

# City of Monticello, Iowa

www.ci.monticello.ia.us

Posted on January 11, 2018 at 5:00 p.m.

Monticello City Council Regular Meeting January 15, 2018 @ 6:00 p.m.

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

**Mayor:** Brian Wolken

**City Council:**

At Large: Dave Goedken

At Large: Vacant

Ward #1: Rob Paulson

Ward #2: Johnny Russ

Ward #3: Chris Lux

Ward #4: Tom Yeoman

**City Administrator:** Doug Herman

**Staff:**

City Clerk/Treas.: Sally Hinrichsen

Public Works Dir.: Brant LaGrange

City Engineer: Patrick Schwickerath

Police Chief: Britt Smith

Ambulance Dir.: Dawn Brus

**- 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, 2018

**Approval** of Payroll

January 04, 2017

**Approval** of Bill List

**Approval** of Treasurer's Report for December, 2017

**Approval** of Whiskey River Liquor License

**Approval** of appointment of Mayor Brian Wolken as City representative on JCED Board

**Motions:**

1. **Motion** to approve design and purchase of Baty Disc Golf Course and Willow Shelter Recognition Signage.
2. **Motion** to approve proposed St. Patrick's Day Street Dance in front of the Office Lounge on March, 17, 2018.
3. **Motion** to approve Special Budget Meeting for Monday January 29, 2018 at 6:00 p.m.

**Public Hearing:** None

**Resolutions:**

4. **Resolution** to approve investment in Jones County Extension Summer Discovery Camp.
5. **Resolution** designating the Monticello Express as the official publication newspaper for the City of Monticello.

6. **Resolution** to approve standard residential tax abatement related to property located at 515 Locust Court.
7. **Resolution** to approve standard residential tax abatement related to property located at 604 Locust Court.
8. **Resolution** to approve annual investment in Jones County Tourism.
9. **Resolution** to approve Agreement for Communication Services Agreement between Jones County Sheriff and City of Monticello for 2018/2019.
10. **Resolution** to approve Pay Request #4 from Schaus Vorhies related to the Monticello Airport Ten-T Hangar project.
11. **Resolution** to approve payment of 2<sup>nd</sup> year local match to Keep Iowa Beautiful Hometown Pride Program.
12. **Resolution** to approve of investment in 4<sup>th</sup> of July Fireworks.
13. **Resolution** to approve investment in Jones County Safe & Healthy Youth Coalition.

**Ordinances:** None

**Reports / Potential Action:**

- Recycling Update
- PW Department Staffing Update
- Budget Materials Handout
- Potential Legal Action

**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, 2018 - 6:00 P.M.  
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Johnny Russ and Chris Lux; Tom Yeoman joined the meeting electronically. Also present were City Clerk Sally Hinrichsen, Public Works Director Brant LaGrange, Police Chief Britt Smith and City Engineer Casey Zwolinski. Council member Rob Paulson was absent.

Goedken moved to approve the agenda removing resolution related to the Airport Ten-T Hangar and adding Freese Motors invoice in the amount of \$40,700 for the water/sewer van, Russ seconded, roll call unanimous.

Goedken moved to approve the consent agenda, Lux seconded, roll call unanimous.

Zwolinski reported seeding and remainder of bridge project will be completed in the spring. Goedken moved to approve Resolution #18-01 Approving Pay Request #5 in the amount of \$69,199.72 and Change Order #1 in the amount of \$3,300, submitted by Taylor Construction, Inc. Re: 2017 E 1<sup>st</sup> Street Bridge Replacement Project, seconded by Russ, roll call unanimous.

Goedken moved to approve Resolution #18-02 Approving Pay request #4 in the amount of \$1,947.50 and Change Order #2 in the amount of \$2,050.00, submitted by Eastern Iowa Excavating & Concrete Re: 2017 Main Street HMA Project, seconded by Russ, roll call unanimous.

Hinrichsen reviewed the changes made by City Administrator Doug Herman to the proposed ambulance education agreement and resolution to approve agreement regarding the EMT training, which was sent to Council and posted on City website. Smith stated Herman proposes that the MEMT cover the entire cost, less testing and certification fees the student would be required to pay, which is approximately \$235. City will reimburse the MEMT the City share of the costs once student's obligations are met. City will also assist the MEMT in the collection process, if needed. Lux reported the MEMT would like to be reimbursed the City's half after the student is certified and placed on the roster, instead of waiting two years. Goedken stated he was comfortable with paying MEMT after student is certified and placed on the roster. Lux stated the class is filling fast. Smith stated there are currently 7 employees, firefighters and/or wife of a firefighter from Monticello interested in attending the EMT class which starts on January 16<sup>th</sup>. Lux moved to approve Resolution #18-03 to approve proposed EMT training agreement and Cost Share, seconded by Goedken. The City will reimburse MEMT cost share once student completes certification and is on roster. Roll call unanimous.

Yeoman was leaving the meeting, so Russ moved to adjourn the Council meeting at 6:26 P.M.

LaGrange stated a Public Works employee is resigning and he was looking to replace them with a part time person at this time, until a full time staff is hired.

Regular Council Meeting-Official  
January 3, 2018

Hinrichsen stated the Council has 60 days to appoint someone to fill the vacancy on the Council or will need to hold a special election.

---

Brian Wolken, Mayor

---

Sally Hinrichsen, City Clerk

# PAYROLL - JANUARY 4, 2018

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>Dec. 18 - 31, 2017</b>				
Evan Barry	\$ 398.25	\$ -	0.00	0.00	\$ 329.72
Angela Batcheler	12.00	-	0.00	0.00	10.30
Chris Bell	78.88	-	0.00	0.00	67.68
Jeremy Beli	212.40	-	0.00	0.00	170.22
Brian Bronemann	136.80	-	0.00	0.00	117.37
Carter Bronemann	637.20	-	0.00	0.00	472.54
Dawn Brus	2,512.50	-	0.00	48.38	1,641.56
Stephen Fasnacht	81.12	-	0.00	0.00	69.59
Jacob Gravel	205.76	205.76	0.00	0.00	125.52
Ben Hein	12.00	-	0.00	0.00	10.30
Mary Intlekofer	1,822.80	-	24.00	24.00	970.20
Brandon Kent	2,408.70	65.10	0.00	0.00	1,522.71
Matt Kunkle	703.80	-	0.00	0.00	531.29
Lori Lynch	2,376.15	32.55	0.00	0.00	1,493.31
Dave McNeill	210.24	-	0.00	0.00	179.37
Christopher Moore	2,225.25	1,459.35	24.00	87.00	1,514.16
Shelly Searles	2,604.00	781.20	0.00	18.00	1,874.25
Brenda Surom	520.80	-	0.00	0.00	385.40
<b>TOTAL AMBULANCE</b>	<b>\$ 17,158.65</b>	<b>\$ 2,543.96</b>	<b>48.00</b>	<b>177.38</b>	<b>\$ 11,485.49</b>
<b>CEMETERY</b>	<b>Dec. 16 - 29, 2017</b>				
Dan McDonald	\$ 1,572.00	\$ -	0.00	0.00	\$ 1,098.89
<b>TOTAL CEMETERY</b>	<b>\$ 1,572.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,098.89</b>
<b>CITY HALL</b>	<b>Dec. 17 - 30, 2017</b>				
Cheryl Clark	\$ 1,660.00	\$ 60.00	0.00	0.13	\$ 1,059.22
Doug Herman	3,720.71	-	0.00	0.00	2,620.14
Sally Hinrichsen	2,368.18	-	0.00	0.00	1,618.20
Nanci Tuel	1,372.75	12.75	0.00	0.00	887.07
Amanda Wygle	35.00	-	0.00	0.00	25.86
<b>TOTAL CITY HALL</b>	<b>\$ 9,156.64</b>	<b>\$ 72.75</b>	<b>0.00</b>	<b>0.13</b>	<b>\$ 6,210.49</b>
<b>FIRE</b>					
Don McCarthy	\$ 125.00	\$ -	0.00	0.00	\$ 107.24
<b>TOTAL FIRE</b>	<b>\$ 125.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 107.24</b>
<b>LIBRARY</b>	<b>Dec. 18 - 31, 2017</b>				
Kyle Gassman	\$ 191.80	\$ -	0.00	0.00	\$ 165.72
Molli Hunter	228.00	-	0.00	0.00	194.98
Penny Schmit	1,040.41	-	0.00	0.00	773.90
Madonna Thoma-Kremer	872.00	-	0.00	0.00	525.58
Michelle Turnis	1,517.58	-	0.00	0.00	939.47
Amanda Wygle	22.50	-	0.00	0.00	16.63
<b>TOTAL LIBRARY</b>	<b>\$ 3,872.29</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,616.28</b>
<b>MBC</b>	<b>Dec. 18 - 31, 2017</b>				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,359.76
Casey Reyner	1,538.46	-	0.00	0.00	1,040.77
Amanda Wygle	22.50	-	0.00	0.00	16.63
<b>TOTAL MBC</b>	<b>\$ 3,407.11</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,417.16</b>

# PAYROLL - JANUARY 4, 2018

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE</b>	<b>Dec. 18 - 31, 2017</b>				
Dawn Graver	\$ 2,174.76	\$ -	0.00	0.00	\$ 1,471.37
Erik Honda	2,554.80	-	0.00	7.75	1,815.82
Jordan Koos	2,003.40	-	0.00	39.00	1,428.21
Britt Smith	2,443.56	-	0.00	0.00	1,742.98
Madonna Staner	1,414.40	-	0.00	0.00	1,049.27
Brian Tate	2,947.20	-	0.00	0.00	2,090.52
Robert Urbain	123.05	-	0.00	38.50	105.57
<b>TOTAL POLICE</b>	<b>\$ 13,661.17</b>	<b>\$ -</b>	<b>0.00</b>	<b>85.25</b>	<b>\$ 9,703.74</b>
<b>ROAD USE</b>	<b>Dec. 16 - 29, 2017</b>				
Billy Norton	\$ 1,734.11	\$ 162.11	0.00	0.00	\$ 1,107.24
Wayne Yousse	1,572.00	-	4.50	4.50	1,037.67
<b>TOTAL ROAD USE</b>	<b>\$ 3,306.11</b>	<b>\$ 162.11</b>	<b>4.50</b>	<b>4.50</b>	<b>\$ 2,144.91</b>
<b>SANITATION</b>	<b>Dec. 16 - 29, 2017</b>				
Michael Boyson	\$ 1,593.60	\$ 57.60	0.00	0.00	\$ 1,063.03
Nick Kahler	353.70	-	0.00	0.00	185.97
Chris Taylor	1,257.60	-	0.00	0.00	798.17
<b>TOTAL SANITATION</b>	<b>\$ 3,204.90</b>	<b>\$ 57.60</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,047.17</b>
<b>SEWER</b>	<b>Dec. 16 - 29, 2017</b>				
Tim Schultz	\$ 1,632.00	\$ -	3.00	6.00	\$ 1,106.74
Jim Tjaden	2,185.00	285.00	0.00	0.00	1,519.80
<b>TOTAL SEWER</b>	<b>\$ 3,817.00</b>	<b>\$ 285.00</b>	<b>3.00</b>	<b>6.00</b>	<b>\$ 2,626.54</b>
<b>WATER</b>	<b>Dec. 16 - 29, 2017</b>				
Brant LaGrange	\$ 2,020.38	\$ -	0.00	0.00	\$ 1,369.58
Jay Yanda	1,820.00	-	0.00	0.00	1,274.36
<b>TOTAL WATER</b>	<b>\$ 3,840.38</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,643.94</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 63,121.25</b>	<b>\$ 3,121.42</b>	<b>55.50</b>	<b>273.26</b>	<b>\$ 43,101.85</b>

