

City of Monticello, Iowa

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Re- Posted on May 12, 2017 at 2:30 p.m.

Monticello City Council Regular Meeting May 15, 2017 @ 6:00 p.m.
Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa

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

- 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. **(Resident Richard Tapia informed me that he would be coming to speak on the issue of urban chickens.)**

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	May	01, 2017
Approval of Payroll	May	11, 2017
Approval of Bill List		
Approval of March, 2017 Treasurer's Report		
Approval of Fareway Store's Liquor License		
Approval of Chamber of Commerce Liquor License		

Motions: None

Public Hearing:

1. **Public Hearing** on proposed FY '17 budget amendments.
2. **Public Hearing** on proposed Voluntary Annexations
3. **Public Hearing** on Proposed Plans, Specifications, form of contract and cost estimate
Re: 2017 Monticello Regional Airport Ten-T Hangar project.
4. **Public Hearing** on Proposed Plans, Specifications, form of contract and cost estimate
Re: 2017 Main Street H.M.A. Resurfacing Project.

Resolutions:

5. **Resolution** to approve FY 2017 Budget Amendments.

6. **Resolution** to approve proposed Voluntary Annexations.
7. **Resolution** to approve naming of Private Drive serving Mike Kraus subdivision. (First Road)
8. **Resolution** to approve reporting of Wages for Calendar Year 2016.
9. **Resolution** to approve Credit Cards
10. **Resolution** to approve the Proposed Plans, Specifications, form of contract and cost estimate Re: 2017 Main Street H.M.A. Resurfacing Project, acknowledging the receipt of bids related thereto and awarding the project to the lowest responsive and responsible bidder Eastern Iowa Excavating and Concrete, LLC.
11. **Resolution** to approve the Proposed Plans, Specifications, form of contract and cost estimate Re: 2017 Monticello Regional Airport Ten-T Hangar project.

Ordinances:

12. **Ordinance** to approve amendment related to accessory structures / buildings setback on alleyway. (5')
13. **Ordinance** providing of the division of taxes levied on taxable property in the 2017 addition to the Monticello Urban Renewal Area, pursuant to §403.19 of the Code of Iowa. (Second Reading)
14. **Ordinance** to amend Rear Yard Setback in M-1 Mfg. District (and potentially in C-1 and M-2 Districts) from 40 feet to 30 feet where property abuts non-residential property. (Second or, potentially, Second and Third reading)

Reports / Potential Action:

- Diane Ruchti Fence
- Angie Loney Fence
- Board Openings: Tree Board
- ECIA Board openings
- Bernde's Doors (Less than \$300 more for ½ glass on Northwest Door.)
- City Fountain
- Al Hughes property
- Rental Code / Inspections
- Engineer Report
- Park and Recreation Report
- County Planning & Zoning Meeting
- Extension Rental Agreement and US Cellular Lease
- Airport Signage (Engraving)

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
May 1, 2017
Community Media Center
6:00 P.M.

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

Yeoman moved to approve the agenda, amending bill list to include Spahn & Rose Lumber for picnic tables at Kleinow Field and Morrison Tree Farm for trees at the ball parks, in the amounts of \$450.00 and \$3,300, respectively. Wolken seconded, roll call unanimous.

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

Dr. Brian James commented on his disappointments with the South Street Project by his dental practice located at 630 South Main. He expressed concern over the gas main that was hit, loss of phone service, trucks blocking his driveways, and an incident on April 20th where water sprayed out of a staff restroom when the sewer main in front of his business was being jetted. He also expressed concern with the construction staff, suggesting that they were disrespectful to him personally. He requested that the City Council waive the potential \$6,000 project assessment due to loss of business, which he suggested could be \$10,000 per day, and being otherwise put out by the project.

Mayor Himes opened the public hearing on the proposed amendment to the existing Urban Renewal Area, by the addition of properties to the area, and Amendment of the Urban Renewal Plan, adding the Orbis Warehouse project to the plan. Herman reported that the proposed amendment would add the Advancement Services buildings and Energy Mfg. Building located on the south side of Plastic Lane, and the Orbis facility to the Urban Renewal Area. The plan amendment would add the proposed Orbis warehouse project to the plan, making said project eligible for TIF incentives. Orbis has looked at other out of state locations for the warehouse and has also investigated State of Iowa incentives. The State of Iowa has incentives available for the Orbis project and said incentives require a local match which would be met by the tax rebates previously approved by the City. No public comments were received, and City Staff reported that they had not received any oral or written comments. Herman reported that he had met with the School Superintendent and the County Auditor to discuss the proposed amendments. Mayor Himes closed the public hearing. Goedken moved to approve Resolution #17-50 A resolution to declare necessity and establish an urban renewal area, pursuant to Section 403.4 of the Code of Iowa, and to approve urban renewal plan amendment for the 2017 Addition to the Monticello Urban Renewal Area, adding the Orbis Warehouse project to the plan, Yeoman seconded, roll call unanimous.

Herman reported that the two west doors at the Berndes Center are in need of repair or replacement. He provided a quote from Zephyr Aluminum in amount of \$5,292 to replace the two west doors. Herman reported that the City previously looked into repairing the doors and received a repair quote of approximately the same amount as the Zephyr replacement quote. The north door would be aluminum with no glass and the south door would be ½ glass and ½

aluminum panel. Goedken moved to approve Resolution #17-51 Resolution authorizing City Administrator to enter into agreement with Zephyr Aluminum Products, Inc. to replace door systems located on the west side of the Monticello Berndes, Lux seconded. After discussion, Wolken moved to amend the motion to have both doors be designed and installed with ½ glass and ½ aluminum panel, Goedken seconded. Roll call unanimous. Roll call on the amended motion was also unanimous.

