenue”, and 12C, “Deposit of Public Funds”, place certain requirements on the City in regard to the investment and deposit of City funds, and

**WHEREAS**, Iowa Code Chapter 12B, §12B.10B states that political subdivisions shall approve written investment policies which incorporate the guidelines specified in §12B.10, §’s 12B.10(A) through 12B.10C, and any other provisions deemed necessary to adequately safeguard invested public funds; and

**WHEREAS**, it is the intent of the City Council, by the passage of this Resolution and the aforementioned “Written Investment Policy” to fully comply with the requirements of Chapters 12B and 12C of the Iowa Code.

**NOW THEREFORE, BE IT RESOLVED** that the Council of the City of Monticello, Iowa does hereby approve of the Written Investment Policy applicable to all funds of the City of Monticello, Iowa, as required by Chapters 12B and 12C of the Code of Iowa, said Policy being attached hereto, same being incorporated, by this reference, as if same had been set forth fully verbatim herein.

**IN TESTIMONY WHEREOF**, I subscribe my name and affix the Great Seal for the City of Monticello, Iowa on this 16<sup>th</sup> day of January, 2017.

---

Dena Himes, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

**Investment Policy  
City of Monticello  
Monticello, Iowa**

**Section 1 – Scope of Investment Policy**

The Investment Policy of the City of Monticello shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the City of Monticello. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

The investment of bond funds or sinking funds shall comply not only with this investment policy, but also be consistent with any applicable bond resolution.

This Investment Policy is intended to comply with Iowa Code Chapters 12B and 12C.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

1. The Monticello Mayor, City Council, City Administrator and/or other officer of the City of Monticello to which the Investment Policy applies.
2. All depository institutions or fiduciaries for public funds of the City of Monticello
3. The auditor engaged to audit any fund of the City of Monticello.

In addition, a copy of this Investment Policy shall be delivered to every fiduciary or third party assisting with or facilitating investment of the funds of the City of Monticello.

**Section 2 – Delegation of Authority**

In accordance with Section 12B.10(1) the responsibility for the safekeeping and the appropriate investment of public funds resides with the City Treasurer. Only the City Treasurer and those authorized by resolution may invest public funds and a copy of any empowering resolution shall be attached to this Investment Policy. Pursuant to Section 12C.11 the City Treasurer is hereby delegated the powers of "Investment Officer", with the condition that Investment opportunities and decisions shall be reviewed with the City Administrator prior to finalizing the investment transaction.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for the City of Monticello shall require said outside person(s) to notify the City of Monticello, in writing, within thirty days of the receipt of all communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in the internal control structure of the outside

person or regulatory orders or sanctions regarding the type of services being provided to the City of Monticello by the outside person.

The records of investment transactions made by or on behalf of the City of Monticello are public records and are the property of the City of Monticello whether in the custody of the City of Monticello or in the custody of a fiduciary or other third party.

The City Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of the City of Monticello responsible for elements of the investment process, and to address the procedures to be followed and employed in the management of the City's investments. In addition, the controls shall provide for the receipt and review of the audited financial statement and related report(s) on internal control structure of all outside persons performing any of the following for this public body.

1. Investment of public funds
2. Advising on the investment of public funds
3. Directing the deposit or investment of public funds
4. Acting in a fiduciary capacity for this public body

A Bank, Savings and Loan Association, or Credit Union providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

The Treasurer of the City of Monticello and employees authorized to place investments shall be bonded in the amount required by a duly enacted Resolution of the City.

### **Section 3 – Objectives of Investment Policy**

The primary objectives, in order of priority, of all investment activities involving the financial assets of the City of Monticello shall be the following:

1. Safety: Safety and preservation of principal in the overall portfolio.
2. Liquidity: Maintaining the necessary liquidity to match expected liabilities.
3. Return: Obtaining a reasonable return on the City Investment.

### **Section 4 – Prudence**

The Treasurer of the City of Monticello when investing or depositing public funds shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the Section 3 investment objectives. This standard requires that when making investment decisions, the City Treasurer shall consider the role that the investment or deposit plays within the portfolio of assets of the City of Monticello and the investment objectives stated in Section 3.

When investing assets of the City of Monticello for a period longer than three (3) years, the City Treasurer shall request competitive investment proposals for comparable credit and term investments from a minimum of three investment providers.

### **Section 5 – Instruments Eligible for Investment**

Assets of Monticello may be invested in the following, same intended to be consistent with and to include all investment options allowed by Iowa Code § 12B.10(4)(a):

1. Interest bearing savings accounts, interest bearing money market accounts, and interest bearing checking accounts at any bank, savings and loan association or credit union in the State of Iowa. Each depository shall be a federally insured depository institution approved pursuant to Chapter 12C. Each financial institution shall be properly declared as an authorized depository by the Monticello City Council and deposits in any financial institution shall not exceed the amount approved by the Monticello City Council as established by separate resolution.
2. Obligations of the United States government, its agencies and instrumentalities.
3. Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Chapter 12C.
4. Commercial paper or other short-term corporate debt that matures within 270 days of purchase and is rated within the two highest classifications, as established by at least one of the standard rating services approved by the superintendent of banking.
5. Repurchase agreements, provided that the underlying collateral consists of obligations of the United States government, its agencies and instrumentalities and City takes delivery of the collateral either directly or through an authorized custodian.

All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including Section 7 Investment Maturity Limitations and Section 8 Diversification Requirements.

### **Section 6 – Prohibited Investments and Investment Practices**

Assets of the City of Monticello shall not be invested in the following, per the restrictions and consistent with Iowa Code § 12B.10(4)(a)(5) and 12B.10(4)(b):

1. Reverse repurchase agreements.
2. Futures and options contracts.

Assets of the City of Monticello shall not be invested pursuant to the following investment practices:

1. Trading of securities for speculations or the realization of short-term trading gains.

2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the City of Monticello fails to produce requested records when requested by this public body within a reasonable time, the City of Monticello shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.

## **Section 7 – Investment Maturity Limitations**

Operating Funds must be identified and distinguished from all other funds available for investment. Operating Funds are defined as those funds which are reasonably expected to be expended during a current budget year or within 15 months of receipt.

All investments authorized in Section 5 are further subject to the following investment maturity limitations:

1. Operating Funds may only be invested in instruments authorized in Section 5 of this Investment Policy that mature within three hundred ninety-seven (397) days.
2. The City Treasurer may invest funds of the City of Monticello not identified as Operating Funds in investments with maturities longer than three hundred ninety-seven days (397). However, all investments of the City of Monticello shall have maturities consistent with the needs and use of the City of Monticello.

## **Section 8 – Diversification**

Investments of the City of Monticello are subject to the following diversification requirements:

Prime bankers' acceptances:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the City of Monticello shall be invested in prime bankers' acceptances, and
2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the City of Monticello shall be invested in the securities of a single issuer.