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS				
-----				
	GENERAL			
	POLICE DEPARTMENT			
BLADE PEST CONTROL INC	PD PEST CONTROL	41.00		
CHIEF SUPPLY CORPORATION	PD SPIKE SYSTEMS	850.73		
DIGITAL ALLY, INC.	PD EQUIP REPAIR/MAINT	390.00		
ELECTRONIC ENGINEERING CO	2017 FORD SUV INSTALL	8,571.40		
FREESE MOTORS INC	PD VEHICLE OPERATING	235.35		
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	300.00		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	81.82		
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	514.04		
MEDIACOM	PD TELEPHONE	86.36		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	526.13		
U.S. CELLULAR	PD CELL PHONES	165.34		
UNIFORM DEN INC	PD SUPPLIES	23.75		
		<u>11,785.92</u>		
	POLICE DEPARTMENT			
	AQUATIC CENTER			
MEDIACOM	POOL TELEPHONE	42.94		
		<u>42.94</u>		
	AQUATIC CENTER			
		42.94		
	CEMETERY			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	36.52		
MONTICELLO MACHINE SHOP INC	CEM/RU EQUIP REPAIR/MAINT	60.55		
UNITY POINT CLINIC -	OSHA - MCDONALD/TJADEN	24.05		
WILLIAM WARREN, INC.	CEM BOOTS - MCDONALD	116.02		
		<u>237.14</u>		
	CEMETERY			
	SOLDIER'S MEMORIAL BOARD			
BRIAN KRAMER	SNOW REMOVAL	195.00		
MEDIACOM	SLDR MEM TELEPHONE	25.26		
		<u>130.26</u>		
	SOLDIER'S MEMORIAL BOARD			
		130.26		
	MAYOR AND CITY COUNCIL			
CHRISTINA LUX	COUNCIL MILEAGE	13.08		
		<u>13.08</u>		
	MAYOR AND CITY COUNCIL			
		13.08		
	ATTORNEY			
LEXISNEXIS	ATTORNEY RESEARCH	70.00		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	ATTORNEY	70.00		
	CITY HALL/GENERAL BLDGS			
BLADE PEST CONTROL INC	CH PEST CONTROL	68.00		
BOSS OFFICE SUPPLIES & SYS INC	CH OFFICE SUPPLIES	115.00		
DOUG HERMAN	CLOTHING ALLOWANCE	42.80		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	283.20		
INTL INST OF MUNICIPAL CLERKS	CH DUES - HINRICHSEN	160.00		
LINDA KAHLER	CLOTHING ALLOWANCE	2.13		
BRIAN KRAMER	SNOW REMOVAL	210.00		
KRAUS PLUMBING & HEATING INC	CH BLDG REPAIR/MAINT	63.55		
MEDIACOM	CH TELEPHONE	159.97		
MONTICELLO COMM SCHOOL DISTRICT	CH OFFICE SUPPLIES	286.00		
MONTICELLO EXPRESS INC	CH ADVERTISING	298.98		
	CITY HALL/GENERAL BLDGS	1,689.63		
	GENERAL	14,018.97		
	MONTICELLO BERNDES CENTER			
	PARKS			
BAKER PAPER CO INC	MBC BUILDING SUPPLIES	78.00		
BLADE PEST CONTROL INC	MBC PEST CONTROL	68.00		
FAREWAY STORES #840-1	MBC BUILDING SUPPLIES	8.98		
JOHN DEERE FINANCIAL	MBC BUILDING SUPPLIES	38.97		
MEDIACOM	MBC TELEPHONE	42.94		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	50.47		
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES	35.00		
MONTICELLO SPORTS	MBC LEAGUE SUPPLIES	1,280.00		
NEXT GENERATION PLBG & HTG LLC	MBC BLDG REPAIR/MAINT	200.75		
	PARKS	1,803.11		
	MONTICELLO BERNDES CENTER	1,803.11		
	FIRE			
	FIRE			
BRUCE A DUIT	FIRE BLDG REPAIR/MAINT	1,187.26		
LINDA KAHLER	FIRE MINOR EQUIPMENT	70.00		
MCALEER WATER CONDITIONING INC	FIRE SOFTENER SALT	20.55		
MEDIACOM	FIRE TELEPHONE	42.94		
RADIO COMMUNICATIONS CO INC	FIRE RADIO SUPPLIES	545.40		
SANDRY FIRE SUPPLY	FIRE MINOR EQUIPMENT	700.00		
SPAHN & ROSE LUMBER CO INC	FIRE BLDG REPAIR/MAINT	131.01		



**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	FIRE	2,697.16		
	FIRE	2,697.16		
	AMBULANCE			
	AMBULANCE			
BLADE PEST CONTROL INC	AMB PEST CONTROL	41.00		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	279.78		
MEDIACOM	AMB TELEPHONE	86.36		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	544.91		
U.S. CELLULAR	AMB CELL PHONES	68.08		
	AMBULANCE	1,020.13		
	AMBULANCE	1,020.13		
	HOTEL/MOTEL TAX			
	HOTEL/MOTEL			
B & J HAULING & EXCAVATION INC	ASBESTOS REMOVAL COST SHARE	6,000.00		
MONTICELLO CHAMBER OF COMMERCE	CHAMBER DUES	550.00		
	HOTEL/MOTEL	6,550.00		
	HOTEL/MOTEL TAX	6,550.00		
	LIBRARY			
	LIBRARY			
BAKER PAPER CO INC	LIB BUILDING SUPPLIES	34.04		
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.41		
BRIAN KRAMER	SNOW REMOVAL	105.00		
MEDIACOM	LIB TELEPHONE	117.87		
MICRO MARKETING LLC	LIB BOOKS	291.52		
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES	21.60		
MICHELLE TURNIS	LIB ADVERTISING	14.00		
	LIBRARY	596.44		
	LIBRARY	596.44		
	AIRPORT			
	AIRPORT			

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
JOHN DEERE FINANCIAL	AIRPORT BUILDING SUPPLIES	144.89		
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	35.00		
	AIRPORT	179.89		
	AIRPORT	179.89		
	ROAD USE			
	STREETS			
DONALD HUGHES	RU EQUIP REPAIR/MAINT	1,175.50		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	588.74		
M TOWN TIRE & AUTO	RU EQUIP REPAIR/MAINT	103.00		
DAVID B MCNEILL	RU EQUIP REPAIR/MAINT	4.50		
MEDIACOM	RU TELEPHONE	42.94		
MID-IOWA SOLID WASTE EQUIP CO	RU EQUIP REPAIR/MAINT	14,539.89		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	1,010.16		
MONTICELLO MACHINE SHOP INC	CEM/RU EQUIP REPAIR/MAINT	51.88		
UNITY POINT CLINIC -	OSHA - MCDONALD/TJADEN	12.95		
WILLIAM WARREN, INC.	RU BOOTS - MCDONALD	62.47		
	STREETS	17,592.03		
	SNOW REMOVAL			
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL	2,216.16		
	SNOW REMOVAL	2,216.16		
	ROAD USE	19,808.19		
	MARY MAXINE REDMOND TRUST			
	LIBRARY			
FAREWAY STORES #840-1	LIB REDMOND PROGRAMMING	31.06		
	LIBRARY	31.06		
	MARY MAXINE REDMOND TRUST	31.06		
	WATER			
	WATER			
BOSS OFFICE SUPPLIES & SYS INC	WATER SUPPLIES	5.00		
CASEY DEMMER	WATER OVERPAYMENT REFUND	49.08		
HAWKINS WATER TREATMENT	WATER SYSTEM	538.86		
DOUG HERMAN	CLOTHING ALLOWANCE	42.80		
HYGIENIC LABORATORY	WATER LAB TESTS	71.50		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
J & M RENTALS	OVERPAYMENT REFUND	37.68		
J&R SUPPLY INC	WATER SYSTEM/METERS	982.00		
LINDA KAHLER	CLOTHING ALLOWANCE	2.13		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	177.95		
MONTICELLO EXPRESS INC	WATER SUPPLIES	16.78		
MONTICELLO MACHINE SHOP INC	WATER SUPPLIES	73.78		
MUNICIPAL SUPPLY INC	WATER METERS	1,856.00		
MIKE SIMMONS	OVERPAYMENT REFUND-NORMAN DEAN	10.42		
WILLIAM WARREN, INC.	WATER BOOTS - LAGRANGE	85.00		
		=====		
	WATER	3,948.98		
		=====		
	WATER	3,948.98		
		=====		
	CUSTOMER DEPOSITS			
	WATER			
CITY OF MONTICELLO	WATER DEPOSIT REFUND - HALDER	50.00		
		=====		
	WATER	50.00		
		=====		
	CUSTOMER DEPOSITS	50.00		
	SEWER			
	SEWER			
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	17.43		
DOUG HERMAN	CLOTHING ALLOWANCE	42.80		
HYGIENIC LABORATORY	SEWER LAB TESTS	1,229.00		
LINDA KAHLER	CLOTHING ALLOWANCE	2.12		
KRAUS PLUMBING & HEATING INC	SEWER SYSTEM	47.60		
LAPORTE MOTOR SUPPLY	SEWER BLDG REPAIR/MAINT	33.70		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	177.95		
UNITY POINT CLINIC -	OSHA - MCDONALD/TJADEN	37.00		
WILLIAM WARREN, INC.	SEWER BOOTS - LAGRANGE	84.99		
		=====		
	SEWER	1,672.59		
		=====		
	SEWER	1,672.59		
		=====		
	SANITATION			
	SANITATION			
DOUG HERMAN	CLOTHING ALLOWANCE	42.80		
IOWA STATE PRISON INDUSTRIES	SANITATION BAGS	2,889.72		
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	7,120.00		
LINDA KAHLER	CLOTHING ALLOWANCE	2.12		
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	312.27		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	9,238.80		
	SANITATION	19,605.71		
	SANITATION	19,605.71		
	STORM WATER			
	STORM WATER FUND			
LYNCH DALLAS, P.C.	STORMWATER PRO FEES-6TH ST	66.00		
	STORM WATER FUND	66.00		
	STORM WATER	66.00		
**** SCHED	TOTAL ****	72,048.23		
*****	REPORT TOTAL *****	72,048.23		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	14,018.97		
005	MONTICELLO BERNDES CENTER	1,803.11		
015	FIRE	2,697.16		
016	AMBULANCE	1,020.13		
018	HOTEL/MOTEL TAX	6,550.00		
041	LIBRARY	596.44		
046	AIRPORT	179.89		
110	ROAD USE	19,808.19		
339	MARY MAXINE REDMOND TRUST	31.06		
600	WATER	3,948.98		
602	CUSTOMER DEPOSITS	50.00		
610	SEWER	1,672.59		
670	SANITATION	19,605.71		
740	STORM WATER	66.00		