Jones County Grant Wood Loop Representatives Dusty Embree, Kris Gobeli and Brad Hatcher presented a PowerPoint on the "Grant Wood Loop" projects located in Jones, Jackson and Dubuque Counties and cities located therein. The Grant Wood Loop came to exist out of the State of Iowa Parks to People pilot program awarded to Jones, Jackson, and Dubuque Counties. Of the three Counties, it was reported that Jones County, and communities within Jones County, had been allocated and/or received the largest portion of the Parks to People funding allocated for the three county region, with the Monticello Pocket Park receiving approximately \$47,000. The Keep Iowa Beautiful /Home Town Pride program has awarded the Grant Wood Loop program the sum of \$75,000 per year for five years to cover costs related to the continuing operation and administration of the program, the grant requiring an annual match of \$25,000. It was requested that the City of Monticello contribute \$1,500 towards the required match on an annual basis for five years. Goedken moved to approve Resolution #17-52, Resolution to approve investment in the Grant Wood Loop program with Hometown Pride / Keep Iowa Beautiful Grant Support, Russ seconded, roll call unanimous.

Herman reported that the airport Ten-T-Hangar project plans and specifications were reviewed by FAA and are on file at the City. Yeoman indicated that 35 airplanes were currently housed at the airport and that ½ of the proposed new hangar space would be filled immediately upon completion of construction. Goedken moved to approve Resolution #17-53 Resolution to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the 2017 Monticello Regional Airport Ten-T-Hangar Project, same now being on file with the City Clerk, and the taking of bids therefor. Russ seconded, roll call unanimous. Hearing will be held on May 15, 2017 at 6 PM with bids to be received on May 31, 2017. Herman advised the Council that while this project is eligible to be covered 90% by federal funding that the federal investment is limited to \$600,000. He reported that if the bids come in high that the Council may be asked to consider a loan to the airport to cover the additional costs in addition to the prospect of scaling back the project from a 10 T hangar to an 8 T hangar. There is an outside chance that the Airport could request additional funding from the FAA from unspent funds at other airports but Herman cautioned that it was unlikely such a request would be successful on this non-airside project.

Yeoman moved Ordinance #695 amending Chapter 165 "ZONING REGULATIONS" of certain property located within the City Limits of the City of Monticello, same being generally described as a vacant lot located at the SE Corner of E. Washington and S. Cedar Street (112 E. Washington Street), Monticello, IA 52310 and amending the Official Zoning Map, third and final reading and in title only, Goedken seconded, Roll call unanimous. This will change the zoning from C-1 General Commercial to R-1 Single-Family Residential.

Goedken moved Ordinance #697 amending Chapter 165 "ZONING REGULATIONS" of certain property located within the City Limits of the City of Monticello, same being generally described as 410 E. Oak Street, Monticello, IA 52310 and amending the Official Zoning map, third and

final reading and in title only, Russ seconded, Roll call unanimous. This will change the zoning from R-1 Single-Family Residential to R-3 Multiple Family Residential.

Wolken moved Ordinance #699 amending Chapter 165 "ZONING REGULATIONS" of certain property located within the City Limits of the City of Monticello, same being generally described as set forth within Addendum A, attached hereto, all located within the City Limits of Monticello, IA 52310 and amending the Official Zoning Map, third and final reading and in title only, Russ seconded, Roll call vote, Wolken, Russ, Paulson, Lux and Yeoman voted aye, Goedken abstained as he has property being rezoned. Motion carried.

Herman reported City Code needs to be updated to allow taxes in the 2017 addition to the Urban Renewal Area to be collected as TIF revenue. Goedken moved Ordinance #700 providing for the division of taxes levied on taxable property in the 2017 Addition to the Monticello Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa, first reading and in title only, Yeoman seconded, roll call unanimous.

Herman reported that he reviewed the draft Orbis site plan with Orbis representatives and discussed with them their desire to construct the new warehouse utilizing a 30' rear yard setback while the City Code currently calls for a 40' setback in an M-1, M-2 and C-1. Goedken moved Ordinance #701 amending the Monticello Code of Ordinances, by amending Chapter 165.29, "Bulk Requirements", first reading and in title only, Yeoman seconded, roll call unanimous.

Herman reported that there is one position open on the Tree Board.

Herman reported that the City may appoint two members to the ECIA Board. They meet in Dubuque quarterly and focus on low-income housing needs and rental assistance. Council members and staff are not eligible to serve on the ECIA Board. Residents interested in being considered for appointment may contact Herman.

Herman stated that Josh Iben has been working with the City on ideas for the fountain near the Aquatic Center. Herman stated that he would get prices put together and report back.

Herman stated that he has requested an update from Al Hughes and will report back to the Council at the next meeting.

Herman reported that he investigated vision insurance options at the request of Dr. Gary Fisher as Dr. Fisher has chosen to not participate with the City's current carrier. Herman provided the Council with premium cost and coverage data associated with a few providers. After reviewing the data the Council determined that the increased costs of the alternatives did not support a change and the consensus of the Council was to stay with the current insurance.