Commercial paper or other short-term corporate debt:

1. At the time of purchase, no more than ten percent (10%) of the investment portfolio of the City of Monticello shall be in commercial paper or other short-term corporate debt,

2. At the time of purchase, no more than five percent (5%) of the investment portfolio of the City of Monticello shall be invested in the securities of a single issuer, and
3. At the time of purchase, no more than five percent (5%) of all amounts invested in commercial paper and other short-term corporate debt shall be invested in commercial paper and debt rated in the second highest classification.

Whenever possible, it is the policy of the City of Monticello to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets with a specific maturity, a specific issuer, or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply:

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected so as to provide stability of income and reasonable liquidity.
2. Liquidity practices shall ensure that the next disbursement date and payroll date are covered through maturing investments, marketable U.S. Treasury bills or cash on hand.
3. Risks of market price volatility shall be controlled through maturity diversification so that aggregate price losses on Instruments with maturities approaching one year shall not be greater than coupon interest and Investment Income received from the balance of the portfolio.

## **Section 9 – Safekeeping and Custody**

All invested assets of the City of Monticello involving the use of a public funds custodial agreement, as defined in Section 12B.10C shall comply with rules adopted pursuant to Section 12B.10C relating to those investments. All custodial agreements shall be in writing and shall contain a provision that all investments shall be made in accordance with the laws of the state of Iowa.

All invested assets of the City of Monticello eligible for physical delivery shall be secured by delivery to the city directly or by having them held by a third party custodian. All purchased investments shall be held pursuant to a written third party custodial agreement requiring delivery versus payment and compliance with all rules set out elsewhere, including Section 9 of this Investment Policy.

## **Section 10 – Ethics and Conflict of Interest**

The City Treasurer and all officers and employees of the City of Monticello involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Any conflict of interest or bias, whether in fact or by appearance, shall be disclosed in writing to the Monticello City Council.

## **Section 11 – Reporting**

The City Treasurer shall submit an annual investment report summarizing market conditions and investment strategies employed since the last investment report. The investment report shall set out the current portfolio in terms of maturity, rates of return and other features, and shall summarize all investment transactions that have occurred during the reporting period with a comparison of the investment results and the planned budgetary expectations.

## **Section 12 – Investment Policy Review and Amendment**

This Investment Policy shall be reviewed every three (3) years or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in Section 1.

Passed and adopted by the Monticello City Council this 16<sup>th</sup> day of January, 2017.

---

Dena Himes, Mayor

ATTEST:

---

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting  
Prep. Date: 01/12/17  
Preparer: Doug Herman



Agenda Item: 10  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Resolution to approve Tax Abatement related to property located at 745 Breckenridge Drive.

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

**Attachments & Enclosures:**

Proposed Resolution

Application

**Fiscal Impact:**

Budget Line Item: n/a

Budget Summary: n/a

Expenditure: n/a

Revenue: n/a

**Synopsis:** Abatement Application filed by Nick and Shannon Simonson, owner of home located at 745 Breckenridge Drive, Monticello.

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

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



# The City of Monticello, Iowa

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

## RESOLUTION #

**Approving Nick & Shannon Simonson Tax Abatement Application related to Residential Improvements constructed at 745 Breckenridge Drive, Monticello, Iowa.**

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

**WHEREAS,** Nick Simonson has completed and filed an Application for Tax Abatement related to their home, a Residentially zoned property, located at 745 Breckenridge Drive, Monticello, Iowa, and

**WHEREAS,** The City Council has reviewed said Application, and finds that the information submitted therein is consistent with that required by the Monticello Code of Ordinances.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Nick Simonson as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of January 10, 2017 and being signed by Nick Simonson and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 16th day of January, 2017.

---

Dena G. Himes, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 10 Jan 2017

Prior Approval for  
Intended Improvements

Approval of Improvements  
Completed

Address of Property: 745 BARKINGBEE DR MONTICELLO IA 52310

Legal Description: RESIDENTIAL HOME LOCATED @ 745 BARKINGBEE DR MONTICELLO IA 52310

Title Holder or Contract Buyer NECK AND/OR SHANNON SEMENSON

Address of Owner (if different than above): "SAME"

Phone Number (to be reached during the day): (563) 370-2474

Existing Property Use:  Residential  Commercial  Industrial  Vacant

Proposed Property Use:  Residential  Commercial  Industrial

Nature of Improvements:  New Construction  Addition  General Improvements

Specify NEWLY CONSTRUCTED 3 BR / 2 BATH RANCH STYLE HOME, ATTACHED 2 CAR GARAGE.

FULL UNFINISHED BASEMENT.

Estimated or Actual Date of Completion: 23 MAY 2016

Estimated or Actual Cost of Improvements: \$208,000.00 - \$215,000.00

Tax Exemption Schedule is attached.

Signed: 

City Council Meeting  
Prep. Date: 01/12/17  
Preparer: Doug Herman



Agenda Item: 11  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Resolution to approve Tax Abatement related to property located at 708 Park Drive.

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

**Attachments & Enclosures:**

Proposed Resolution

Application

**Fiscal Impact:**

Budget Line Item: n/a

Budget Summary: n/a

Expenditure: n/a

Revenue: n/a

**Synopsis:** Abatement Application filed by Chris and Myrna Sasina, owner of home located at 708 Park Drive, Monticello.

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

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

# The City of Monticello, Iowa

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

## RESOLUTION #

**Approving Chris & Myrna Sasina Tax Abatement Application related to Residential Improvements constructed at 708 Park Drive, Monticello, Iowa.**

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

**WHEREAS,** Chris Sasina have completed and filed an Application for Tax Abatement related to their home, a Residentially zoned property, located at 708 Park Drive, Monticello, Iowa, and

**WHEREAS,** The City Council has reviewed said Application, and finds that the information submitted therein is consistent with that required by the Monticello Code of Ordinances.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Chris Sasina as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of January 10, 2017 and being signed by Chris Sasina and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 16th day of January, 2017.

---

Dena G. Himes, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk



City Council Meeting  
Prep. Date: 01/12/17  
Preparer: Doug Herman



Agenda Item: 12  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Resolution to approve Parcel 2017-\_\_\_ (Originally referred to as Parcel 2016-19, but needs a 2017 number) (I am awaiting a 2017-\_\_\_ number)

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

**Attachments & Enclosures:**

Proposed Resolution

Plats of Survey

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** The Proposed Plat of survey is intended to square off or clear up a boundary line between two parcels.

**Background Information:** This parcel is owned by Charlie Becker and was created to with a plan to transfer said parcel to a neighboring property owner, the Schwandts; this parcel totals .06 acres.

The Planning and Zoning Board will be reviewing this Plat tonight, 1/12/2017, and I am fairly certain that they will recommend that it be approved. This is not a buildable lot, merely intended to clear up a property lie/boundary as noted earlier.