City of Monticello - Monthly Summary - December 1st thru 31st, 2011

*1/19/18*  


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	Investments	Ending Fund Balance
<b>GENERAL FUNDS:</b>													
	General	594195.10	93440.72	1007.65		65282.09	28866.67	594494.71	610.00	472826.98	121058.73	4956.94	594494.71
	Soldiers Memorial Board	11533.75	250.00			376.50		11407.25		72219.88	7281.47		11407.25
	Monticello Bernades Center	85266.91	3463.50	55.50		9204.56		79581.35	100.00	5226.09			79581.35
	Dare	5222.86		3.23				5226.09		6534.49	9872.27		5226.09
	Insurance Fund	19331.39		15.66		2940.29		16406.76		36588.57			16406.76
	Monticello Trees Forever	36565.91		22.66				36588.57		54835.03	189833.57		36588.57
	Fire	247733.84	1476.74	224.30		4866.28		244568.60		30465.96	30183.56		244568.60
	Ambulance Operating	50759.20	27436.07	42.71	18666.67	36455.13		60649.52		15649.08			60649.52
	Hotel/Motel Tax Fund	9404.16	6437.15	5.83		198.06		15649.08		237.35			15649.08
	Earl F Lehmann Trust	237.26		0.09				237.35		750.00			237.35
	Street Bond	750.00						750.00		2816.27	5045.40		750.00
	Police Improvement	7641.00	14.00	6.67				7861.67		14241.47	27564.49		7861.67
	Library Improvement	35994.83	6156.26	32.58		377.73		41805.96	75.00	18720.82	11.79		41805.96
	Library	17752.79	1205.52	10.97	10000.00	10161.67		18807.61		1966.75	73840.77		18807.61
	Equipment Set-A-Side	75723.05		74.47				75797.52		4898.90	3035.15		75797.52
	Super Mac	9345.14		6.92		1417.01		7935.05		25974.59	35793.76		7935.05
	Airport	69394.10	776.24	56.36		8456.35		61768.35		676.54	35276.11		61768.35
	Revolving Loan Fund	35842.29	75.00	35.36				35952.65		137981.00	48000.00		35952.65
<b>SPECIAL REVENUE FUNDS:</b>													
	Road Use Tax	635708.56	38019.86			55747.45		617881.00		123576.01	286278.41		617881.00
	Employee Benefits	418493.30	19676.60	366.22		28681.70		409854.42		315748.53	232812.95		409854.42
	TIF Tax Collections	555121.44	57846.24	394.30		56742.00	8057.50	548561.48		703.92	203571.33		548561.48
	Slavka Getret Trust	204072.85		202.40				204275.25		821.66			204275.25
	Police Forfeiture Acct	1021.03		0.63		200.00		821.66		223527.81	11178.60		821.66
<b>DEBT SERVICE FUNDS:</b>													
	TIF - Debt Payments	235957.19	19894.77	150.45	12775.25	35071.25	8057.50	233708.41		2128.03	13858.36		233708.41
	Park Improvements	16971.46	733.90	14.93				15986.39		4692.52	45387.59		15986.39
	Ambulance Improvements	49298.73		47.48				50090.11		6595.18	6595.18		50090.11
	TIF Projects	6595.18						6595.18		1442.43	66788.21		6595.18
	Cemetery Improvements	67701.96	329.70	179.98				12168.00		-511010.70	12168.00		12168.00
	Cap Imp - FACC	12155.93		12.07				-511010.70		-7977.44	14349.96		-511010.70
	Capital Improvements	-314823.18	41551.97			237739.49		-7977.44		-7003.68	19479.40		-7977.44
	Youth Baseball & Softball	14335.73		14.23				14349.96		19311.22	168.18		14349.96
	MDC Funds	-7928.68	925.00					-7003.68		474.94	8317.63		-7003.68
	Baty Disc Golf Course	19468.52		10.88				19479.40		13.99			19479.40
	Mary Maxine Redmond Trust	8724.48		82.08				8792.57		11631.13			8792.57
	Pocket Park	11623.93		7.20				11631.13		2380.40	15880.40		11631.13
<b>PERMANENT FUNDS:</b>													
	Cemetery Perpetual Care	160311.10	869.70					161180.80		-88.86	84914.35		161180.80
	Charles S Bidwell Book Trust	84890.22		84.27		129.00		84845.49		-98.18	40754.61		84845.49
	Ioma Mary Baker Trust	40669.18		40.43		53.18		40656.43		81495.99	16752.67		40656.43
<b>ENTERPRISE FUNDS:</b>													
	Water Operating	240347.08	35306.40	211.46		20482.53	6358.75	249023.66		7143.14	81572.58		249023.66
	Customer Deposits	88600.70	610.00			495.00		88715.70		-219665.14	207.45		88715.70
	Water Capital Improvements	-219904.26	417.74	42.83				-219665.14		107501.39	26388.60		-219443.69
	Sewer Operating	158024.73	45452.97	107.80		63782.76	5932.75	133869.99		86773.80	709.68		133869.99
	Sewer Capital Improvements	86970.57	417.74	94.97				87483.28		5467.25	97388.86		87483.28
	Sanitation	98871.64	38208.12	97.59		34321.24		102856.11		14236.84	40889.11		102856.11
	Sanitation Capital Improvements	54241.63	835.46	48.86				55125.95		734.79			55125.95
	Storm Water fund	-821.57	2474.37			434.26	483.75	734.79		161.67			734.79
<b>AGENCY FUNDS</b>													
	Flex Spending	324.51	38.46			201.30		161.67		40.73			161.67
	Enterprise Flex Spending	553.22	115.38			627.87		40.73					40.73
<b>INTERNAL REVENUE FUND</b>													
	Self Funded Insurance	0.00	4223.58			4223.58		0.00					0.00
<b>TOTAL OF ALL FUNDS</b>													
		4031463.32	448678.21	3812.02	49699.42	686741.77	46999.42	3797241.79	785.00	1165646.42	2618165.76	5194.29	3797241.78

City of Monticello  
Bank Reconciliation Report  
For the Month of December 2017

Bank Balance		
General Checking	\$1,249,574.65	
Property Tax & Water	\$2,619,165.76	
Soldiers Memorial Ckg	\$5,149.44	
Earl F Lehmann Trust	<u>\$237.35</u>	
Total Bank Balance		<u>\$3,874,127.20</u>
Plus (Minus) Adjustment:		
Bank Charge/Error	<u>\$0.00</u>	
Total Adjustment		<u>\$0.00</u>
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	<u>\$68.93</u>	
Total Outstanding Credit Card Pymts		<u>\$68.93</u>
Less Outstanding Checks:		
Financial/Payroll	\$83,997.16	
Soldiers Memorial	\$192.50	
Total Outstanding Checks		<u>\$84,189.66</u>
Plus Investments:		
Time Certificates	\$6,450.31	
Petty Cash	<u>\$785.00</u>	
Total Investments		<u>\$7,235.31</u>
Treasurer's Balance		<u><u>\$3,797,241.78</u></u>

Prepared By: Sally Hinrichsen 1/10/18  
Sally Hinrichsen, City Clerk

Reviewed by: Doug Herman 1/10/18  
Doug Herman, City Administrator

**TREASURER'S REPORT**  
**CALENDAR 12/2017, FISCAL 6/2018**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	594,195.10	94,448.37	94,148.76	.00	594,494.71
003 SOLDIER MEMORIAL FUND	11,533.75	250.00	376.50	.00	11,407.25
005 MONTICELLO BERNDES CENT	85,266.91	3,519.00	9,204.56	.00	79,581.35
008 DARE	5,222.86	3.23	.00	.00	5,226.09
010 INSURANCE	19,331.39	15.66	2,940.29	.00	16,406.76
014 MONTICELLO TREES FOREVE	36,565.91	22.66	.00	.00	36,588.57
015 FIRE	247,733.84	1,701.04	4,866.28	.00	244,568.60
016 AMBULANCE	50,759.20	46,345.45	36,455.13	.00	60,649.52
018 HOTEL/MOTEL TAX	9,404.16	6,442.98	198.06	.00	15,649.08
022 EARL F LEHMANN TRUST	237.26	.09	.00	.00	237.35
023 TRUST FUND/STREET BOND	750.00	.00	.00	.00	750.00
026 POLICE IMPROVEMENT	7,841.00	20.67	.00	.00	7,861.67
030 LIBRARY IMPROVEMENT	35,994.83	6,188.86	377.73	.00	41,805.96
041 LIBRARY	17,752.79	11,216.49	10,161.67	.00	18,807.61
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	75,723.05	74.47	.00	.00	75,797.52
045 SUPER MAC FUND	9,345.14	6.92	1,417.01	.00	7,935.05
046 AIRPORT	69,394.10	832.60	8,458.35	.00	61,768.35
050 REVOLVING LOAN FUND	35,842.29	110.36	.00	.00	35,952.65
110 ROAD USE	635,708.56	38,019.89	55,747.45	.00	617,981.00
112 EMPLOYEE BENEFITS	418,493.30	20,042.82	28,681.70	.00	409,854.42
125 TIF -SPECIAL REVENUE	555,121.44	58,239.54	64,799.50	.00	548,561.48
178 TRUST/SLAVKA GEHRET FUN	204,072.85	202.40	.00	.00	204,275.25
180 POLICE FORFEITURE	1,021.03	.63	200.00	.00	821.66
200 DEBT SERVICE	235,957.19	32,820.47	35,071.25	.00	233,706.41
225 TIF - DEBT	.00	8,057.50	8,057.50	.00	.00
300 REVOLVING LOAN FUND	.00	.00	.00	.00	.00
313 PARK IMPROVEMENT	15,971.46	14.93	.00	.00	15,986.39
316 LIB CAPITAL IMPROVEMENT	.00	.00	.00	.00	.00
319 AMBULANCE IMPROVEMENT	49,298.73	781.38	.00	.00	50,080.11
325 TIF PROJECT	6,595.18	.00	.00	.00	6,595.18
326 TRUST/CEMETERY IMPROVEM	67,701.96	509.68	.00	.00	68,211.64
328 FAMILY AQUATIC CENTER C	12,155.93	12.07	.00	.00	12,168.00
332 CAPITAL IMPROVEMENT	314,823.18-	41,551.97	237,739.49	.00	511,010.70-
333 MYSBA CAPITAL FUND	7,977.44-	.00	.00	.00	7,977.44-
336 LOW INCOME HOUSING FUND	14,335.73	14.23	.00	.00	14,349.96
337 MDC FUNDS	7,928.68-	925.00	.00	.00	7,003.68-
338 BATY DISC GOLF COURSE	19,468.52	10.88	.00	.00	19,479.40
339 MARY MAXINE REDMOND TRU	8,724.48	82.08	13.99	.00	8,792.57
375 POCKET PARK	11,623.93	7.20	.00	.00	11,631.13
500 TRUST/CEMETERY PERPETUA	160,311.10	869.70	.00	.00	161,180.80
502 C.C. BIDWELL LIBRARY BO	84,890.22	84.27	129.00	.00	84,845.49
503 TRUST/IOMA MARY BAKER	40,669.18	40.43	53.18	.00	40,656.43
600 WATER	240,347.08	35,517.86	26,841.28	.00	249,023.66
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	88,600.70	610.00	495.00	.00	88,715.70
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00
604 WATER CAPITAL IMPROVEME	219,904.26-	460.57	.00	.00	219,443.69-
610 SEWER	158,024.73	45,560.77	69,715.51	.00	133,869.99
611 SEWER RESERVE	.00	.00	.00	.00	.00
612 SEWER SINKING	.00	.00	.00	.00	.00
613 SEWER CAPITAL IMPROVEME	86,970.57	512.71	.00	.00	87,483.28
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00



**TREASURER'S REPORT**  
**CALENDAR 12/2017, FISCAL 6/2018**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
670 SANITATION	98,871.64	38,305.71	34,321.24	.00	102,856.11
671 SANITATION CAPITAL IMPR	54,241.63	884.32	.00	.00	55,125.95
740 STORM WATER	821.57-	2,474.37	918.01	.00	734.79
820 INTERNAL REV SELF FUNDE	.00	4,223.58	4,223.58	.00	.00
950 FLEX SPENDING FUND	324.51	38.46	201.30	.00	161.67
951 ENTERPRISE FLEX SPENDIN	553.22	115.38	627.87	.00	40.73
Report Total	4,031,493.32	502,189.65	736,441.19	.00	3,797,241.78

City Council Meeting  
Prep. Date: 12/14/17  
Preparer: Doug Herman



Agenda Item: # 1  
Agenda Date: 12/04/17

**Communication Page**

**Agenda Items Description:** Motion to approve design and purchase of Baty Disc Golf Course and Willow Shelter Recognition Signage.

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

**Attachments & Enclosures:**

Signage Representation  
E-mail from Weber Stone

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	Baty DGC
Expenditure:	\$4,500 +/-
Revenue:	

**Synopsis:** Sign to recognize the land and monetary donations to support the Baty DGC.

**Background Information:** The Welter Family and the Greif family donated most of the land on which the Baty DGC rests in addition to the John and Jane Baty donation of \$10,000 to get the course started and the donation of \$100,000 to the Jones County Foundation to support the DGC going forward.