Herman updated the City Council on various complaints received from Steve Intlekofer claiming that the parking lot rock placement adjacent to his Grand Street building has caused a mold problem in the back corner of his building. City staff continues to receive regular correspondence from Intlekofer. Herman has offered to work with him towards a solution. Potential solutions include re-grading the rock next to his building or removing some of the concrete poured behind his building by the owner of the building to the north of the Intlekofer

building. Intlekofer also recently complained about the finish on the west wall of the Grand China building facing the Pocket Park. Herman explained his belief that the wall is a "party wall". Herman reported that Intlekofer has an ownership interest in the Chinese Restaurant building.

Herman reported sending a termination letter to the City recycling contractor Roling Sanitation, whose contract expires in May 2018. This will allow City staff time to renegotiate or consider options such as recycling containers.

Herman reported that the City Code allows structures 3' off of alleyways while requiring fences to be set back at least 5' and questioned whether that made sense. Consensus of the Council was to amend the code to create consistency, not allowing any structures within 5' of the alleyway right-of-way like the fencing restriction.

Herman discussed looking into inspection requirements related to homes relocated within Monticello and rental properties. He will look into it further and report back to Council.

Herman reported that Darrell's Restaurant ownership has expressed interest in paving their parking lot and inquired whether or not the City would have loan funds for that purpose. The current cost estimate is around \$80,000. The City downtown loan fund usually has around \$35,000. Herman reviewed various options and considerations with the Council and the consensus of the Council was that Herman should investigate options with Darrell's.

Herman reviewed Utility Service Group's storage tank asset management maintenance program. Consensus of the Council was to not pursue the maintenance program at this time.

Smith reviewed a few uncontrolled intersections where he would recommend placing either stop or yield signs. Smith also discussed likely changes to Iowa fireworks laws and options the City has with regard to future regulation of fireworks in light of the State level changes.

Herman asked the City Council if they had any input on the future of the County Shop property for him to share with the Board of Supervisors who were beginning to discuss the future of that sight in light of the construction of the new shop just north of town. Council seemed to lean towards the redevelopment of the property as residential use property.

Schwickerath reported that they will perform a final walk through of E. South Street later this week. Once the project is completed the special assessments will be finalized.

Schwickerath reported that bids will be received on May 3, 2017 for the Main Street Project.

Schwickerath reported that the Airport Taxiway project is near completion with some final seeding, grading, and rock collection yet to be done.

Schwickerath reported that there would be a pre-construction meeting related to the Water Tower Project this week. He reviewed the logo size, coloration, and placement with the Council.

Schwickerath reported that plans related to the 6th Street Ditch are near completion.

Regular Council Meeting-Official
May 1, 2017

Wolken moved to adjourn the Council meeting at 8:15 P.M., roll call vote unanimous.

Dena Himes, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - MAY 11, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	Apr. 24 - May 7, 2017				
Angela Batcheler	\$ 24.00	\$ -	0.00	0.00	\$ 20.59
Brian Bronemann	86.40	-	0.00	0.00	74.12
Carter Bronemann	121.92	-	0.00	0.00	102.04
Dawn Brus	1,785.00	-	0.00	168.37	1,226.38
Ben Hein	114.24	-	0.00	0.00	98.01
David Husmann	828.00	-	0.00	0.00	623.85
Mary Intlekofer	2,167.51	382.50	0.00	28.25	1,188.73
C.J. Johnson	1,923.08	-	0.00	59.25	1,209.23
Brandon Kent	1,785.00	-	0.00	0.00	1,132.31
Matthew Kunkle	941.63	-	0.00	0.00	701.11
Lori Lynch	2,975.00	-	0.00	0.00	1,735.12
Dave McNeill	233.36	-	0.00	0.00	198.20
Shelly Searles	2,167.50	382.50	0.00	0.00	1,625.92
Brenda Surom	765.00	-	0.00	0.00	550.68
Chris Williams	243.00	-	0.00	0.00	207.47
TOTAL AMBULANCE	\$ 16,160.64	\$ 765.00	0.00	255.87	\$ 10,693.76
CEMETERY	Apr. 22 - May 5, 2017				
Dan McDonald	\$ 1,536.00	\$ -	0.00	0.00	\$ 1,074.96
TOTAL CEMETERY	\$ 1,536.00	\$ -	0.00	0.00	\$ 1,074.96
CITY HALL	Apr. 23 - May 6, 2017				
Cheryl Clark	\$ 1,578.66	\$ 14.66	0.00	0.00	\$ 1,002.86
Doug Herman	3,629.96	-	0.00	0.00	2,561.53
Sally Hinrichsen	2,786.09	-	0.00	0.00	1,963.30
Heather Paddock	459.00	-	0.00	0.00	317.12
Nanci Tue!	1,324.00	-	0.00	0.00	857.63
TOTAL CITY HALL	\$ 9,777.71	\$ 14.66	0.00	0.00	\$ 6,702.44
FIRE					
Mike Bader	\$ 60.00	\$ -	0.00	0.00	\$ 55.41
Marvin Kelchen	100.00	-	0.00	0.00	92.35
Don McCarthy	125.00	-	0.00	0.00	107.24
Mike Wink	100.00	-	0.00	0.00	92.35
TOTAL FIRE	\$ 385.00	\$ -	0.00	0.00	\$ 347.35
LIBRARY	Apr. 24 - May 7, 2017				
Julie Aldrich	\$ 322.54	\$ -	0.00	0.00	\$ 269.76
Kyle Gassman	370.17	-	0.00	0.00	314.82
Heather Paddock	86.21	-	0.00	0.00	59.55
Penny Schmit	1,081.85	8.43	0.00	0.00	816.39
Madonna Thoma-Kremer	114.95	-	0.00	0.00	99.31
Michelle Turnis	1,487.83	-	0.00	0.00	924.66
TOTAL LIBRARY	\$ 3,463.55	\$ 8.43	0.00	0.00	\$ 2,484.49
MBC	Apr. 24 - May 7, 2017				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,359.76
Heather Paddock	402.00	-	0.00	0.00	277.72
Casey Reyner	1,538.46	-	0.00	0.00	1,052.39