**Staff Recommendation:** I recommend that the Council approve the proposed Plat of Survey to parcel 2017-\_\_\_ ).

# The City of Monticello, Iowa

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

RESOLUTION #17-\_\_

## Resolution Approving Plats of Survey to Parcels 2017-\_\_

**WHEREAS,** A Plat of Survey has been presented to Parcel 2017-\_\_ same being located within the City Limits of the City of Monticello, and

**WHEREAS,** The City Planning and Zoning Board has reviewed the Plat of Survey to said Parcel and recommends that it be approved, and

**WHEREAS,** The City Council has reviewed the Plat of Survey, finds that said area is .06 acres in total area, is not an independently buildable lot, has been created to square off and/or to clear up a shared boundary line with a neighboring property owner, and therefore, same should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Plats of Survey to parcel 2017-\_\_.

**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 16<sup>th</sup> day of January, 2017.

---

Dena Himes, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

**PARCEL 2016-19**  
 PLAT OF SURVEY  
 PART OF LOT 'D' OF THE SUBDIVISION OF LOT 'C' OF LIBERTY HEIGHTS  
 IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA  
 PREPARED BY/RETURN TO: WADE D. WAMRE P.L.S., 3220 ELAINE DR NW, CEDAR RAPIDS, IOWA 52405 (319-361-6341)



AREA  
 TOTAL: 2,567 SQ. FT.  
 0.06 ACRES  
 SURVEY FIELD WORK  
 PERFORMED:  
 05-10-2018

OWNER/REQUESTED BY:  
 CHARLES W. & PATRICIA F. BECKER  
 713 NORTH BIRCH STREET  
 MONTICELLO, IOWA 52310  
 SURVEYOR:  
 WADE D. WAMRE P.L.S.  
 3220 ELAINE DR. N.W.  
 CEDAR RAPIDS, IOWA 52405  
 (319) 361-6314

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the Laws of the State of Iowa.  
 (Signature) \_\_\_\_\_ (Date) \_\_\_\_\_  
 WADE D. WAMRE, P.L.S.  
 License number: 17565  
 My license renewal date is December 31, \_\_\_\_\_  
 Page(s) or sheet(s) covered by this plat: \_\_\_\_\_

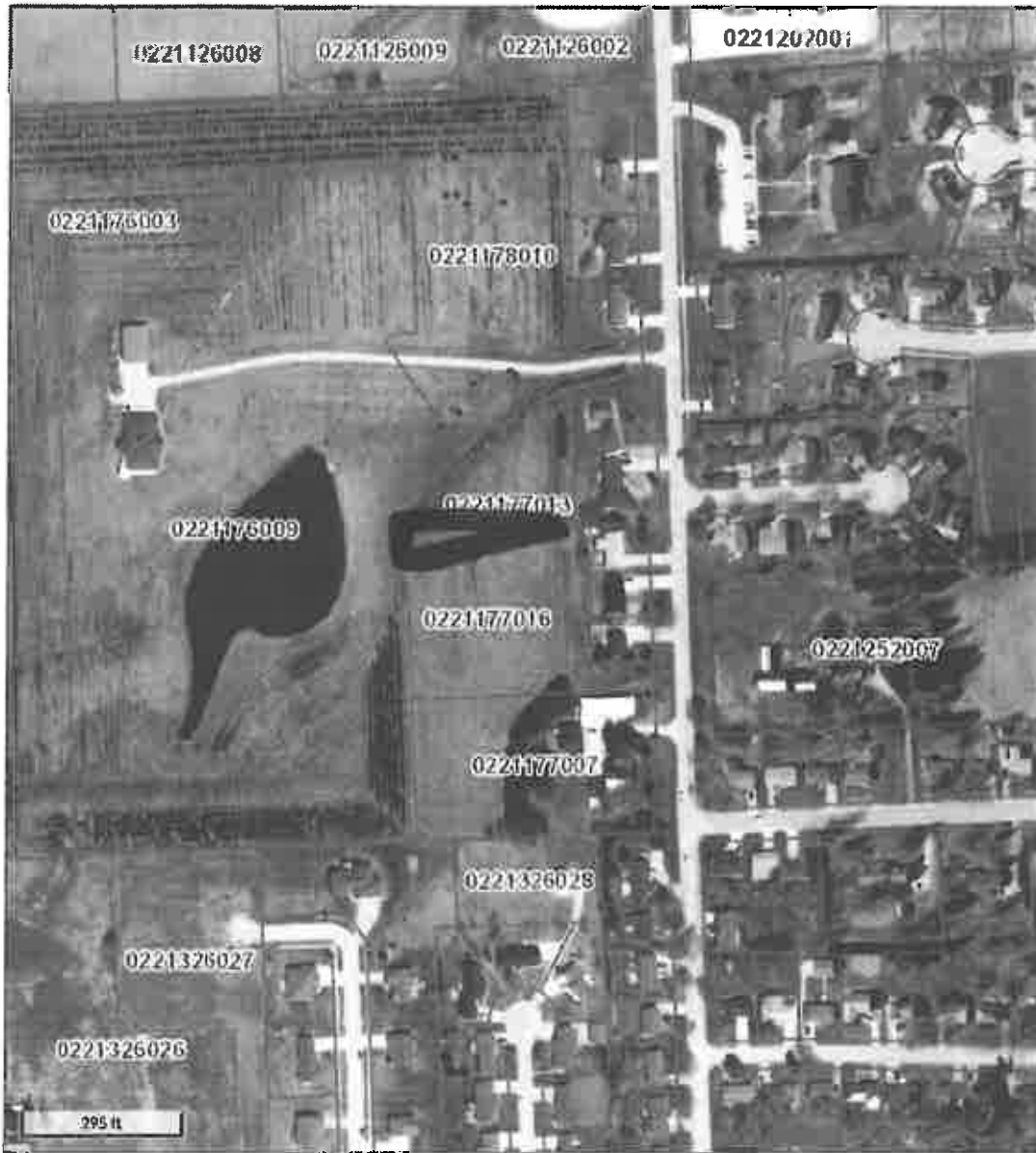


**LAND DESCRIPTION**  
 Part of Lot 'D' of the Subdivision of Lot 'C' of Liberty Heights, in the City of Monticello, Jones County, Iowa more particularly described as follows:  
 Beginning at the Northwest Corner of Lot 'D' of the Subdivision of Lot 'C' of Liberty Heights, in the City of Monticello, Jones County, Iowa; Thence N 87°43'54" E along the North line of said Lot 'D' a distance of 275.00 feet; Thence S 83°50'51" W to the West line of said Lot 'D' a distance of 275.63 feet; Thence N 02°16'06" W along said West line to the Point of Beginning a distance of 18.67 feet.  
 Said parcel contains 2567 SQ. FT., 0.06 acres subject to easements and restrictions of record.