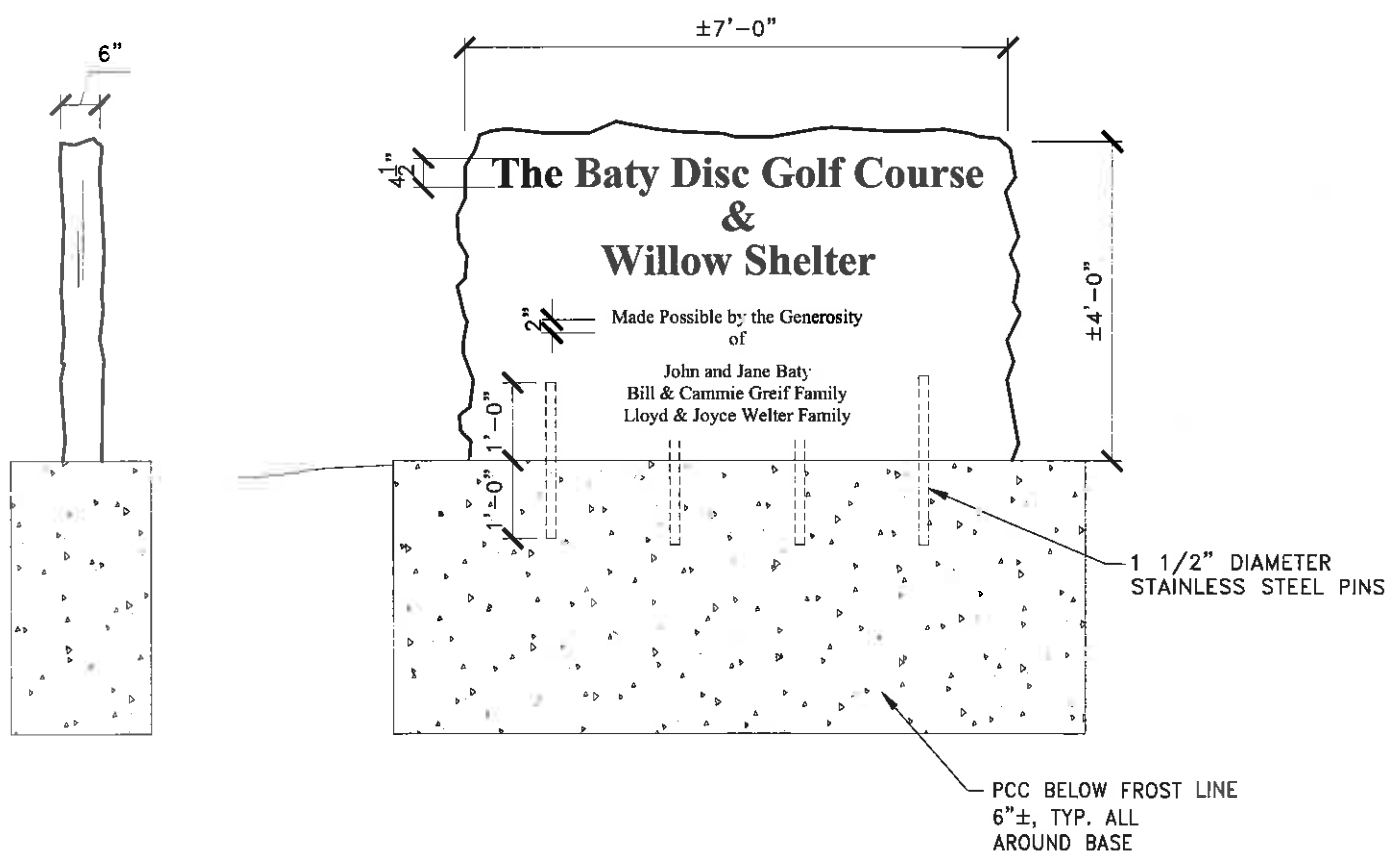
The proposed recognition sign has been shown to Greif, Welter, and Baty families and they all approve of the design. The current thought is to place the sign in the "flower bed" area between the concrete parking lot and the shelter but that is not set in stone.

The estimated cost of \$4,500 includes delivery and mounting. The PW Dpt. would pour the necessary concrete base and we may utilize a independent contractor for some assistance/ advice in mounting the signage.

The Baty DGC fund has money available for this purpose.

**Recommendation:** I recommend that the Council approve of a motion to authorize the purchase of the sign as proposed with the Park Board being given discretion on final placement.

01/15/18



## Doug Herman

---

**From:** Chad Foley <chad@weberstone.com>  
**Sent:** Wednesday, October 18, 2017 11:41 AM  
**To:** Doug Herman  
**Subject:** RE: Monticello Pocket Park Signage Engraving  
**Attachments:** Baty-Willow Shelter Sign2.pdf

Doug,

Let me know what you think of this option.

I reduced the sign down to 7' x 4' x 6" and reduced the large text from 5 ¼" down to 4 ½"

This sign would be **\$3,429.00 + tax & delivery**. It includes the sign, drill holes, stainless steel pins, & engraving on 1 side.

Thanks,

**Chad Foley | Weber Stone Co.**

Office: 319-462-3581  
Fax: 319-462-4024  
Mail: 12791 Stone City Rd  
Anamosa, IA 52205  
Email: [chad@weberstone.com](mailto:chad@weberstone.com)  
Web: [www.weberstone.com](http://www.weberstone.com)

---

**From:** Doug Herman [mailto:dherman@ci.monticello.ia.us]  
**Sent:** Tuesday, October 10, 2017 10:11 AM  
**To:** Chad Foley  
**Subject:** RE: Monticello Pocket Park Signage Engraving

Chad:

I need to get back to the Willow Park Recognition signage. I know you sent me a proposal, around \$7,000 as I recall, but cannot find it. I need to move forward but cannot spend that much. Maybe a smaller stone, different design altogether, etc. I need to keep the sign and install in the \$5,000 total cost area which probably gives me closer to \$3,500 to work with on the stone.

Please see if you can find what you sent me and we can go from there.

Thanks

***Douglas D. Herman***

City Administrator  
City of Monticello  
200 E. 1<sup>st</sup> Street  
Monticello, IA 52310  
Phone: 319.465.3577  
[dherman@ci.monticello.ia.us](mailto:dherman@ci.monticello.ia.us)

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: # 7  
Agenda Date: 01/15/18

*Communication Page*

**Agenda Items Description:** Motion to approve proposed St. Patrick's Day Street Dance in front of the Office Lounge on March, 17, 2018

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

**Attachments & Enclosures:**

Letter from Police Chief

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Office Lounge owner requests permission to hold a street dance on St. Patrick's Day in front of her business on W. 1<sup>st</sup> Street.

**Background Information:** The details of Joan's request are set out in Britt's letter attached hereto.

Basics are:

1. Street dance on Sunday March 17<sup>th</sup> between Cedar and Farley from noon to 6:00 p.m.
2. Fenced off with appropriate insurance and licensure
3. Wrist bands and ID checkers
4. Canned beer only
5. Food to be sold (beef and cabbage)
6. Classic Rock band outside.

**Recommendation:** I recommend that the Council consider the request and if deemed appropriate that the request be approved contingent upon Joan meeting all conditions recommended by the Chief and all appropriate licensure and insurance requirements.



201 E. South Street  
Monticello, IA 52310  
(319) 465-3526  
Fax (319) 465-4681

*From the Office of:*

*Chief of Police*

*Britt D. Smith*

Joan Kraus (319-480-3399), owner of the Office Lounge at 105 West First Street, has requested permission to hold a St. Patrick's Day street dance in front of her business on Saturday March 17<sup>th</sup>, 2018 from 12:00-6:00pm. Joan would like to block off west First Street at the intersection of Cedar Street to Farley Street. Joan would plan to have live music from a local classic rock band, and serve alcohol from her business and allow them to consume in the street. I advised that I would recommend a fixed boundry, at her expense, wrist bands, and ID checkers at the entrance of the area. She would serve only in cans, with no glass being permitted. Joan will inquire about the amendment to her liquor license for outside sales, and insurance coverage requirements with her Dram Shop Insurance if approved to proceed by the City Council. Joan also intends to serve food, the classic corn beef and cabbage, which has been tentatively discussed with Darrell Reyner.

I informed Joan of the next City Council meeting scheduled for January 15<sup>th</sup>, and advised that I would request this item be placed on the agenda. Joan plans to be in attendance for questions.

Britt

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: # 3  
Agenda Date: 01/15/18

**Communication Page**

**Agenda Items Description:** Motion to approve Special Budget Meeting for Monday January 29, 2018 at 6:00 p.m.

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** Budget workshop on 5<sup>th</sup> Monday in January.

**Background Information:** You will all be given a budget packet at the meeting of January 15<sup>th</sup>. The budget worksheets are largely complete and the goal of the meeting on the 15<sup>th</sup> will be to review the highlights and any specific areas or topics desired by the Mayor or Council. Depending upon the progress of the meeting I would hope to be in a position to finalize the proposed budget and tax rate at the meeting of February 5<sup>th</sup> and schedule a public hearing on the 5<sup>th</sup> for the first meeting in March. If we can follow that schedule we will not need a special meeting at which to approve the budget. (The tricky part is that the Public Hearing notice must be published at least 10 days before the hearing, not 4 days like most notices.)

If, however, we are not in a position to schedule the public hearing until February 19<sup>th</sup> we will still be fine from the standpoint of getting the budget certified in time, however, we will need to schedule a special meeting date for the certification.

**Recommendation:** I recommend that the Council approve a Special Budget Meeting workshop for January 29, 2018 at 6:00 p.m. (I would shoot for a 8:00 p.m. completion time depending upon Council input.)

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: 4  
Agenda Date: 01/15/18

*Communication Page*

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

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

**Attachments & Enclosures:**

Proposed Resolution
Letter of Request

**Fiscal Impact:**

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	\$500.00
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 six 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.



# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #18-\_\_

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' 2019 budget.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 5<sup>th</sup> day of January 2018, 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 15<sup>th</sup> day of January 2018.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

1/15/18

# 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 20, 2017

Monticello City Council  
200 E. 1<sup>st</sup> St.  
Monticello, Iowa 52310

Dear Council Members,

Jones County Extension is proud to be able to offer opportunities for Jones County youth that spark curiosity and engage critical thinking. 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. Morning session will be Kindergarten – 2<sup>nd</sup> grade, afternoon session will be for grades 3-5. Summer Discovery Camp 2018 will have the theme “Making STEM Connections: Planning, Designing, and Building”. Makers dream big, take risks, explore options, imagine new possibilities, show courage, express creativity and embrace challenge! Our goal this summer will be to start that “spark” for the future with our youth of Jones County. Campers will explore hands on challenges using state of the art technology and tools, engage in physical activity to promote healthy lifestyles, and create snacks to feed their mind and bodies.

Iowa State University Extension has offered Summer Discovery Camps in Jones County since 2006. There were 127 youth from Jones County that attended the Summer Discovery Camp in 2017. The Monticello camp had 42 children attend last summer. Our goal is to increase camp participation by 10% in each location through marketing and public awareness campaigns. Jones County Extension office was awarded an Americorp partnership to hire educational focused staff to lead our Summer Discovery program for 2018. Jones County Extension will provide additional staff support to ensure students engage in a high quality learning environment.

Jones County Extension is committed to providing STEM opportunities to our youth at a reasonable price. Summer Discovery camps registration will continue to be \$30 per youth. Registration fees contributes to the cost of the camp supplies, snacks, staff, and mileage.

Salary cost: 4 summer staff = \$5000  
Supply cost: = \$ 425.00  
\$ 5425.00

Total /per participant (103) = \$52.67

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. We will be offering Monticello Summer Discovery session June 11-15 2018, 9-11:30 AM & 1-3:30 PM. Summer Discovery camps are offered during the month of June in various locations throughout Jones County.