PAYROLL - MAY 11, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
TOTAL MBC	\$ 3,786.61	\$ -	0.00	0.00	\$ 2,689.8
POLICE	Apr. 24 - May 7, 2017				
Dawn Graver	\$ 2,128.56	\$ -	0.00	0.00	\$ 1,441.3
Erik Honca	1,750.26	-	0.00	4.50	1,288.3
John Klein	246.00	-	0.00	0.00	209.0
Jordan Koos	1,865.16	-	0.00	21.50	1,333.6
Travis McNally	246.00	-	0.00	0.00	210.0
Britt Smith	2,372.39	-	0.00	0.00	1,696.8
Madonna Staner	1,378.41	-	0.00	0.00	1,025.2
Brian Tate	2,016.84	-	0.00	0.00	1,481.7
Robert Urbain	2,051.04	-	0.00	0.00	1,416.4
TOTAL POLICE	\$ 14,054.66	\$ -	0.00	36.50	\$ 10,102.7
ROAD USE	Apr. 22 - May 5, 2017				
Billy Nortcn	\$ 1,737.60	\$ 201.60	0.00	0.00	\$ 1,120.6
Wayne Yousse	2,208.00	172.80	0.00	0.00	1,540.8
TOTAL ROAD USE	\$ 3,945.60	\$ 374.40	0.00	0.00	\$ 2,661.5
SANITATION	Apr. 22 - May 5, 2017				
Michael Boyson	\$ 1,488.00	\$ -	0.00	0.00	\$ 992.6
Nick Kahler	1,536.00	-	0.00	0.00	1,002.5
Chris Taylor	1,536.00	-	0.00	0.00	962.8
TOTAL SANITATION	\$ 4,560.00	\$ -	0.00	0.00	\$ 2,958.0
SEWER	Apr. 22 - May 5, 2017				
Tim Schuliz	\$ 1,584.00	\$ -	0.00	0.13	\$ 1,074.0
Jim Tjaden	1,864.00	-	0.00	0.00	1,307.7
TOTAL SEWER	\$ 3,448.00	\$ -	0.00	0.13	\$ 2,381.7
WATER	Apr. 22 - May 5, 2017				
Brant LaGrange	\$ 1,961.54	\$ -	0.00	0.00	\$ 1,336.5
Jay Yanda	1,784.00	-	0.00	0.00	1,259.7
TOTAL WATER	\$ 3,745.54	\$ -	0.00	0.00	\$ 2,596.3
TOTAL - ALL DEPTS.	\$ 64,863.31	\$ 1,162.49	0.00	292.50	\$ 44,693.26

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
<u>ACCOUNTS PAYABLE CLAIMS</u>				
	GENERAL			
	POLICE DEPARTMENT			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	23.00		
INFRASTRUCTURE TECHNOLOGY	PD/SUPER MAC TECH SUPPORT	50.00		
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	115.12		
MEDIACOM	PD TELEPHONE	85.98		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	577.83		
MONTICELLO EXPRESS INC	PD BUILDING SUPPLIES	30.00		
TRI COUNTY PROPANE LLC	PD FUEL	155.40		
		<u>1,037.33</u>		
	POLICE DEPARTMENT			
	STREET LIGHTS			
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	115.36		
		<u>115.36</u>		
	STREET LIGHTS			
		115.36		
	AQUATIC CENTER			
ARCH CHEMICALS, INC.	POOL SUPPLIES	468.91		
MEDIACOM	POOL TELEPHONE	42.75		
JESSICA WILLIAMS	POOL PASS REFUND	150.00		
		<u>661.66</u>		
	AQUATIC CENTER			
	CEMETERY			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	301.45		
		<u>301.45</u>		
	CEMETERY			
	SOLDIER'S MEMORIAL BOARD			
IOWA FIRE PROTECTION	ANNUAL SPRINKLER INSPECTION.	95.00		
MEDIACOM	SLDR MEM TELEPHONE	25.10		
SCHINDLER ELEVATOR CORP.	ELEVATOR INSPECTION	234.42		
		<u>354.52</u>		
	SOLDIER'S MEMORIAL BOARD			
	MAYOR AND CITY COUNCIL			
CHRISTINA LUX	COUNCIL MILEAGE	12.84		
		<u>12.84</u>		
	MAYOR AND CITY COUNCIL			
		12.84		
	ENGINEER			