- SURVEY LEGEND**
- SET 5/8" REBAR W/CAP #17565
  - FOUND 5/8" REBAR W/CAP #12631
  - ▲ SECTION CORNER FOUND AS NOTED
  - ( ) RECORDED AS
  - POB POINT OF BEGINNING
  - PLAT OR SURVEY BOUNDARY
  - - - ADJACENT PROPERTY LINE
  - SECTION LINE



# Beacon™ Jones County, IA



## Overview

## Legend

- Parcels
- Cartography
- Major Roads

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

Date created: 11/30/2016

Last Data Uploaded: 11/30/2016 1:21:53 AM

Developed by  
The Schneider Corporation

City Council Meeting  
Prep. Date: 01/13/17  
Preparer: Doug Herman



Agenda Item: 13  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Resolution to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the Water Tower Repainting Project and the taking of bids therefor

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

**Attachments & Enclosures:**

Resolution / Notice

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

**Synopsis:** Engineer to file plans and specs related to water tower project. Notice to Bidders to be published, bids to be received, public hearing to be set and thereafter held.

**Background Information:** We are prepared to move forward with the Water Tower blasting and painting project pursuant to the following schedule:

- Proposed Filing Date: 01/16/17
- Notice of Hearing in the Express: 01/18/17
- Notice to Bidders posted on Monticello Website & Master Builders Website by 01/18/17
- Bid Date: 02/01/17
- Public Hearing & Council Action: 02/06/17
- Early Start Date: 04/17/17
- Completion Date: 10/13/17 (no calendar day requirement)
- Anticipated construction: 6 to 12 weeks

We have had a number of conversations with US Cellular, Sprint, and ComElec, with US Cell and Spring having a plan with regard to their equipment and with ComElec still working on a plan.

The Resolution will accept/acknowledge the filing of the plans and will set a bidding date and a public hearing on the plans and specs as well as the bids.

**Staff Recommendation:** I recommend that the Council approve the proposed resolution which provides for a notice of hearing, to be held on February 6, 2017 at 6:00 p.m., on proposed plans, specifications, form of contract and estimate of cost for the Water Tower Repainting Project and the taking of bids therefor

# The City of Monticello, Iowa

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

RESOLUTION #17-\_\_

**Resolution** To provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the North Water Tower Repainting Maintenance Project and the taking of bids therefor

**WHEREAS**, the City Council (the “Council”) of the City of Monticello, Iowa (the “City”), has determined that it is necessary and desirable that a public improvement be constructed as described in the proposed plans and specifications and form of contract prepared by Snyder & Associates, Inc., the Project Engineers for such public improvement, which may be hereafter referred to as the North Water Tower Repainting Maintenance Project (and is sometimes hereinafter referred to as the “Project”), which proposed plans, specifications and form of contract and estimate of cost are on file with the City Clerk; and

**WHEREAS**, it is necessary to fix a time and place of public hearing on the proposed plans, specifications and form of contract and estimate of cost for the Project and to advertise for sealed bids for the Project;

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

Section 1. The detailed plans and specifications, notice of hearing and notice to bidders, form of contract and estimate of cost referred to in the preamble hereof are hereby approved.

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

Section 3. The amount of the bid security to accompany each bid is hereby fixed at 10% of the total amount of the proposal.

Section 4. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction of the Project, on the 1<sup>st</sup> day of February 2017, at 1:30 o'clock p.m., at the Monticello Renaissance Center, Monticello, Iowa.

Section 5. Public Hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project as well as the time and place for the consideration of the bids received by the City Clerk in connection therewith is hereby scheduled for the 6<sup>th</sup> day of February, 2017, at 6:00 o'clock p.m., at the Monticello Renaissance Center, Monticello, Iowa.

Section 6. The City Clerk is hereby authorized and directed to give notice of the hearing and taking of bids by publication of such notice in a newspaper of general circulation in the City, which publication shall be made not less than 4 nor more than 20 days prior to the date for receipt of bids and the time of the said hearing. The said notice shall be in the form substantially as attached to this resolution.

Section 7. All provisions set out in the following form of notice are hereby recognized and prescribed by this 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** this 16<sup>th</sup> day of January, 2017

**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 16<sup>th</sup> day of January, 2017.

---

Dena Himes, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

## NOTICE OF HEARING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR **THE MONTICELLO NORTH WATER TOWER REPAINTING MAINTENANCE PROJECT** FOR THE CITY OF MONTICELLO, IOWA.

Public Notice is hereby given that at 6:00 p.m. on the 16<sup>th</sup> day of January, 2017, the City Council of the City of Monticello will, at Monticello City Hall, 200 East First 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 **MONTICELLO NORTH WATER TOWER REPAINTING MAINTENANCE 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 MONTICELLO NORTH WATER TOWER REPAINTING MAINTENANCE PROJECT** includes providing containment, removal of existing interior and exterior coatings via sand blasting, and repainting the interior and exterior of the 500,000 gallon, leg elevated water tower. Tank repairs may be added to the project as determined to be necessary by the City of Monticello and their Engineer.

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 the office of the City Clerk, Monticello City Hall, 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, Iowa.

Sally Hinrichsen  
City of Monticello, Iowa, City Clerk

## **NOTICE TO BIDDERS**

### **CITY OF MONTICELLO, IOWA** **PUBLIC IMPROVEMENT PROJECT**

Sealed bids for the work comprising the improvement as stated below must be filed before **1:30 P.M.** according to the clock in the office of the **Monticello City Clerk** on **Wednesday, February 1, 2017**, in the office of the **Monticello City Clerk, Monticello City Hall, 200 East First Street, Monticello, Iowa**. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Sealed proposals will be opened and bids tabulated at **1:30 P.M.** on **Wednesday, February 1, 2017**, in the **Monticello City Hall** for consideration by the **Monticello City Council** at its meeting on **Monday, February 6, 2017**.

Work on the improvements may commence in accordance with the written Notice to Proceed and not prior to May 1, 2017 following approval of the contract by the 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**

The contract documents are available with the Monticello City Clerk and may be examined at the Monticello City Hall, 200 East First Street, Monticello, Iowa. Copies of the project documents may be obtained from Snyder & Associates, Inc. 5005 Bowling Street SW, Suite A Cedar Rapids, Iowa upon payment of \$100 deposit. Deposit shall be refundable upon return of the contract documents in a reusable condition within 14 days after the award of the project. 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 North Water Tower Repainting Maintenance Project from the list. Project information, Engineer's cost opinion, and planholder information is also available at no cost at this website. Downloads require the user to register for a free membership at [www.QuestCDN.com](http://www.QuestCDN.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 MONTICELLO NORTH WATER TOWER REPAINTING MAINTENANCE PROJECT includes providing containment, removal of existing interior and exterior coatings via sand blasting, and repainting the interior and exterior of the 500,000 gallon, leg elevated water tower. Tank repairs may be added to the project as determined to be necessity by the City of Monticello and the Engineer.