Sincerely,  
*Jacki Luckstead*

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: # 5  
Agenda Date: 01/15/18

**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 2018.

# **The City of Monticello, Iowa**

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

## **RESOLUTION # 18-**

### **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 2018 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 15<sup>th</sup> day of January, 2018.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: 6  
Agenda Date: 01/15/2018

*Communication Page*

**Agenda Items Description:** Resolution to approve Tax Abatement related to property located at 515 Locust Court

**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 Larry W. Culver, Ann I. Culver, and Annette I. Smith, owners of home located at 515 Locust Court, 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 Larry W Culver, Ann L Culver and Annette L Smith Tax  
Abatement Application related to Residential Improvements  
constructed at 515 Locust Court, 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,** Annette L Smith has completed and filed an Application for Tax Abatement related to their home, a Residentially zoned property, located at 515 Locust Court, 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 Annette L Smith as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of January 4, 2018 and being signed by Annette L Smith 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 15th day of January, 2018.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 01/04/18

Prior Approval for Intended Improvements

Approval of Improvements Completed

Address of Property: 515 Locust Court

Legal Description: See attached

Title Holder or Contract Buyer Larry W Culver Ann L Culver Annette L Smith

Address of Owner (if different than above):

Phone Number (to be reached during the day): 319-480-0861

Existing Property Use: [X] Residential [ ] Commercial [ ] Industrial [ ] Vacant

Proposed Property Use: [X] Residential [ ] Commercial [ ] Industrial

Nature of Improvements: [X] New Construction [ ] Addition [ ] General Improvements

Specify New Condo Construction

Estimated or Actual Date of Completion: 12/28/17

Estimated or Actual Cost of Improvements: 267,400

Tax Exemption Schedule is attached.

Signed: Annette L Smith

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: 7  
Agenda Date: 01/15/2018

**Communication Page**

**Agenda Items Description:** Resolution to approve Tax Abatement related to property located at 604 Locust Court

**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 Jeanette Freese, owner of home located at 604 Locust Court, 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 Jeanette Freese Tax Abatement Application related to Residential Improvements constructed at 604 Locust Court, 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,** Jeanette Freese has completed and filed an Application for Tax Abatement related to their home, a Residentially zoned property, located at 604 Locust Court, 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 Jeanette Freese as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of December 29, 2017 and being signed by Jeanette Freese 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 15th day of January, 2018.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE  
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 12-29-17

       Prior Approval for  
Intended Improvements

Approval of Improvements  
Completed

Address of Property: 604 Locust Ct, Monticello, IA 52310

Legal Description: Unit 14, First Estates Condominiums  
Parcel 2017-90

Title Holder or Contract Buyer Jeanette Freese

Address of Owner (if different than above): 319-560-6732 or 319-465-1940

Phone Number (to be reached during the day): ↗

Existing Property Use:  Residential  Commercial  Industrial  Vacant

Proposed Property Use:  Residential  Commercial  Industrial

Nature of Improvements:  New Construction  Addition  General Improvements

Specify New housing unit

Estimated or Actual Date of Completion: 12

Estimated or Actual Cost of Improvements: \$ 205,700.00

Tax Exemption Schedule is attached.

Signed: Jeanette Freese

City Council Meeting  
Prep. Date: 1/11/18  
Preparer: Doug Herman



Agenda Item: 8  
Agenda Date: 1/15/18

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

**Agenda Items Description:** Resolution to approve FY '19 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:	Hotel/Motel Tax
Expenditure:	\$1,139.00
Revenue:	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 Hotel/Motel Tax fund this year and moving forward, having been paid from the General Fund in the past.

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

# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #18-\_\_

Approving funding/investment in Jones County Tourism  
in the amount of \$1,139.00 for FY 2019

**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 2019, 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 15<sup>th</sup> day of January 2018, that the City of Monticello shall budget for and invest in Jones County Tourism in the amount of \$ 1,139.00 for fiscal year 2019.

**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 15<sup>th</sup> day of January, 2018.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk



December 29, 2017

Brian Wolken, 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, 2018-June 30, 2019

For Fiscal Year July 1, 2018-June 30, 2019, 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 2018 is enclosed. Additional support materials enclosed are the association's 2017 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 \$21.36. 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,

*Bob Hatcher*

cc: Kim Brooks -- Jones County Tourism Board President

(2017 annual report attached)

**Doug Herman**

---

**From:** Bob Hatcher <director@traveljonescounty.com>  
**Sent:** Friday, January 05, 2018 11:28 AM  
**To:** Bob Hatcher  
**Subject:** invitation to 2018 annual mtg 2



# You are invited!

**Jones County Tourism Association  
Invites you to our Annual Meeting!  
Tuesday, January 23,**

**2018**

**5:30 pm at the  
Motorcycle Museum in Anamosa**

## **Why Attend?**

- **Help elect Board Members**
- **Be In The Know!**
  - **Be the first to know about the success of tourism in Jones County.**
  - **Find out what the future holds for tourism in Jones County.**
  - **What makes Jones County a favorite destination for travelers?**
- **Guided tour of the Motorcycle Museum – Compliments of Motorcycle Museum**
- **Door Prizes:**
  - Five \$ 20.00 gift certificates to local restaurants**  
**(Donated by Ned & Cindy Rohwedder)**

**One night stay or one pool party at the AmericInn  
(Donated by AmericInn of Anamosa)**

**“Enjoy many different Desserts with coffee & hot apple cider”**

**Please RSVP to 462-4101 or [director@traveljonescounty.com](mailto:director@traveljonescounty.com)**

City Council Meeting  
Prep. Date: 01/11/2018  
Preparer: Doug Herman



Agenda Item: # 9  
Agenda Date: 01/15/2018

**Communication Page**

**Agenda Items Description:** Resolution to approve Agreement for Communication Services with the Jones County Sheriff's Dpt.

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

**Attachments & Enclosures:**

Proposed Resolution

Proposed Agreement

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Agreement with Sheriff to handle dispatch services for City of Monticello.

**Background Information:** The Sheriff's Dpt. has handled dispatch services for the City for a number of years. The current fee requested for FY '19 totals \$21,198, representing an increase of approximately 5% over the FY '18 investment. Additional history is as follows:

	FY '18	FY '17	FY '16	FY '15
Annual Fees	\$20,188.61	\$19,600.59	\$19,076.00	\$18,551.41

Until we convince the County that our taxpayers already pay for this service with their tax dollars we have little choice to work with them and to pay the requested rate which is nonetheless significantly less than it would be for us to run our own dispatch center.

**Staff Recommendation:** I recommend that the Council consider approval of the Resolution to approve Agreement for Communication Services with Jones County Sheriff's Dpt.



# The City of Monticello, Iowa

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

## ***RESOLUTION 18-\_\_***

### **Approving Agreement for Communication Services Between Jones County, Jones County Sheriff, and City of Monticello**

- WHEREAS,*** The City of Monticello, Iowa is an incorporated City within Jones County, Iowa, and
- WHEREAS,*** The Monticello City Council has previously entered into agreements with Jones County and the Jones County Sheriff Department to provide communication services to the City, and
- WHEREAS,*** The Agreement with the above entities is subject to renewal annually, with the agreement for FY '19 being presented for approval at the rate of \$21,198, a 5.0% increase over last year, and
- WHEREAS,*** The City Council finds that said agreement should be approved.

**NOW THEREFORE, BE IT RESOLVED** that this City Council of Monticello, Iowa does hereby approve the agreement for Communication Services previously mentioned herein, and does hereby authorize the Mayor to execute the same on behalf of the City Council.

**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 15<sup>th</sup> day of January, 2018.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

**AGREEMENT FOR COMMUNICATION SERVICES  
BETWEEN THE JONES COUNTY SHERIFF AND THE  
CITY OF MONTICELLO, IOWA**

**2018-2019**

Prepared by Sheriff Greg A Graver  
500 West Main Street  
Po Box 167  
Anamosa, Iowa 52205  
319-462-4371

This agreement is entered into this \_\_\_ day of \_\_\_, 2018, by and between Jones County, hereinafter referred to as the County: The County Sheriff, hereinafter referred to as the Sheriff: and the City of MONTICELLO hereinafter referred to as the City.

**I**

**STATEMENT OF AGREEMENT.** The County and its Sheriff agree to provide communication services to the City and the City agrees to engage the County, through its Sheriff, to provide such services in accordance with and subject to the terms of this agreement.

**II**

**LEGAL BASIS.** This agreement is authorized by the provisions of Chapter 28E of the Code of Iowa.

### III

**COMMUNICATION SERVICES DEFINED.** General Communication Services consist of 24-hour communication (365 days per year) for all E911 and dispatch calls and technical service to be provided for the City, City Police, Fire and Ambulance Departments and the City Residents.

### IV

**DELIVERY OF SERVICES.** Delivery of services shall be provided as follows:

1. **SERVICE AREA:** The Sheriff shall provide general communication services within the corporate limits of the City.
2. **ENFORCEMENT RESPONSIBILITIES:** The Sheriff shall provide communication services for the City. The Sheriff shall not be required to assume any other communication services or function not consistent with those customarily performed by the Sheriff and under the Charter of the County and Statutes of the State.
3. **DELIVERY OF SERVICE:** The Sheriff shall deliver 24-hour service of communication services. This agreement shall commence July 1, 2018 and shall terminate on June 30, 2019.
4. **SERVICE MANAGEMENT:** The planning, organization, scheduling, directions and supervision of the Sheriff's personnel and all other matters incident to the delivery of general communication services to the City shall be determined by the Sheriff. The Sheriff shall retain exclusive authority over the activities of the personnel working in the Dispatch Center.
5. **RESPONSIVENESS:** The Sheriff shall give prompt consideration to all requests of the City regarding the delivery of general communication services. The Sheriff shall make every effort to comply with these requests if they are consistent with good communication service practices.

### V

**RESOURCES.** Resources shall be provided as follows:

1. **COUNTY RESPONSIBILITY:** Unless specifically agreed to in another part of this agreement, the County shall furnish all labor, equipment, facilities and supplies required to provide communication services to the City.
2. **INDIVIDUAL OWNERSHIP OF PROPERTY:** The County and City shall retain title to the property each may require to fulfill its obligation under this agreement and, upon termination of this agreement, each party may dispose of its property as it sees fit.

## VI

**LIABILITY.** Liability shall be assumed as follows:

1. **COUNTY:** The County shall assume liability for, defend against, indemnify and hold harmless the City from all costs or damages for injury to persons or property caused by the County in providing or failing to provide general communication services to the City, including attorney fees for defense against such claims.
2. **CITY:** The City shall assume liability for, defend against, indemnify and hold harmless the County from all costs and damages for injury to persons or property caused by the City, including attorney fees for defense against such claims.

## VII

**PERSONNEL.**

1. **EMPLOYEE STATUS:** All persons employed by the Sheriff and providing general communication services to the City shall be County Employees and shall not have any benefit, status or right of City employment.
2. **PAYMENT:** The City shall not be liable for direct payments of salaries, wages or other compensation to County Employees providing general communication services to the City.
3. **INDEMNITY:** The City shall not be liable for, or indemnity to any County Employee for injury or sickness arising out of his/her employment providing general communication services to the City.

## VIII

**FEES.** Fees and payments shall be as follows:

1. The total sum the City shall pay the County is **\$21,198** for the period of July 1, 2018 through June 30, 2019 for general communication services delivered during the term of this agreement.
2. **BILLING:** The County shall receive from the City **\$21,198** per year for Dispatch services. This payment shall be made by check payable to the Jones County Sheriff, and be delivered to the Sheriff's Office in Anamosa, Iowa 52205. Payments may be made during the term of this agreement as long as the entire balance is paid by May 15, 2019.
3. **DELINQUENCY:** If the City does not make full payment by the date due, the County may terminate this agreement and the City shall be liable for general communication services rendered to the time of termination.