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
SNYDER & ASSOCIATES, INC	ENGINEER FEES	580.00		
	ENGINEER	580.00		
	ATTORNEY			
LEXISNEXIS	ATTORNEY RESEARCH	70.00		
	ATTORNEY	70.00		
	CITY HALL/GENERAL BLDGS			
BAKER PAPER CO INC	CH BUILDING SUPPLIES	31.78		
DOUG HERMAN	CH TRAVEL - NEIRL MEETING	10.99		
HOLIDAY INN AIRPORT	CH TRAVEL - HINRICHSEN	285.60		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	283.20		
IOWA FIRE PROTECTION	ANNUAL SPRINKLER INSPECTION.	190.00		
JOHN DEERE FINANCIAL	CH BLDG REPAIR/MAINT	16.99		
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	288.90		
KRIS KROMMINGA	CH FURNISHINGS	125.10		
TORI ROSE MANTERNACH	CH BLDG REPAIR/MAINT	290.00		
MEDIACOM	CH TELEPHONE	158.96		
MONTICELLO EXPRESS INC	CH ADVERTISING	567.81		
SCHINDLER ELEVATOR CORP,	ELEVATOR INSPECTION	468.84		
	CITY HALL/GENERAL BLDGS	2,718.17		
	GENERAL	5,851.33		
	MONTICELLO BERNDES CENTER			
	PARKS			
ALLIANT ENERGY-IES	MBC ELECTRIC	571.09		
ANAMOSA PUBLICATIONS	MBC ADVERTISING	130.00		
BOSS OFFICE SUPPLIES & SYS INC	MBC OFFICE SUPPLIES	18.57		
CENTRAL IOWA DISTRIBUTING INC	MBC BUILDING SUPPLIES	101.00		
FREESSE MOTORS INC	MBC VEHICLE REPAIR/MAINT	64.07		
DENNIS J GRAY	MBC BLDG REPAIR/MAINT	640.50		
KRAUS PLUMBING & HEATING INC	MBC SUPPLIES	51.00		
MEDIACOM	MBC TELEPHONE	42.75		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	39.27		
MONTICELLO EXPRESS INC	MBC SOCCER CERTIFICATES	225.00		
JACOB OSWALD	MBC OFFICE SUPPLIES	130.09		
	PARKS	2,013.34		
	MONTICELLO BERNDES CENTER	2,013.34		
	FIRE			
	FIRE			