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 Council, City of Monticello, Iowa 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 Council, City of Monticello, Iowa 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, Iowa 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 Council, City of Monticello, Iowa, 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.

Contractor shall fully complete the project by **October 13, 2017**. Should the contractor fail to complete the work in this timeframe, liquidated damages of **\$500** per calendar day will be assessed for work not completed within the designated contract term.

The **City Council, City of Monticello, Iowa** 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.



City Council Meeting  
Prep. Date: 01/13/17  
Preparer: Doug Herman



Agenda Item: 14  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Resolution to approve appointment of Snyder & Associates as Monticello Airport Engineer, for Airfield Development Projects, and Jerald Searle, with the HDR/Snyder & Associates team, for Airport Planning and Environmental Services.

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

**Attachments & Enclosures:**

Resolution

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

**Synopsis:** To maintain eligibility for FAA AIP funding the City of Monticello is required to hire an Engineer and a Planning Consultant through a competitive Request for Qualifications (RFQ) process; this was done and the Board has reviewed.

**Background Information:** To continue to utilize AIP funding the Airport must go through an RFQ process before hiring an Engineer and/or an Airport Consultant. This can be done on a project by project basis or on a once every five (5) year basis. (Even in that case the Airport can choose to make a change on a given project following a similar process.)

The Airport Board authorized the City Administrator to prepare and issue an RFQ to potential firms which was done in early December. Thereafter, two of five firms submitted a response to the RFQ. A committee of the Board with the City Administrator and Airport Mgr. met to review the submissions with Airport Board. Based upon the submittals and the references the Board approved a recommendation to the City Council that the City approve a Resolution to utilize Snyder & Associates for Airfield Development Projects and Jerry Searle with HDR, in concert with Snyder, for purposes of Airport Planning and Environmental Projects.

**Staff Recommendation:** I recommend that the Council approve the proposed resolution appointing Snyder & Associates as Monticello Airport Engineer, for Airfield Development Projects, and Jerald Searle, with the HDR/Snyder & Associates team, for Airport Planning and Environmental Services.

# The City of Monticello, Iowa

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

RESOLUTION #17-\_\_

**Resolution** to approve appointment of Snyder & Associates as Monticello Airport Engineer, for Airfield Development Projects, and Jerald Searle, with the HDR/Snyder & Associates team, for Airport Planning and Environmental Services.

**WHEREAS**, the City of Monticello applies for and is a regular recipient of FAA Airport Improvement Programming funding, and

**WHEREAS**, to maintain eligibility for AIP funding the City/Airport must follow a specific process to hire an Engineer for Airfield Development Projects and a Consultant for Airport Planning and Environmental Services, and

**WHEREAS**, the Airport Board in concert with the City Administrator and the Airport Manager have gone through the required selection process referred to as a Request for Qualifications or RFQ process and has, after completion of the process, recommended that the City appoint Snyder & Associates as the City Airport Engineer for Airfield Development Projects and Jerald Searle with HDR/Snyder & Associates team, for Airport Planning and Environmental Services.

**NOW, THEREFORE**, Be It Resolved by the City Council of the City of Monticello, Iowa, that the recommendation of the Airport Board should be approved, and the Airport Board does hereby approve the appointment of Snyder & Associates as the City Airport Engineer for Airfield Development Projects and Jerald Searle with HDR/Snyder & Associates team, for Airport Planning and Environmental Services.

**PASSED AND APPROVED** this 16<sup>th</sup> day of January, 2017

**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 16<sup>th</sup> day of January, 2017.

---

Dena Himes, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

City Council Meeting  
Prep. Date: 01/12/17  
Preparer: Doug Herman



Agenda Item: 15  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Resolution to approve the hiring of Jacob Oswald as Monticello Park and Recreation Director.

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

**Attachments & Enclosures:**

Proposed Resolution

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

**Synopsis:** Pursuant to the direction of the Monticello City Council a process was undertaken to seek candidates for the position of Monticello Park and Recreation Director. Five candidates were interviewed by a committee and with the advice of the committee an offer of employment was made to Jacob Oswald, subject to City Council approval.

**Background Information:** The interview committee included Chris Lux, Dena Himes, Katie Farrowe (Park Board member) and myself. Katie did not participate in one interview and Dena only participated in one interview.

Two candidates stood out as best meeting the job description. After careful consideration the committee reached a consensus that Jacob Oswald was the best fit. Based upon prior discussions with the Council about wages/benefits, the following offer of employment was made to Jacob Oswald:

1. Start Date on or about March 1, 2017 due to current employment.
2. Starting salary \$48,000
3. Starting benefits:
  - a. One week vacation during first and second years, two weeks in year three.
  - b. Personal/casual/holidays as other employees.
  - c. Sick leave accumulation as other employees.
  - d. Personal Health Insurance (Family at his cost with City contribution in same amount of other employees.)
  - e. Other benefits at same level as other employees (Dental, Vision, Short-term Disability, Life)

As you are aware Tami Bartram was offered the Superintendent position without a change in current pay or benefits and has turned down that opportunity. Tami has notified me that she will be working

through approximately March 1, 2017 before resigning. The Committee has worked with me to review applicants for the Superintendent position and has at this point interviewed three candidates with Jacob Oswald participating in two of the interviews. Jacob and I will have a second interview with the candidate that Jacob did not previously meet or interview and after that interview will determine whether additional applicants should be interviewed. The three candidates interviewed all have college degrees and some relevant experience. Many of the other applicants have skill sets that fit the maintenance/mechanical facets of the position but not necessarily the skill set or experience related to the sports/recreation organization and management facets of the job.

We plan to make a decision on this position prior to the next Council meeting.

**Staff Recommendation:** I recommend that the Council approve the hiring of Jacob Oswald as proposed herein.

# The City of Monticello, Iowa

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

RESOLUTION #17-\_\_\_

**Resolution** to approve the hiring of Jacob Oswald as Monticello Park and Recreation Director

**WHEREAS**, at the direction of the City Council applications were accepted for the position of Monticello Park and Recreation Director after the creation of new job descriptions for that position and the position of Superintendent of Parks and Facilities, and

**WHEREAS**, After the receipt of numerous applications, a committee made up of the City Administrator, a Council representative, and a representative of the Park and Recreation Board, interviews of five candidates were held, and

**WHEREAS**, The Committee unanimously chose Jacob Oswald as the top candidate for the position and the City Administrator thereafter offered him the position with Jacob accepting the position upon the conditions discussed with the City Administrator in recognition of the fact that the offer of employment was subject to City Council approval, and

**WHEREAS**, The City Council finds that the decision of the City Administrator, in consultation with the committee, to hire Jacob Oswald as the City of Monticello Park and Recreation Director should be approved, with the understanding that his start date will be on or about March 1, 2017, and

**WHEREAS**, The City Administrator has also shared with the Council the proposed wage and benefits for this position, as follows: \$48,000 salary, one week of vacation in years one and two of employment with two years thereafter, with other holidays, time-off, sick leave, health insurance, life insurance, short-term disability, and other benefits as provided to employees covered by the City Collective Bargaining Agreement (Note: This is an Exempt position and is not covered by the Collective Bargaining Agreement, it is referenced herein only as a guide to the fringe benefits to be received by the Park and Recreation Director.) and the Council finds the proposed wages and benefits to be appropriate.