IX

TERM. This agreement shall take effect on July 1, 2018 and shall continue through June 30, 2019. This agreement shall automatically renew on an annual basis unless either the Sheriff, the County or the City provide written notice of termination to all other parties at least sixty days prior to termination of this agreement. This agreement can also be terminated at any time by mutual consent of all parties.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018

By: \_\_\_\_\_, Chairperson, Board of Supervisors, Jones County

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018

By: \_\_\_\_\_, Mayor, City of Monticello

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018

By: \_\_\_\_\_, Sheriff, Jones County

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: # 10  
Agenda Date: 01/15/18

**Communication Page**

**Agenda Items Description:** Resolution to approve Pay Request #4 from Schaus-Vorhies related to the Monticello Airport Ten-T Hangar project in the amount of \$190,387.02

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

**Attachments & Enclosures:**

Resolution
Pay Request #4; Engineer Recommendation

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	Ten-T Hangar Project
Expenditure:	\$190,387.02
Revenue:	

**Synopsis:** Approval of Pay Request #4 related to Ten-T Hangar project in the amount of \$190,387.02.

**Background Information:** The City Engineer recommends that Pay Request #4 be approved in the amount of \$190,387.02. Total payments after this payment equal \$368,958.28, with 5% retainage totaling \$19,418.86. Our latest update on the prefab hangar building is that it should arrive on-site on or about 01/22, as per Erect-A-Tube today. In addition to the above retainer, we are retaining an additional 15% related to the interior concrete. (Bid item 11.2.) This retention is in addition to the aforementioned 5% retainage and comes to an additional \$54,000 +/- . The concrete retainage is tied to imperfections of a portion of the pavement surface for which a solution needs to be found. The solution will likely be a spring solution as warm weather will likely be a condition precedent to the repairs.

**Recommendation:** I recommend that the Council consider the approval of Pay Request #4 from Schaus-Vorhies in relation to the Monticello Airport Ten-T Hangar project in the amount of \$190,387.02.

# The City of Monticello, Iowa

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

## RESOLUTION #18- \_\_\_\_\_

To approve Pay Request #4, related to the Monticello Airport Ten-T Hangar project, to Schaus-Vorhies in the amount of \$190,387.02

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

**WHEREAS,** Schaus-Vorhies was hired to construct a Ten-T Hangar at the Monticello Airport, and

**WHEREAS,** The City Engineer has reviewed the 4<sup>th</sup> pay request from Schaus-Vorhies related to said project and recommends that it be paid in the amount of \$190,387.02, same reflecting the maintenance of a 5% retainer and additional deducts, in the approximate amount of \$52,000, related to issues associated with the concrete flat work that have not yet been resolved, and

**WHEREAS,** The Council finds, based upon the recommendation of the City Engineer, that said pay request should be approved.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve Pay Request #4 from Schaus-Vorhies and authorizes payment in the amount of \$190,387.02.

**IN THE TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 15<sup>th</sup> day of January 2018.

\_\_\_\_\_  
Brian Wolken, Mayor

*Attest:*

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



January 15, 2018

Mr. Doug Herman, City Administrator  
City of Monticello, Iowa  
200 East 1<sup>st</sup> Street  
Monticello, IA 52310

RE: Pay Request #4  
Monticello Regional Airport (MXO) - 2017 Tee Hangar Project  
S & A Project # - 117.0240.08  
FAA Project # - 3-19-0061-008-2017  
Contractor: Schaus-Vorhies Contracting

Dear Council:

Enclosed for your review and approval is Pay Request #4 from Schaus-Vorhies Contracting for the project referenced above. We have reviewed the pay request and find it in agreement with the work completed to date. We, therefore, recommend approval of Pay Request #4 for this project in the amount of \$190,387.02 to Schaus-Vorhies Contracting.

If you have any questions or comments regarding this project, please feel free to contact me at 319-362-9394.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'A.J. Barry', is written over a horizontal line.

A.J. Barry, E.I.  
Project Engineer

Enclosure: Pay Request #4

cc: Gus Schaus, Schaus-Vorhies Contracting



**APPLICATION AND CERTIFICATE FOR PAYMENT**

AIA DOCUMENT G702

PAGE 1 OF 2 PAGES

<p><b>TO OWNER:</b> City of Monticello 200 East First Street Monticello, IA 52310</p> <p><b>FROM CONTRACTOR:</b> Schaus-Vorhies Contracting 400 N 2nd Str Fairfield, IA 52556</p> <p><b>CONTRACT FOR:</b></p>	<p><b>PROJECT:</b> Monticello Regional Airport (MXO) 2017 TEE Hanger Monticello, IA 52310</p> <p><b>VIA ENGINEER:</b> Snyder &amp; Associates, Inc. 5005 Bowling Street SW, Suite A Cedar Rapids, IA 52404</p>	<p><b>APPLICATION NO:</b> 4 Rev 2</p> <p><b>PERIOD TO:</b> 12/30/2017</p> <p><b>PROJECT #:</b> 62282</p> <p><b>CONTRACT DATE:</b> 08/07/17</p>	<p><b>Distribution to:</b></p> <p><input type="checkbox"/> Owner</p> <p><input type="checkbox"/> Architect</p> <p><input type="checkbox"/> Contractor</p> <p><input type="checkbox"/> CM</p> <p><input checked="" type="checkbox"/> Engineer</p>
---	--	--	--

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached

<b>1. ORIGINAL CONTRACT SUM</b>	\$	658,736.80
<b>2. Net change by Change Orders</b>	\$	
<b>3. CONTRACT SUM TO DATE (Line 1 +/- 2)</b>	\$	658,736.80
<b>4. TOTAL COMPLETED &amp; STORED TO DATE (Column J on G703)</b>	\$	388,377.14
<b>5. RETAINAGE:</b>		
a. 5.0% % of Completed Work (Column G+H on G703)	\$	19,418.86
b. 5.0% % of Stored Material (Column I on G703)	\$	
Total Retainage (Line 5a + 5b or Total in Column L of G703)	\$	19,418.86
<b>6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)</b>	\$	368,958.28
<b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)</b>	\$	178,571.26
<b>8. CURRENT PAYMENT DUE</b>	\$	190,387.02
<b>9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)</b>	\$	287,778.52

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:**


By: [Signature] Date: 01/11/18

State of: Iowa

Subscribed and sworn to before me this 11<sup>TH</sup> day of Jan. 2018

Notary Public: [Signature]

My Commission expires: 6-19-20



**ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED

**AMOUNT CERTIFIED** \$ 190,387.02

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

**ENGINEER:** Snyder & Associates - ASB

By: [Signature] Date: 01/11/2018

This Certificate is not valid unless the AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

Page 2 of 2 Pages

AIA Document G703, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.  
 Monticello, IA 52310

APPLICATION NO: 4 Rev 2  
 APPLICATION DATE: 1/11/2018  
 PERIOD TO: 12/30/2017  
 PROJECT NO: 62282

A Item No.	B Description of Work	C Unit Price	D Billed Quantity	E Plan Quantity	F Scheduled Value	G Work Completed		I Materials Presently Stored (Not in G or H)	J Total Completed And Stored To Date (G + H + J)	K % (J/F)	L Balance To Finish (F - J)	M Retainage
						From Previous Application (G + H)	This Period					
1.2	Safety Plan, Traffic Control, and Mobilization	\$97,503.95	0.75	1	\$97,503.95	\$48,752.00	\$24,375.81		73,127.81	75.00%	24,376.14	3,656.39
2.2	Unclassified Excavation	\$9.32	805	805	\$7,502.60	\$2,000.00	\$6,502.60		7,502.60	100.00%		375.13
3.2	Subbase Course	\$8.44	2412	2412	\$15,533.28	\$5,000.00	\$10,533.28		15,533.28	100.00%		776.66
4.2	Installation and Removal of Silt Fence	\$4.26		1020	\$4,345.20						4,345.20	
5.2	Portland Cement Concrete	\$51.89	710	710	\$36,841.90		\$36,841.90		36,841.93	100.00%		1,842.10
6.2	Seeding	\$3,940.50		0.8	\$3,152.40						3,152.40	
7.2	Topsoiling	\$6.39		650	\$4,153.50						4,153.50	
8.2	Mulching	\$3,301.50		0.8	\$2,641.20						2,641.20	
9.2	Construction Survey	\$3,727.50	1.00	1	\$3,727.50	\$3,354.75	\$372.75		3,727.50	100.00%		186.38
10.2	Electrical Service Extension	\$7,455.00		1	\$7,455.00	\$4,500.00			4,500.00	60.36%	2,955.00	225.00
11.2	Ten-Unit Nested Tee Hangar, Complete, 54' x 264'	\$473,880.27	0.52	1	\$473,880.27	\$124,363.00	\$122,781.05		247,144.05	52.15%	228,736.22	12,357.20
<b>GRAND TOTALS</b>						856,736.80	187,969.75	200,407.39	388,377.14	59.14%	268,359.66	19,418.86

User may obtain validation of this document by requesting of the licensee a completed AIA Document D401 - Certification of Document's Authenticity



## Schaus-Vorhies Contracting, Inc.

Billing breakdown for item 11.2  
Pay App #4 Rev 2

• Preliminary Engineering – Erect-A-Tube.	\$21,713.00
• Concrete - Prosper Companies, \$265,213.00 x 85%	<u>\$225,431.05</u>
<b>Item 11.2 Total Billing</b>	<b>\$247,144.05</b>

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: 11  
Agenda Date: 01/15/2018

**Communication Page**

**Agenda Items Description:** Resolution to approve payment of 2<sup>nd</sup> year local match to Keep Iowa Beautiful / Hometown Pride program.

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

**Attachments & Enclosures:**

Proposed Resolution
Request Letter and Prior Agreement

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** Generally speaking, the “Grant Wood Loop” is the product of the Parks to People Pilot initiative that included Jones, Jackson, and Dubuque County.

**Background Information:** The Grant Wood Loop proposal involves a five year commitment at the rate of \$1,500 per year. The City Council agreed to participate in the program last year. (See agreement attached hereto) Jacob Oswald, and me to a lesser extent, are involved in the committee and actively seeking to promote Monticello area activities and projects. A meeting scheduled for today was cancelled due to weather to be rescheduled in the coming weeks.

The Council may withdraw from the agreement if the City does not see continuing benefit. The Keep Iowa Beautiful / Home Town Pride program will fund \$75,000 per year towards the Grant Wood Loop program with Counties and Cities in the region being asked to put up the additional \$25,000.

Some of the benefits to Monticello / Jones County that came out or and/or are coming out of the Parks to People Program and the continuation of the Grant Wood Loop include:

1. Money for Pocket Park: \$47,000 +/-
2. MonMaq Dam Project / Maquoketa River Water Trail
3. Other Jones County Projects: Wapsipinicon Park Trail project, Central Park Lake restoration project, and Land acquisition near the Maquoketa and Wapsi rivers

A Grant Wood Loop web site to promote the community, region, etc. and all the positive outdoor opportunities will be finalized.

**Staff Recommendation:** I recommend that the council support the program. I believe there is much to be gained by collaborating with nearby communities and the financial commitment is small compared to the grant funded portion of the program.

# The City of Monticello, Iowa

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

RESOLUTION #18-\_\_

## **Resolution to approve payment of 2<sup>nd</sup> Year Local match to Keep Iowa Beautiful / Hometown Pride program**

**WHEREAS,** The City of Monticello has been a part of and recipient of funding from the Parks to People initiative, receiving approximately \$47,000 to defray Pocket Park construction expenses, and

**WHEREAS,** The City Council approved, by Resolution #17-52, participation in the Grant Wood Loop program, also known as the Keep Iowa Beautiful / Hometown Pride Program, same having been created as an offshoot and/or as a means of continuing forward with the progress and coordination that has been created through the Parks to People initiative, and

**WHEREAS,** The Agreement approved by Resolution #17-52 included a five year commitment at the rate of \$1,500 per year, and

**WHEREAS,** The Council finds that the continued commitment of the City of Monticello is in the best interests of the Community and is otherwise appropriate, putting the community in a better position to pursue various grants that acknowledge the positive features of communities that choose to work with others in their region in a collaborative manner.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve of the payment of the 2<sup>nd</sup> Year investment of \$1,500 in the Grant Wood Loop program, also known as the Keep Iowa Beautiful / Hometown Pride program.

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 15<sup>th</sup> day of January, 2018.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk



January 10, 2018

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

RE: Fiscal Year 2019 Budget Request – Keep Iowa Beautiful Hometown Pride Program

Dear City of Monticello:

Thank you for your participation and partnership in the Keep Iowa Beautiful Hometown Pride Program this past year. We are excited to continue the partnership into Fiscal Year 2019 as part of the five-year contract with Keep Iowa Beautiful.