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
FIRE SERVICE TRAINING BUREAU	FIRE TRAINING	250.00		
DONALD MCCARTHY	FIRE VACUUM CLEANER	143.38		
DAVID B MCNEILL	FIRE SUPPLIES	22.68		
MEDIACOM	FIRE TELEPHONE	42.75		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	48.61		
MUNICIPAL EMERGENCY SERVICES	FIRE SUPPLIES	192.00		
RADIO COMMUNICATIONS CO INC	FIRE RADIO BATTERIES	2,699.68		
		<u>3,399.10</u>		
	FIRE			
		<u>3,399.10</u>		
	FIRE			
		<u>3,399.10</u>		
	AMBULANCE			
	AMBULANCE			
ALLIED 100 LLC	AMB MEDICAL SUPPLIES	96.00		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	23.00		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	1,032.22		
CHOICE 1 HEALTH CARE	AMB MEDICAL SUPPLIES	74.85		
FREES MOTORS INC	AMB VEHICLE REPAIR/MAINT	31.57		
MEDIACOM	AMB TELEPHONE	85.98		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	516.73		
MONTICELLO SPORTS	AMB CLOTHING	68.00		
U.S. CELLULAR	AMB CELL PHONES	98.31		
		<u>2,026.66</u>		
	AMBULANCE			
		<u>2,026.66</u>		
	AMBULANCE			
		<u>2,026.66</u>		
	LIBRARY IMPROVEMENT			
	LIBRARY			
THE JITNEY WINE BAR	LIB IMP PROGRAMS/PROMOTIONS	42.50		
		<u>42.50</u>		
	LIBRARY			
		<u>42.50</u>		
	LIBRARY IMPROVEMENT			
		<u>42.50</u>		
	LIBRARY			
		<u>42.50</u>		
	LIBRARY			
		<u>42.50</u>		
BAKER & TAYLOR BOOKS	LIB BOOKS	258.10		
BAKER PAPER CO INC	LIB BUILDING SUPPLIES	25.23		
CENTER POINT PUBLISHING	LIB BOOKS	43.14		
EMERY-PRATT	LIB BOOKS	91.55		
IOWA FIRE PROTECTION	ANNUAL SPRINKLER INSPECTION.	95.00		
JOHN DEERE FINANCIAL	LIB BUILDING SUPPLIES	45.09		
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	166.92		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
MEDIACOM	LIB TELEPHONE	117.13		
MICRO MARKETING LLC	LIB BOOKS	39.90		
MONTICELLO EXPRESS INC	LIB SUBSCRIPTION	40.00		
MOVIE LICENSING USA	LIB PROCESSING	103.00		
SCHINDLER ELEVATOR CORP.	ELEVATOR INSPECTION	234.42		
PENNY SCHMIT	LIB TRAVEL - KIDS FIRST CONF	212.97		
MICHELLE TURNIS	LIB TRAVEL - KIDS FIRST CONF	212.80		
	LIBRARY	<u>1,685.25</u>		
	LIBRARY	<u>1,685.25</u>		
	SUPER MAC FUND			
	SUPER MAC FUND			
INFRASTRUCTURE TECHNOLOGY	PD/SUPER MAC TECH SUPPORT	50.00		
	SUPER MAC FUND	<u>50.00</u>		
	SUPER MAC FUND	<u>50.00</u>		
	AIRPORT			
	AIRPORT			
BIECHLER ELECTRIC, INC.	AIRPORT EQUIP REPAIR/MAINT	668.16		
JOHN DEERE FINANCIAL	AIRPORT GROUNDS SUPPLIES	32.98		
MCALIEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	55.55		
	AIRPORT	<u>756.69</u>		
	AIRPORT	<u>756.69</u>		
	ROAD USE			
	STREETS			
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	38.32		
BROWN SUPPLY CO INC	RU EQUIP REPAIR/MAINT	49.00		
FAREWAY STORES #840-1	RU SUPPLIES	4.59		
JOHN DEERE FINANCIAL	RU SUPPLIES	40.51		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	47.96		
LASLEY ELECTRIC LLC	RU STOP LIGHTS	232.24		
M TOWN TIRE & AUTO	RU EQUIP REPAIR/MAINT	60.24		
MEDIACOM	RU TELEPHONE	42.75		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	429.91		
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	494.70		
SUPERIOR WELDING SUPPLY CO	RU SUPPLIES	80.00		
WHITE HAWK PLUMBING & HEATING	RU BLDG REPAIR/MAINT	6.45		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	STREETS	1,526.67		
	ROAD USE	1,526.67		
	CAPITAL IMPROVEMENT			
	STREETS			
MONTICELLO EXPRESS INC	CAP IMP - 2016 S MAIN REHAB	27.20		
SNYDER & ASSOCIATES, INC	CAP IMP - 2016 S MAIN REHAB	21,054.11		
	STREETS	21,081.31		
	AIRPORT			
SNYDER & ASSOCIATES, INC	CAP IMP - AIRPORT HANGAR AIP	4,320.90		
	AIRPORT	4,320.90		
	CAPITAL IMPROVEMENT	25,402.21		
	BATY DISC GOLF COURSE			
	PARKS			
STEVE MONK CONSTRUCTION, LTD.	BATY DG MOWING	350.00		
	PARKS	350.00		
	BATY DISC GOLF COURSE	350.00		
	MARY MAXINE REDMOND TRUST			
	LIBRARY			
THE BOOK FARM, INC.	LIB REDMOND PROGRAMMING	12.50		
FAREWAY STORES #840-1	LIB REDMOND PROGRAMMING	16.99		
MONTICELLO EXPRESS INC	LIB REDMOND PROGRAMMING	24.49		
	LIBRARY	53.98		
	MARY MAXINE REDMOND TRUST	53.98		
	WATER			
	WATER			
CASCADE LUMBER CO	WATER/SEWER BLDG REPAIR/MAINT	3,428.61		
PAUL CHISMAN	OVERPAYMENT REFUND	15.00		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
CASEY DEMMER	OVERPAYMENT REFUND - KOONTZ	16.66		
G & M PROPERTIES	OVERPAYMENT REFUND - SNAITH	86.96		
SHIRLEY GUTZEIT	OVERPAYMENT REFUND - CAMP	192.19		
HAWKINS WATER TREATMENT	WATER SYSTEM	535.85		
HORSFIELD COMPANIES	WATER SYSTEM	441.63		
HYGIENIC LABORATORY	WATER LAB TESTS	89.00		
INVESTMENT OPPORTUNITIES	OVERPAYMENT REFUND - LINK	64.06		
IOWA ONE CALL	WATER/SEWER SYSTEM	27.00		
JOHN DEERE FINANCIAL	WATER SUPPLIES	1.49		
RANDY KRUEGER	OVERPAYMENT REFUND - ANDERSON	95.12		
LAPORTE MOTOR SUPPLY	WATER SUPPLIES	7.63		
MIKE & TIM MCDONOUGH	OVERPAYMENT REFUND - PUMPHREY	169.35		
MIDLAND GIS SOLUTIONS	GIS WEBSITE HOSTING	1,800.00		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	166.68		
MUNICIPAL SUPPLY INC	WATER SYSTEM	969.40		
KRIS READ	OVERPAYMENT REFUND - OLSON	142.41		
MIKE SIMMONS	OVERPAYMENT REFUND - THURSTON	40.00		
SHAWN SNAITH	OVERPAYMENT REFUND	3.04		
		<u>8,292.08</u>		
	WATER	8,292.08		
		<u>8,292.08</u>		
	WATER	8,292.08		
	CUSTOMER DEPOSITS			
	WATER			
CITY OF MONTICELLO	MCCONNELL/ROBIN	50.00		
		<u>50.00</u>		
	WATER	50.00		
		<u>50.00</u>		
	CUSTOMER DEPOSITS	50.00		
	WATER CAPITAL IMPROVEMENT			
	WATER			
SNYDER & ASSOCIATES, INC	WATER TOWER PAINTING	1,906.50		
		<u>1,906.50</u>		
	WATER	1,906.50		
		<u>1,906.50</u>		
	WATER CAPITAL IMPROVEMENT	1,906.50		
	SEWER			
	SEWER			
ALLIANT ENERGY-IES	1105 E FIRST ST	1,605.89		
AMERICAN BANKERS INSURANCE CO	SEWER FLOOD INSURANCE	4,092.00		
B.G. BRECKE INC	SEWER BLDG REPAIR/MAINT	804.00		
CASCADE LUMBER CO	WATER/SEWER BLDG REPAIR/MAINT	3,428.61		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
HYGIENIC LABORATORY	SEWER LAB TESTS	1,087.50		
IOWA ONE CALL	WATER/SEWER SYSTEM	27.00		
JOHN DEERE FINANCIAL	SEWER SUPPLIES	95.74		
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	26.66		
MIDLAND GIS SOLUTIONS	GIS WEBSITE HOSTING	1,800.00		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	166.70		
MONTICELLO MACHINE SHOP INC	SEWER EQUIP REPAIR/MAINT	104.52		
MUNICIPAL SUPPLY INC	SEWER SUPPLIES	41.40		
NEWELL MACHINERY COMPANY, INC	SEWER EQUIP REPAIR/MAINT	1,945.00		
SNYDER & ASSOCIATES, INC	SEWER PRO FEES	409.50		
TRANS-IOWA EQUIPMENT, INC.	SEWER EQUIP REPAIR/MAINT	514.73		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	445.62		
WHITE HAWK PLUMBING & HEATING	SEWER SYSTEM	125.00		
YOGI'S INC	SEWER EQUIP REPAIR/MAINT	67.50		
	SEWER	<u>16,787.37</u>		
	SEWER	<u>16,787.37</u>		
	SANITATION			
	SANITATION			
FAREWAY STORES #840-1	SANITATION SUPPLIES	4.58		
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	5,125.00		
MIDWEST ELECTRONIC RECOVERY	SANITATION E-WASTE	580.50		
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	444.88		
MONTICELLO EXPRESS INC	SANITATION ADVERTISING	306.00		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	7,615.23		
WHITE HAWK PLUMBING & HEATING	SANITATION BLDG REPAIR/MAINT	6.44		
	SANITATION	<u>14,082.63</u>		
	SANITATION	<u>14,082.63</u>		
	STORM WATER			
	STORM WATER FUND			
STEVE MONK CONSTRUCTION, LTD.	STORMWATER MAINTENANCE	140.00		
	STORM WATER FUND	<u>140.00</u>		
	STORM WATER	<u>140.00</u>		
**** SCHED	TOTAL ****	<u>84,416.31</u>		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
***** REPORT TOTAL *****		84,416.31		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	5,851.33		
005	MONTICELLO BERNDES CENTER	2,013.34		
015	FIRE	3,399.10		
016	AMBULANCE	2,026.66		
030	LIBRARY IMPROVEMENT	42.50		
041	LIBRARY	1,685.25		
045	SUPER MAC FUND	50.00		
046	AIRPORT	756.69		
110	ROAD USE	1,526.67		
332	CAPITAL IMPROVEMENT	25,402.21		
338	BATY DISC GOLF COURSE	350.00		
339	MARY MAXINE REDMOND TRUST	53.98		
600	WATER	8,292.08		
602	CUSTOMER DEPOSITS	50.00		
604	WATER CAPITAL IMPROVEMENT	1,906.50		
610	SEWER	16,787.37		
670	SANITATION	14,082.63		
740	STORM WATER	140.00		