**NOW, THEREFORE**, The Council hereby authorizes the hiring of Jacob Oswald as the Monticello Park and Recreation Director with pay and benefits as proposed by the City Administrator and as set forth subsequently herein..

**IN TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Dena Himes, Mayor

Attest:

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

City Council Meeting  
Prep. Date: 01/13/17  
Preparer: Doug Herman



Agenda Item: 16  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Ordinance Amending Chapter 69, Parking Regulations, with regard to parking restrictions on N. Gill Street

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

**Attachments & Enclosures:**

Proposed Ordinance

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

**Synopsis:** Ordinance to create consistency with no parking signage and no parking ordinance.

**Background Information:** Current NO PARKING signage on N. Gill between 4<sup>th</sup> and 5<sup>th</sup> is on the east side of the street while the Ordinance indicates that the west side of the street should be NO PARKING. After discussion at the last Council meeting and after reaching out to the School, it is recommended that the signage stay in place as it currently exists and that the Code be amended to prohibit parking on the west side of N. Gill Street.

At the second reading of the Ordinance the Council approved the draft with additional language to restrict parking between the north row line of 4<sup>th</sup> Street and 140' to the north. New language has been added to the Ordinance to cover this addition in the third draft, attached hereto.

**Staff Recommendation:** I recommend that the Council approve the third reading of the proposed Ordinance in title only. (Ordinance to take effect upon publication.)

ORDINANCE NO.

An Ordinance Amending Chapter 69, Parking Regulations, Monticello Code, by Amending Provisions Pertaining to “No Parking Zones”

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

Section 1: Chapter 69, Subsection 08 (69.08) NO PARKING ZONES, currently reads as follows:

**69.08 NO PARKING ZONES.** No one shall stop, stand or park a vehicle in any of the following specifically designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal:

1. North Gill Street on the east side from Fourth Street to Fifth Street.

(Note: Subsections 2 through 27 are not set out herein and same are not impacted by this Ordinance Amendment and will remain of full force and affect.)

Section 1: Chapter 69, Subsection 08 (69.08) NO PARKING ZONES, shall be amended to read as follows:

**69.08 NO PARKING ZONES.** No one shall stop, stand or park a vehicle in any of the following specifically designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal:

1. North Gill Street on the west side from Fourth Street to Fifth Street and North Gill Street on the East side from the north right-of-way of Fourth Street a distance of 140 feet to the north.

(Note: Subsections 2 through 27 are not set out herein and are not impacted by this Ordinance Amendment and will remain of full force and affect.)

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

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

1<sup>st</sup> reading passed by the Council on this \_\_\_ day of December, 2016.

2<sup>nd</sup> reading passed by the Council on this \_\_\_ day of January, 2017.

3<sup>rd</sup> reading passed by the Council on this \_\_\_ day of January, 2017.

\_\_\_\_\_  
Dena Himes, Mayor

**Attest:**

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

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_ was published in the Monticello Express on the \_\_\_ day of \_\_\_\_\_, 2017.

Signed and dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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



City Council Meeting  
Prep. Date: 01/13/17  
Preparer: Doug Herman



Agenda Item: Reports  
Agenda Date: 01/16/2017

**Communication Page**

**Agenda Items Description:** Misc. Reports

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

**Attachments & Enclosures:**

Clemen Letter  
P & Z Docs.

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

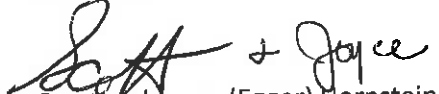
- **Hornstein Gift:** Donated \$2,500 for another table and umbrella at Pocket Park
- **Samantha Clemen letter Re: Pitbull Ordinance:** Wants pit bull ban lifted
- **Annexation / Severance Updates.** Kraus/Shover and Yousse property discussion. All moving forward, should have agreement with Yousse in place by next meeting with Kraus/Shover taking a bit more time due to required survey work.
- **Planning and Zoning / Board of Adjustment:** Next meeting will involve many public hearings related to requested changes in Zoning and a couple Variance Requests. See attached P & Z and BOA packet for further information.
- **Behrends Storm Water Project.** Setting up meeting in the next couple weeks to hopefully iron out details.
- **Park and Rec:** Interview Progress. Continuing to review superintendent applications, with an interview set for next Thursday.
- **Board Openings:** Tree Board (2)


January 4, 2017

Doug,

Enclosed is a check for \$2,600 for our contribution towards a Pocket Park table and umbrella. As we discussed, this gift is made to honor "The Hornstein Family". John and Janet Hornstein moved to Monticello in 1957, and over the next 50+ years called it home while raising their two boys, Steve and Scott. John, Jan and Steve passed away over the past four years. They are fondly remembered for their enjoyment of life, genuine interest in people and love of the outdoors! The Pocket Park project seems an appropriate manner to pay tribute to their lives.

Sincerely,

  
Scott and Joyce (Egger) Hornstein  
30501 Doe Circle  
Huxley, IA 50124

<b>SCOTT HORNSTEIN</b> 06-13		97-311/1240	1042
<b>JOYCE S. HORNSTEIN</b> 30501 DOE CIR. HUXLEY, IA 50124		DATE <u>1-2-2017</u>	
PAY TO THE ORDER OF	<u>City of Monticello/Pocket Park Fund</u>	<u>\$2600.</u> <sup>00</sup> / <sub>100</sub>	
	<u>Two thousand six hundred and <sup>no</sup>/<sub>100</sub></u>	DOLLARS	 Security Features Included. Details on Back.
<b>ally</b>			
MEMO	<u>Hornstein Family</u>	<u>Joyce Hornstein</u>	MP
⑆ 24003 1 16 ⑆		1032408 179 ⑆	1042

City Counsel,

Over the summer of 2016 my family and I bought a house in Monticello, we seem to like it very much so far, it is a nice quiet town with humble people. My boyfriend and I, like many new homeowners, were looking into getting a puppy for our two children. We were sad to find out the city of Monticello had an ordinance against the Pitbull breed. We both come from a city where there is no restriction on any breed so this had caught us both off guard. My question for you is, are we able to reconsider this "banning"? I grew up with Pitbull's and they are the most loving, happy dogs i have come across, it would be a shame to single out one breed of dog to an entire city. Instead of not allowing this breed entirely, I would like to propose an offer of allowing Pitbull's with a few exceptions of muzzling while in public, along with a short leash. I think this is a fair option, it will allow people to own a dog that they can love and be happy with, and also please society with the comfort of eliminating the chance of getting bit.