As you are aware, this past year, East Central Intergovernmental Association (ECIA), Jackson County Economic Alliance (JCEA), the Grant Wood Mississippi River Region (GWMRR), Jackson County, Dubuque County and Jones County partnered to implement the Keep Iowa Beautiful (KIB) Hometown Pride Program. The City of Monticello has been an active participant in this initiative which began July 1, 2017. This is a five-year commitment from the partners and the Keep Iowa Beautiful program. The KIB program funds the initiative with \$75,000 a year for five years and the local partners fund the required match. I am writing to request the second-year local match commitment of \$1,500 from the City of Monticello. Please refer to the attached contract and budget on page 6 for the Hometown Pride Program. Your Community Coach is Dave Heiar from Jackson County Economic Alliance.

The funds for the Keep Iowa Beautiful Hometown Pride program are used to advance the efforts of the Grant Wood Mississippi River Region and to sustain its initiatives. The Hometown pride program also provides the partners with community coaching; toolkit of resources; coordinated planning of projects and programs; and services as outlined in the attached Partnership Agreement.

Thank you for your time, consideration and partnership in this very important initiative. Should you have any questions, I can be reached at 563-690-5700.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelley Deutmeyer', is written over a white background.

Kelley Deutmeyer  
Executive Director  
East Central Intergovernmental Association

Enclosure

cc: Dave Heiar, Jackson County Economic Alliance/Hometown Pride Coach  
Dan Fox, ECIA Senior Planner/Hometown Pride Assistant Community Coach  
Lisa Weinhold, ECIA Director of Finance and Human Resources



6/19/17

## Hometown Pride Partnership Agreement

Date:

**Partners:** Keep Iowa Beautiful- Hometown Pride,  
East Central Intergovernmental Association (ECIA), Grant Wood Mississippi  
River Region, Jackson, Jones, and Dubuque Counties, and the  
communities of:

Anamosa  
Asbury  
Bellevue  
Cascade  
Dubuque  
Dyersville  
Farley  
Maquoketa  
Monticello  
Peosta  
Preston  
Sabula

**Terms of the Agreement:** This agreement shall be in effect for a period of five years with optional renewal on an annual basis and dependence on funding for the program. An annual evaluation / performance review will be conducted by Keep Iowa Beautiful with the partners one month prior to the end of each year of the agreement. Two-month notice will be provided on potential termination of the agreement.

**Objectives of the Agreement:** To further the economic and cultural vitality of the region, counties and the communities by supporting, facilitating and furthering the implementation of area, county and community plans in a coordinated and partnership strategy.

**Service to be provided by Keep Iowa Beautiful and Community Coaches:**

**Service to be provided by Keep Iowa Beautiful and Community Coaches:**

- Aid in the recruitment of a “coach/coaching staff” to serve the partners defined above. Selection of the Community Coach will be by the Grant Wood Mississippi River Region Board of Directors. KIB will provide the job specifications with input from the GWMRR Board and the Steering Committee will coordinate recruitment, selection for interview and final selection if needed. Due to the scale of this project the HP Coach may need to live in the area. When the selection is made, KIB will manage the HP Head Coach.
- Due to the scale and size of this region – it is important to keep the Head coach and the Assistant Coaches focused on project implementation for the area, counties and communities. The duties in this agreement may need to be adjusted periodically to maximize the effectiveness of the coaching team.
- Assessment of community, county and regional plans along with an assessment of “tools” that will help to support implementation of those plans.
- Develop and maintain relationships with local, state and regional economic development and technical support partners.
- Assist in guiding the establishment and maintenance of comprehensive data files and information.
- Maintain a working knowledge of programs and statistical data to support community, county and regional plans.
- Maintain knowledge of and offer guidance on various funding programs and grants.
- Development, maintenance and provision of a “tool box” of programs, services, fundraising and financial opportunities.
- Aid in implementing those tools for each partner.
- Assist in community audit evaluations where needed.
- Guide annual reporting and program evaluation.
- KIB commits to the financial support of \$75,000 per year (based on at least \$25,000 of support committed by local entities).

**Service to be provided by Jackson County Economic Alliance (JCEA):**

- Serve as the KIB HP Head Coach.
- Maintain and manage an electronic newsletter containing project progress and news along with similar case studies / research of value to the project.
- Develop, maintain and manage the contact data base system.
- Media / Marketing plan development / management.
- Develop and maintain a media contact list for the three counties and communities and the region beyond those three counties.
- Control and coordinate media releases and marketing efforts.



- Provide the coordination with other economic development organizations, government agencies, community foundations, conservation groups, tourism groups, utilities and other partners to support a team approach to developing and implementing community, county and regional plans.
- Communicate regularly with the GWMRR Board and community working committees and schedule meetings as needed to discuss and advance their plans.
- Work with other economic development, tourism, convention and visitors bureaus are coordinated in marketing and maintenance of printed, online and social media presence.
- Provide data to aid in the evaluation process.
- Regularly attend community planning committee meetings.
- Assist to empower local citizens to become engaged in community projects.
- Involve youth through service learning.
- Increase effectiveness of local tool and programs.
- Furnish a toolkit of resources for communities.
- Aid in communications to regional residents.
- Serve as a program speaker at community and civic club meetings.
- Facilitate meetings and events as may be mutually agreed.
- Develop and maintain the files and records for the KIB/GWL project.
- Web page oversight, coordination, and management.

**Service to be provided by ECIA:**

- Serve as the contracting entity with KIB.
- Coordinate and collect KIB match payments for the counties, communities, and other entities to ensure payments are made to KIB and make payment to KIB from Grant Wood Mississippi River Region.
- Facilitate communications with the partners and attend Grant Wood Mississippi Region Board meetings and serve on committees as needed.
- Assist communities without a plan in finding a consultant and developing a short-term plan or work with ECIA staff to develop the short-term plan on a negotiated fee basis.
- Establish training / education sessions for community leaders / city council members / County supervisors and Grant Wood Mississippi River Region Board members, as needed.
- Research and identify grants, resources, and fundraising opportunities that will help to implement community plans.
- Work with community members to apply for grants, seek matching funds, and successfully complete grant applications on negotiated fee basis per grant.

- Facilitate development of a fundraising plan as requested by members on a negotiated fee basis. Scope of services are designed based on each project.
- Provide bookkeeping and financial management support to the Grant Woods Mississippi River Region.
- Regularly attend community planning committee meetings

**Service to be provided by Assistant Community Coaches – ECIA and Jones County Economic Development**

- Communicate regularly with KIB HP Coach and community working committees and schedule meetings as needed to discuss and advance their plans.
- Provide the coordination with other economic development organizations, government agencies, community foundations, conservation groups, tourism groups, utilities and other partners to support a team approach to developing and implementing community, county and regional plans.
- Provide data to aid in the evaluation process.
- Regularly attend community planning committee meetings.
- Empower local citizens to become engaged in community projects.
- Involve youth through service learning.
- Increase effectiveness of local tools and programs.
- Furnish a toolkit of resources for communities.
- Aid in communications to residents.
- Serve as a program speaker at community and civic club meetings.
- Facilitate meetings and events as needed.

**Service to be provided by Grant Wood Mississippi River Region**

- Serve as the steering committee for the Hometown Pride program and contractual organization.
- Help to establish and guide priorities for implementation efforts of the Hometown Pride Coaches.
- Provide provision of temporary work space for the community coach to utilize when in the area.
- Provide provision of space for periodic meetings.
- Implementation of a planning process for incorporating the provisions of 350.12 (County Conservation Board Beautification Program including input from the County Engineer and potential youth and / or youth group involvement efforts)

**Service to be provided by each partner community/county:**

- Have an approved community plan or commitment to establish such a plan that has been or will be endorsed by the current city council and in the case of the county, a county wide plan conforming to Iowa Code 350.12 as previously outlined.
- In the first year, each community and the county will appoint a working committee (in a timely manner) with a city council member or city staff member to serve on that Committee and be a liaison between the Working Committee and the City Council. An existing committee can be utilized if it has the representation desired. This member working committee will be expected to provide quarterly updates to the Mayor, City Council or county supervisors and the general public.
- The working committee appointed in year one will continue for the future. In those future years, the working committee will have the authority to take actions on behalf of the city / county, based on a city council or county supervisors approving the plan of action provided by that committee.
- Provision of temporary work space for the community coach when working in the community.
- Provide meeting space that may be required.
- Payment to the program for their KIB match as follows:
  - \$1,500/year for communities in population of 5,000 or less
  - \$2,500/year for communities in population of more than 5,000
  - \$5,000/year for counties
- Assist in meeting / event sessions as may be needed.
- Communication with the community / county residents.

**Financing and terms of the Program:**

- Agreement to take effect on July 1, 2017.
- Keep Iowa Beautiful will provide \$75,000 per year.
- County / Communities or other sources will provide at least \$25,000 per year.
- This will provide for a full-time equivalency Hometown Pride Coach(s).
- Payment to KIB will be made prior to the end of July after receipt of community payments.
- The initial contract period shall be from month, day & year to month, day & year.

- Revenue Sources:

	<b>AMOUNT</b>
Keep Iowa Beautiful	\$75,000.00
Dubuque County	\$5,000.00
Jackson County	\$5,000.00
Jones County	\$5,000.00
Anamosa	\$2,500.00
Asbury	\$2,500.00
Dubuque	\$2,500.00
Maquoketa	\$2,500.00
Bellevue	\$1,500.00
Cascade	\$1,500.00
Dyersville	\$1,500.00
Farley	\$1,500.00
Monticello	\$1,500.00
Peosta	\$1,500.00
Preston	\$1,500.00
Sabula	\$1,500.00
<b>TOTAL REVENUE</b>	<b>\$112,000.00</b>

- Expenses:

<b>EXPENSES</b>	<b>AMOUNT</b>
JCEA Head Coach Management	\$67,500.00
ECIA Assistant Coaching/Support Svs	\$33,500.00
Insurance	\$1,000.00
KIB Fee	\$10,000.00
<b>TOTAL EXPENSES</b>	<b>\$112,000.00</b>

Agreed To: July 1, 2017

By: Kelley H. DeBruin for ECIA  
By: [Signature] for JCEA

By: [Signature] for Grant Wood Mississippi River Region

By: Mayor of each community:

Anamosa [Signature]  
Asbury [Signature]  
Bellevue Christopher J. Roly  
Cascade Maureen Schneider  
Dubuque [Signature]  
Dyersville [Signature]  
Farley Ashley Jumper  
Maquoketa [Signature]  
Monticello Donald Himes  
Peosta [Signature]  
Preston [Signature]  
Sabula [Signature]

By: [Signature] for Jackson County

By: [Signature] for Jones County

By: [Signature] for Dubuque County

By: [Signature] for AIB

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: 12  
Agenda Date: 01/15/18

**Communication Page**

**Agenda Item Description:** Resolution to approve of investment in 4<sup>th</sup> of July Firework's event.

**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:

N/A
Admin. – Contributions
\$2,600
N/A

**Synopsis:** Monticello Firefighters plan to sponsor the 4<sup>th</sup> of July festivities, on Saturday the 4<sup>th</sup> of July, and seek City investment.

**Background Information:** Firefighter's Association will be planning and managing the 4<sup>th</sup> of July fireworks event. It will include, at a minimum, a live band with beverage and food stands.

The City has invested \$2,600 towards the fireworks the last number of years and the Firefighters request the same commitment for 2018.

**Staff Recommendation:** City Administrator recommends consideration of request and action deemed appropriate by Council.

# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #

Approving investment in the Independence Day Fireworks and related festivities to be held on July 4, 2018, in the amount of \$2,600.00

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

**WHEREAS**, The Council has been advised that the City of Monticello Firefighter's Organization will be heading up this year's Independence Day festivities, that will include a DJ, fireworks, beverage and food stand(s), and

**WHEREAS**, the Council finds it appropriate and proper to invest in this event by providing \$2,600.00 towards the project costs, and

**WHEREAS**, the Council understands that there will be entertainment earlier in the night and the fireworks will commence at dusk, the general public will be allowed to enter at no cost.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 15<sup>th</sup> day of January 2018, that the City Council does hereby approve of an investment in the amount of \$2,600.00 payable to the Monticello Firefighter's Organization based upon the above and foregoing findings.