City of Monticello
Cash On Hand By Bank
For March 31st, 2017

DA 4/28/17

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Checking # 208223	\$0.00	0.000	N/A		Monticello Police Pistol Police Forfeiture Earl F Lehmann Trust
Checking # 147009	\$0.00	0.000	N/A		
Savings # 6025641	\$237.08	0.500	N/A		
Total by Bank	\$237.08				
Dutrac Credit Union					
Total by Bank	\$0.00				
Regions Banks					
Checking # 0002959379	\$6,036.76	0.05	N/A 9/22/2016	212 days	Soldiers Memorial Soldiers Memorial
CD #89100344	\$6,446.57				
Total by Bank	\$12,483.33				
Security State Bank					
Total by Bank	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$979,407.20	1.25	N/A		General Checking General Savings
Property Tax & Water #40001992	\$3,588,694.37	1.25	N/A		
Total by Bank	\$4,568,101.57				
Total Cash on Hand- All Banks	\$4,580,821.98				
Plus Petty Cash	\$785.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$0.00				
Less Outstanding Checks	\$45,032.33				
Treasurer's Balance	\$4,536,574.65				

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

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

City Council Meeting
Prep. Date: 5/09/17
Preparer: Doug Herman



Agenda Item: 145
Agenda Date: 05/15/2017

Communication Page

Agenda Items Description: Public Hearing on Budget Amendments and Resolution to approve.

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

Attachments & Enclosures:

Proposed Resolution
Proposed Amendments
Explanation from City Clerk

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Public Hearing required to amend budget.

Background Information: The Council typically considers annual budget amendments once per year. Amendments come about for various reasons, including but not limited to the following:

1. Council decides to move forward on projects not contemplated when budget prepared.
2. Projects carry over beyond end of one FY into next FY when plan was for project to be done prior to new FY.
3. Revenues or Expenses otherwise come in over or under budget.
4. A grant or donation for a specific purpose comes in unexpectedly. (Bud Johnson ball diamond and tree donations for example.)

Staff Recommendation: I recommend that the Mayor open the Public Hearing and that, thereafter, the Council make a Motion and Second to approve the FY 2017 Budget Amendments.

53-495

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2017 - AMENDMENT #1

To the Auditor of JONES County, Iowa:

The City Council of Monticello in said County/Counties met on 5/15/2017, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. Thereupon, the following resolution was introduced.