I appreciate your time and thoughts,

Samantha Clemen of 226 East Grand St.

# City of Monticello, Iowa

www.ci.monticello.ia.us

Posted: January 11, 2017 @ 12:00 P.M.

<b>Meeting:</b>	<b>Meeting of the Monticello Planning and Zoning Commission Meeting</b>
<b>Date/Time:</b>	January 12, 2017 @ 6:00 P.M.
<b>Place:</b>	Monticello Renaissance Center, 220 East First Street, Monticello, Iowa

<b>Commissioner:</b>	Nick Sauser	<b>Mayor:</b>	Dena Himes
<b>Commissioner:</b>	Gerald Muller	<b>City Administrator:</b>	Douglas Herman
<b>Commissioner:</b>	Robert "Bud" Johnson	<b>Deputy City Clerk:</b>	Cheryl Clark
<b>Commissioner:</b>	Diane Flannagan	<b>D. of Public Works:</b>	Brant LaGrange
<b>Commissioner:</b>	Alice Shimanek	<b>City Engineer:</b>	Patrick Schwickerath
<b>City Council Liaison:</b>	Brian Wolken		

- \* **Call to Order – 6:00 PM**
- \* Pledge of Allegiance
- \* Roll Call
- \* Agenda Addition/Agenda Approval
- \* Approval of Planning and Zoning Board Minutes: 11/17/2016

**Open Forum:** If you wish to address the Planning & Zoning Commission on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the Commission on an item **not** on the agenda, please be recognized by the chairman, approach the lectern, and give your name and address for the public record before discussing your item.

**Public Hearing:** None

**Agenda Item:**

1. **Motion** to recommend the approval of the Plat of Survey to Parcel 2016-19 (New Number coming).
2. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Mike Kraus property located at 410 E. Oak Street, from R-1 to C-1. *1/26/17 @ 6:00*
3. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Steve Intlekofer property located at the SE corner of the intersection of E. Washington and S. Cedar Streets, from C-1 to R-2. *1/26/17 @ 6:00*
4. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Steve Intlekofer property located at 322 W. 4<sup>th</sup> Street, from R-1 to R-2. *1/26/17 @ 6:00*
5. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Steve Intlekofer property located at 525 S. Maple Street, from R-1 to R-2. *1/26/17 @ 6:00*
6. **Motion** to schedule Public Hearing on proposed Re-Zoning of various properties within the City that do not appear to be zoned correctly.
7. **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.

**Attachments & Enclosures:**

- Planning and Zoning Minutes of 09/29/2016
- Plat of Survey to Parcel 2016-19
- Aerials related to four specific Re-Zoning Requests (One Kraus and Three Intlekofer.)
- Monticello Code of Ordinances applicable Code Sections

**Agenda Item:**

1. **Motion** to recommend the approval of the Plat of Survey to Parcel 2016-19 (New Number coming). This Plat of Survey is associated with the squaring off of a parcel of property located off of Birch Street in Monticello. Charlie Becker owned property behind the Birch Street homes and offered/agreed to transfer off parcels to them to enlarge/square off, or match presumed property lines, of their properties. This parcel, Becker property, will be transferred to Schwandt. (Totals .06 acres)
2. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Mike Kraus property located at 410 E. Oak Street, from R-1 to C-1. This is the “old” DOT building just east of the “old” Kum & Go property. The property was bought by Mike from the State. At that time it wasn’t zoned or was zoned R-1, unclear, however, its’ use is C-1 Commercial. Although the current building does not meet setbacks it would be permitted to remain as a pre-existing non-conforming structure. Mike has been advised of this issue through his realtor. (No matter what zoning it is the building will be too close to the west lot line and most likely the north lot line as well.)
3. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Steve Intlekofer property located at the SE corner of the intersection of E. Washington and S. Cedar Streets, from C-1 to R-2. Steve Intlekofer purchased this empty lot from Roger Stephen. He desires to have it zoned R-2 as opposed to C-1. His stated intent it to erect a duplex on the property. At one point, before buying the property, he enquired whether or not he could put two small houses on the lot and was told that it was unlikely that two would fit. A stick built duplex that meets parking requirements and setbacks would not be a bad fit for that lot. A commercial structure would have trouble meeting setbacks on the lot as after the application of the setbacks the building would not be very big. I would suggest that the P & Z consider conditioning the approval of the zoning change on a review and approval of the proposed structure, ensuring that it “fits” with the neighborhood. (Because Steve initially explored with me the possibility of locating two homes on this lot, both of which were to be moved there, I would not want to see two separate and distinct houses brought in to town with a stick built garage between them. I suspect that the P & Z and the Council would want the duplex structure to have a consistent look and not look like two different houses connected by a set of garages in the middle. To be clear, Steve has not suggested this plan, however, I think it wise to be clear up front of any expectations on this front.

4. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Steve Intlekofer property located at 322 W. 4<sup>th</sup> Street, from R-1 to R-2. The home on this lot is a single family residence, zoned R-1. Steve purchased the home in 2010 and at some point converted it without seeking a change in zoning to R-2, with an upstairs and a basement apartment. He has been advised that the property use as a duplex is in violation of the City Code and has, for that reason, requested that the zoning be changed to R-2. This house sits on a corner and has limited off-street parking. Duplexes are supposed to have two off-street parking spots per unit. Another unique feature of this “duplex” is that it only has one water meter, one electric meter, and one gas meter. A past tenant expressed significant disdain at City Hall when learning upon moving out of one of the “units” that she had been paying utilities for both “units” during her time in the duplex.
  
5. **Motion** to schedule Public Hearing on the proposed Re-Zoning of Steve Intlekofer property located at 525 S. Maple Street, from R-1 to R-2. This house is also located on a lot zoned R-1 and as I recall was brought into town and placed on this lot some years ago. When the house was remodeled by Steve he converted it into a duplex with an upstairs and a downstairs unit. While the City should have known that this was being used as a duplex sooner, as there are two water meters, it was not a topic of discussion at City Hall until relatively recently when this house/lot was a topic of discussion related to Steve’s desire to build a garage on the lot and there were some objections from the neighbors. This property may or may not have room for the off-street parking requirements and is a relatively small home in a neighborhood that does not include any duplexes in close proximity to this home. (South and east of the home are commercial uses and a four-plex is located a couple blocks away to the north.)
  