**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 15<sup>h</sup> day of January 2018.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: # 13  
Agenda Date: 01/15/18

**Communication Page**

**Agenda Items Description:** Resolution to approve investment in Jones County Safe & Healthy Youth Coalition.

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

**Attachments & Enclosures:**

Resolution

Request for Funding

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Admin. County Contrib.

\$2,000 +/-

**Synopsis:** Jones County Safe & Healthy Youth Coalition requests funding to replace lost grant funding.

**Background Information:** It is my understanding that a grant used to fund efforts associated with a youth group the Coalition works with that goes by the acronym (BEASTS (Being Excellent and Staying Totally Safe) will come to an end on 9/30/2018. To continue forward the Coalition needs to find new funding sources. The Coalition has requested a \$2,000 investment from the City. I do not know who else funding has been requested from or approved and do not know what the budget related to this group looks like. (How the money will specifically be used.) I have sent an e-mail to Jennifer Husmann to request additional information.

**Recommendation:** I recommend that the Council consider the request and take action deemed appropriate by the City Council.



# The City of Monticello, Iowa

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

RESOLUTION #18-\_\_

## **Approving investment in Jones County Safe & Healthy Youth Coalition**

**WHEREAS,** The City of Monticello has received a request for Jones County Safe & Healthy Youth Coalition to provide funding in the amount of \$2,000 to support a youth group (BEASTS, Being Excellent and Staying Totally Safe) with which the Coalition works, and

**WHEREAS,** The City has not provided funding to the Coalition in the past and this request is tied to the end of a grant previously received and utilized by the Coalition, and

**WHEREAS,** Any amount approved by the City Council would be included as a contribution to be paid from the FY '19 General Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the funding request of the Jones County Safe & Healthy Youth Coalition in the amount of \$2,000 for fiscal year 2019.

**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 15<sup>th</sup> day of January, 2018.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk



**Jones County Safe and Healthy Youth Coalition**  
110 S. Williams St.  
Anamosa, Iowa 52205  
(319) 462-4327 x202  
[www.jonescountycoalition.org](http://www.jonescountycoalition.org)

Sabrina Rogers, President

Monticello City Council  
200 E. 1<sup>st</sup> St.  
Monticello, IA 52310

November 15, 2017

Dear Monticello City Council,

We would like to say how thankful we are for your continued support of our Coalition efforts. This support makes our county an even healthier and safer place to live. The partnership of so many across the county helps us sustain these outcomes for our youth.

In the past 13 years, tremendous strides have been made in reducing youth substance use in Jones County. **More than half of our Juniors (52%) in high school were binge drinking regularly when the Coalition started, now less than 1 in 6 are (15%).** But this is still too many 16-17 year olds binge drinking. Since 2008, when we received a grant to also focus on other drugs most affecting our youth, **the tobacco use numbers have been cut by more than half (27% to 12%).** **Marijuana use is also down 5 percentage points (16% to 11%).** These are not just numbers-- they are our kids. Our story is about the kids who not only are surviving, but thriving. These kids quickly become adults with improved family relationships and the ability to work and provide for their families without addiction.

Help us keep the momentum going. Our primary source of funding ends September 30, 2018! We need your community's support to sustain our efforts. We are requesting \$2000 at this time to be used to continue our work with the county's youth through our youth advisory committee, BEASTS (Being Excellent and Staying Totally Safe). This group not only advises the Coalition on trends and ideas on what actions to take to meet the needs of youth, but they also create marketing campaigns for youth and participate in many other coalition activities. We also assist the student advocacy groups in each of the schools. We would like to come to one of your budget meetings to explain more about their work, our other Coalition work, and our needs for the future. In the long run, the preventative work of the Coalition saves money in our communities.

As the Coalition's Sustainability Task Force, please join us in supporting this life-saving work. We are striving to protect the most vital resource in our community, our youth. If you would like more information or to have a presentation at an upcoming meeting, please feel free to contact us or Jennifer Husmann at 319-462-4327 x202. We thank you again for your time and support.

Sincerely,

Steve Williams, Retired School Superintendent  
Audrey Savage, Citizens State Bank President  
Charlie Becker, Executive Director of Camp Courageous  
Jon Zirkelbach, Jones County Board of Supervisors  
Jim Johnson, Publisher and Owner of the Journal-Eureka

Engaging our communities in efforts to reduce substance abuse through creating and maintaining a safe and healthy environment for youth and adults in Jones County.

110 S. Williams St. Suite A | Anamosa, IA 52205 | 319.462.4327x202 | [www.jonescountycoalition.org](http://www.jonescountycoalition.org)



# Jones County Safe and Healthy Youth Coalition

Enhancing the Quality of Life in Jones County

## Coalition Mission

Engaging our communities in efforts to reduce substance abuse through creating and maintaining a safe and healthy environment for youth and adults in Jones County.



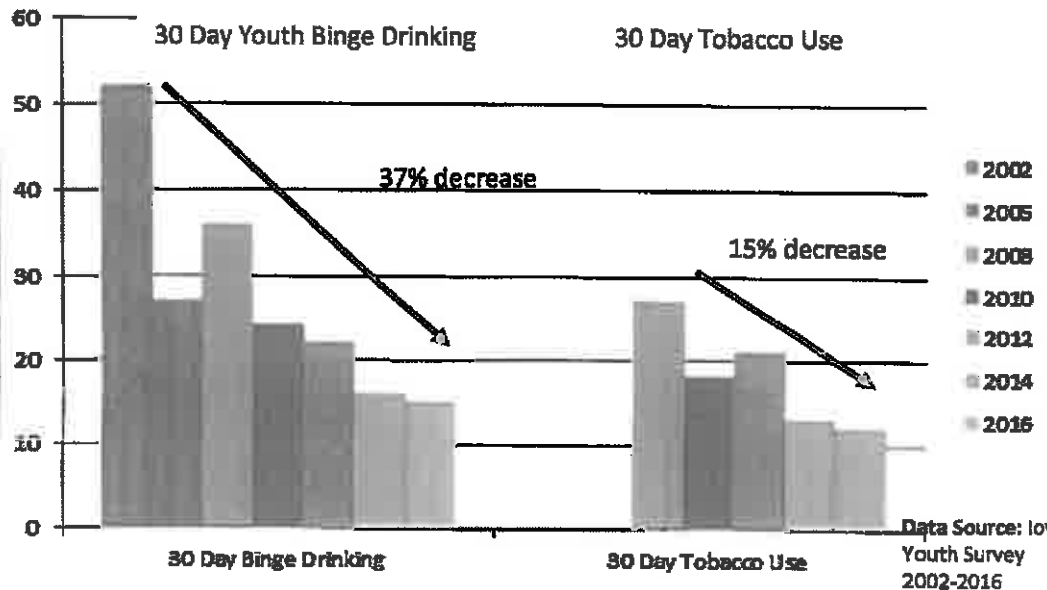
## THE ISSUE

In response to tragedies and overwhelmingly high rates of underage drinking, the Jones County school districts began a project in 2004 that included community efforts to reduce underage drinking through coalition work.

Those efforts, which became the "Jones County Safe and Healthy Youth Coalition", have contributed to the decrease in underage drinking and youth marijuana use in Jones County. In 2008, the Coalition expanded its focus beyond alcohol to include marijuana and other drugs.

## A few of our accomplishments...

- The Iowa Youth Survey (IYS) shows that from 2002 to 2016, reported binge drinking among Jones County 11th graders dropped 37 percentage points (52% down to 15%)! Tobacco use has also gone since 2008 down 15 percentage points (27% to 12%) See chart below.
- The IYS shows from 2008 to 2016, reported marijuana use among 11<sup>th</sup> graders is down 5 percentage points (from 16% to 11%). Prescription drug misuse remains at 6%.
- Education and advocacy for youth to County officials aiding in the passage of the Social Host Ordinance and the Underage Consumption Ordinance!
- Worked with Jones County Sheriff's Department to implement Responsible Beverage Service Training (TIPs), quarterly for "On" and "Off Premise" Businesses (Bars and Stores). Many communities are adopting an RBST ordinance.
- Worked with Monticello and Anamosa Police Departments to support, coordinate and increase alcohol compliance checks and rates in Jones Co.



## **Your help is needed!**

**Volunteer...** Consider becoming involved in our Coalition efforts by joining us for lunch at our meetings on the second Wednesday of the month at 11:30 and/or joining committees in areas of your expertise.

**Donate...** It is vital to our organization to secure funding for actions that are not covered by our grants and towards future efforts to reduce substance abuse. In-kind donations of other items and services are also valuable to our work.

**Support our partners...** Many of our partners are doing prevention work every day through education and enforcement that help make our youth and community more safe and healthy.

**Take a stand...** Do what you can from where you are to support the goals of reducing substance abuse for youth and adults in Jones County.

*Check out our website-*

[www.jonescountycollation.org](http://www.jonescountycollation.org)

Our Face book page- [www.facebook.com/jcsHYcollation](http://www.facebook.com/jcsHYcollation)

**Stop into our office or call us at the contact information below!**

In 2018, the Jones County Drug-Free Community Grant will end. Unless we can secure county support through existing and new county partnerships, the gains we have seen in our county will be threatened. The Coalition is the only entity of adults and youth working on this issue looking at changing the culture/environment related to substance abuse.

Employee marijuana use is associated with more absences, tardiness, accidents, workers' comp claims & turnover. Those testing positive for marijuana had 55% more accidents, 85% more injuries & 75% more absenteeism > 2015 National Institute on Drug Abuse, NIH, Research Report Series

We need to secure an increase in an employable workforce by continuing the work of reducing substance abuse in Jones County!

Funds are needed to support coordination of effective activities to reduce substance abuse. Without your help in raising funds for the coalition efforts, the momentum gained on reducing underage drinking and other drug use in our county will be lost.

## **Jones Co. Safe & Healthy Youth Coalition's Partners**

- ★ All School Districts in the county
- ★ All 3 Law Enforcement Agencies
- ★ Both Newspaper/Media Outlets
- ★ Many churches throughout the county
- ★ Many other County entities
- ★ Parents, youth, and more!



**Representatives from these organizations and other individuals work together to reduce underage drinking and other substance abuse.**



### **Contact**

Jennifer Husmann  
Project Coordinator  
JCSHY Coalition  
110 S Williams St. Suite A  
Anamosa, Iowa 52205  
Phone: 319-462-4327x202  
Cell: 319-721-4463  
Email: [jhusmann@asac.us](mailto:jhusmann@asac.us)  
EIN #45-3460055

City Council Meeting  
Prep. Date: 01/11/18  
Preparer: Doug Herman



Agenda Item: Reports  
Agenda Date: 01/15/2018

*Communication Page*

**Agenda Items Description:** Misc. Reports

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Reports / Potential Action:**

- **Recycling Update:** Two entities, Republic and Roling Sanitation are interested in pursuing a contract with Monticello to collect our recycling and both are agreeable to providing containers. I will be putting together a formal RFP (Request for Proposal) for both of them and seek firm bids by sometime in February. I will ask one or both to bring in a 50 gallon and a 65 gallon container so that the Council can physically see the size difference.
- **PW Department Staffing Update:** As you are all aware, I believe, Chris Taylor resigned his position with the City for another position. Our current plan is to utilize a part time employee over the next 30-60 days while we consider all options moving forward. During that time frame the Council and Staff will discuss potential options for filling that position, from filling it with a PT position to a FT position to not filling it at all. Part of that discussion will include a discussion of residential garbage collection.
- **Budget Materials Handout:** You will receive a sizeable budget packet at the meeting for you to take home and peruse. I thought a paper packet for that purpose may make more sense as you can then mark it up, write notes, etc.
- **Potential Legal Action:** I received an e-mail from Tami Bartram's attorney alleging wrongful acts on the part of the City. Because she is threatening civil action I have turned the claim over to our Insurance Carrier and they have assigned an attorney with whom I have not yet spoken. At our next meeting I may request a closed session to update the Council if there is anything to update. The Bartram unemployment claim remains pending before the District Court.