6. **Motion** to schedule Public Hearing on Re-Zoning of properties within the City that do not appear to be zoned correctly. The following, upon a review of the Zoning Map, do not appear to be zoned correctly. It is difficult to tell with certainty whether the map is wrong or if the properties are in fact zoned incorrectly by prior ordinance of the City. Because it would be very time consuming to review past City Ordinances, that may go back a significant number of years, I am proposing that we proceed with a process that would either result in a change or verification of the correct zoning. In some cases the map is undoubtedly wrong, in some cases showing property as “city owned” when it is not and in other cases merely in need of updating, to reflect new city owned property, like the Pocket Park and Disc Golf Course for example. If over the next few months we take care of these mapping issues by either correcting or confirming the correct zoning we can have a good map overlaid on the Jones County Beacon that we will be in a better position to manage going forward and will not need to utilize the City Engineer in the future to update. There are a lot of properties on my list as I spent a number of hours looking at the map. I think I caught most of the erroneous mapping/zoning but it is likely there will be a correction here and there as we move forward. I did not list map errors where I know the zoning has been changed, just not reflected on the map. Those can be fixed by the engineer without further action by this Board or the Council. Once the Public Hearing is set a letter will be sent to all property owners whose property is identified below with an explanation of the proposed zoning change. I don’t see objections to most if not all of these as the proposed zoning changes noted below will put the property into the zoning class that most property owners already believe they are in. (Note: C-1 is general commercial, must meet set-backs. C-2 is downtown commercial, can build to the property right-of-way line.) See next page (Addendum “A”) for list of properties:

# City of Monticello, Iowa

www.ci.monticello.ia.us

Posted: January 11, 2017 @ 12:00 P.M.

<b>Meeting:</b>	<b>Meeting of the Monticello Board of Adjustment</b>
<b>Date/Time:</b>	January 12, 2017 @ 6:00 P.M.
<b>Place:</b>	Monticello Renaissance Center, 220 East First Street, Monticello, Iowa

<b>Commissioner:</b>	Nick Sauser	<b>Mayor:</b>	Dena Himes
<b>Commissioner:</b>	Gerald Muller	<b>City Administrator:</b>	Douglas Herman
<b>Commissioner:</b>	Robert "Bud" Johnson	<b>Deputy City Clerk:</b>	Cheryl Clark
<b>Commissioner:</b>	Diane Flannagan	<b>D. of Public Works:</b>	Brant LaGrange
<b>Commissioner:</b>	Alice Shimanek	<b>City Engineer:</b>	Patrick Schwickerath
<b>City Council Liaison:</b>	Brian Wolken		

- \* **Call to Order – 6:00 PM (After Completion of Planning & Zoning Meeting)**
- \* Roll Call
- \* Agenda Addition/Agenda Approval

**Open Forum:** If you wish to address the Board of Adjustment on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the Commission on an item **not** on the agenda, please be recognized by the chairman, approach the lectern, and give your name and address for the public record before discussing your item.

**Public Hearing:** None

1. **Motion** to schedule Public Hearing on Variance Request submitted on behalf of Casey's.
2. **Motion** to schedule Public Hearing on Variance Request submitted by Randy Steiner.
3. **Discussion** of potential Variance Request of Dave Schoon.

**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.

**Agenda Date: 01/12/17**

***CITY OF MONTICELLO, IOWA***  
***Planning and Zoning Commission***

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**Prepared By:** City Administrator Doug Herman

**Attachments & Enclosures:**

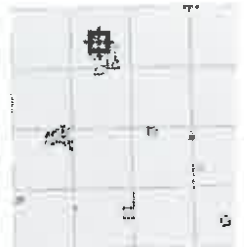
- Aerial of Casey's Variance Request
- Aerial related to Steiner Variance Request
- Aerial relate to Schoon "potential" Variance Request

1. **Motion** to schedule Public Hearing on Variance Request submitted on behalf of Casey's. Casey's wishes to put an addition on the back of their building, largely as I understand it, for purposes of a cooler. They may or may not currently meet setbacks and the addition clearly would not. They are in the process of completing their forms. (I would suggest that an agreeable hearing date be set in the 2<sup>nd</sup> half of February.)
2. **Motion** to schedule Public Hearing on Variance Request submitted by Randy Steiner. Randy Steiner is considering the purchase of property from Terry Covington located along/within former RR ROW north of 7<sup>th</sup> Street off of a long private drive. The building he proposes to build would not have street frontage and, therefore, he would need a variance to be permitted to build. He is also in the process of completing variance forms. (I would suggest that an agreeable hearing date be set in the 2<sup>nd</sup> half of February.)
3. **Discussion** of potential Variance Request of Dave Schoon. Dave Schoon wishes to separate a Schoon house and land from the old Schoon dealership property. He wishes to draw the new line in such a way that the old Schoon dealership building would not meet setbacks. His reasoning is that the old dealership building will likely be torn down at some point in the not too distant future and that the house lot should be a bit bigger and include an adjacent building. Before suggesting that he acquire a survey I thought it made sense to have a discussion on this proposal. One thought would be to recommend the approval of the survey, even though it created a setback violation, with the condition that there could not be a business put in the old car dealership building moving forward, that it could be maintained and used by the family for their purposes but not sold or leased for business purposes by another.





**Overview**



**Legend**

- Parcels
- Cartography
- Major Roads

<b>Parcel ID</b>	0221276017	<b>Alternate ID</b>	058000	<b>Owner Address</b>	COVINGTON, TERRY
<b>Sec/Twp/Rng</b>	21-86-03	<b>Class</b>	R		PO BOX 714
<b>Property Address</b>		<b>Acreage</b>	n/a		MONTICELLO IA 52310
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	COM INTER 7TH ST & RR N 473' TO BEG W 100' N 100' E 100' S BEG (Note: Not to be used on legal documents)				

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

Date created: 1/11/2017  
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**Overview**



**Legend**

-  Parcels
-  Cartography
-  Major Roads

<b>Parcel ID</b>	0227176007	<b>Alternate ID</b>	164900	<b>Owner Address</b>	CASEY'S MARKETING COMPANY
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	C		PO BOX 3001
<b>Property Address</b>	627 S MAIN ST	<b>Acreage</b>	n/a		ANKENY IA 50021
	MONTICELLO				
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	KURIGER ADD LOT 1, BLK 3, EXC E 200'				
	(Note: Not to be used on legal documents)				

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 **Developed by**  
 The Schneider Corporation

*Schoon*



**Overview**



**Legend**

- Parcels
- Cartography
- Major Roads

<b>Parcel ID</b>	0221351002	<b>Alternate ID</b>	130000	<b>Owner Address</b>	SCHOON, VERA F
<b>Sec/Twp/Rng</b>	21-86-03	<b>Class</b>	A		502 PINEHAVEN DR APT 116
<b>Property Address</b>	1008 W 1ST ST MONTICELLO	<b>Acreeage</b>	4.82		MONTICELLO IA 52310
<b>District</b>	MONAG				
<b>Brief Tax Description</b>	21-86-03 4.82A SW COR SW SW (Note: Not to be used on legal documents)				

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