RESOLUTION No. _____ <== ENTER RESOLUTION NUMBER

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2017 (AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of Monticello
Section 1. Following notice published 5/3/2017

and the public hearing held, 5/15/2017 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property 1	1,614,715	0	1,614,715
Less: Uncollected Property Taxes-Levy Year 2	0	0	0
Net Current Property Taxes 3	1,614,715	0	1,614,715
Delinquent Property Taxes 4	0	0	0
TIF Revenues 5	700,000	0	700,000
Other City Taxes 6	374,833	-8,000	366,833
Licenses & Permits 7	245,300	1,078	246,378
Use of Money and Property 8	207,190	3,750	210,940
Intergovernmental 9	1,785,091	-613,377	1,171,714
Charges for Services 10	2,106,421	-146,350	1,960,071
Special Assessments 11	0	6,502	6,502
Miscellaneous 12	193,702	102,283	295,985
Other Financing Sources 13	1,661,449	-1,299,979	361,470
Transfers In 14	1,581,874	320,472	1,902,346
Total Revenues and Other Sources 15	10,470,575	-1,633,621	8,836,954
Expenditures & Other Financing Uses			
Public Safety 16	1,317,169	49,811	1,366,980
Public Works 17	636,498	64,249	700,747
Health and Social Services 18	0	0	0
Culture and Recreation 19	757,094	-20,609	736,485
Community and Economic Development 20	170,898	-3,686	167,212
General Government 21	474,702	40,274	514,976
Debt Service 22	1,089,787	4,145	1,093,932
Capital Projects 23	2,951,187	-831,355	2,119,832
Total Government Activities Expenditures 24	7,397,335	-697,171	6,700,164
Business Type / Enterprises 25	1,581,221	356,911	1,938,132
Total Gov Activities & Business Expenditures 26	8,978,556	-340,260	8,638,296
Transfers Out 27	1,581,874	320,472	1,902,346
Total Expenditures/Transfers Out 28	10,560,430	-19,788	10,540,642
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year 29	-89,855	-1,613,833	-1,703,688
Beginning Fund Balance July 1 30	4,661,754	0	4,661,754
Ending Fund Balance June 30 31	4,571,899	-1,613,833	2,958,066

Passed this _____ day of _____
(Day) (Month/Year)

Signature
City Clerk/Finance Officer

Signature
Mayor

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2016-2017 CITY BUDGET**

Form 653.C1

The City Council of Monticello in JONES County, Iowa
will meet at 220 E First Street, Monticello
at 6:00 PM on 5/15/2017
(hour) (Date)

, for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2017
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property	1,614,715		1,614,715
Less: Uncollected Property Taxes-Levy Year	0		0
Net Current Property Taxes	1,614,715	0	1,614,715
Delinquent Property Taxes	0		0
TIF Revenues	700,000		700,000
Other City Taxes	374,833	-8,000	366,833
Licenses & Permits	245,300	1,078	246,378
Use of Money and Property	207,190	3,750	210,940
Intergovernmental	1,785,091	-613,377	1,171,714
Charges for Services	2,106,421	-146,350	1,960,071
Special Assessments	0	6,502	6,502
Miscellaneous	193,702	102,283	295,985
Other Financing Sources	1,661,449	-1,299,979	361,470
Transfers In	1,581,874	320,472	1,902,346
Total Revenues and Other Sources	10,470,575	-1,633,621	8,836,954
Expenditures & Other Financing Uses			
Public Safety	1,317,169	49,811	1,366,980
Public Works	636,498	64,249	700,747
Health and Social Services	0		0
Culture and Recreation	757,094	-20,609	736,485
Community and Economic Development	170,898	-3,686	167,212
General Government	474,702	40,274	514,976
Debt Service	1,089,787	4,145	1,093,932
Capital Projects	2,951,187	-831,355	2,119,832
Total Government Activities Expenditures	7,397,335	-697,171	6,700,164
Business Type / Enterprises	1,581,221	356,911	1,938,132
Total Gov Activities & Business Expenditures	8,978,556	-340,260	8,638,296
Transfers Out	1,581,874	320,472	1,902,346
Total Expenditures/Transfers Out	10,560,430	-19,788	10,540,642
Excess Revenues & Other Sources Over (Uncer) Expenditures/Transfers Out Fiscal Year	-89,855	-1,613,833	-1,703,688
Beginning Fund Balance July 1	4,661,754		4,661,754
Ending Fund Balance June 30	4,571,899	-1,613,833	2,958,066

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Revenue increases include: AFG grant for fire clothing, FEMA/State flood funds, insurance payments for hail damage & squad car. Revenue decreases include: State DOT tree & Ambulance grants not awarded; State share of Main Street, AIP Ten-T-Hangar grant funds will be received next year. Proposed bonding will not be done this year. Expense decreases include: Airport hangar, Sixth St Ditch & 2016 Main Street moved to next year. Expense increases include: squad car, hail damage repairs, Park & Rec staff, sewer plant repairs & sewer vac

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Sally Hinrichsen, City Clerk/Treasurer
City Clerk/ Finance Officer Name

Fiscal Year 2016-2017 Budget First Amendments - Revenues dated April 26, 2017

Budget Line Item	Current Budget	Proposed Budget	Increase/Decrease	For
General				
Transfer In MYBSA	10152	29002	\$18,850	pay off early
Beer & Liquor Permits	4500	5578	\$1,078	
STEP Grant	2500	0	-\$2,500	
Refunds/Reimbursements	4500	29600	\$25,100	ins st lites & PD car
Cem Lot Sales	7500	10250	\$2,750	
Sales Tax Collections	400	1000	\$600	
Berndes Center				
Donations	500	5350	\$4,850	Horseshoe, sound system
Trees Forever				
DOT State Grant	100000	0	-\$100,000	
Transfer in General Fund	5000	0	-\$5,000	
Fire				
Federal Grant	0	87120	\$87,120	AFG grant-clothing
Ambulance				
Ambulance Revenue	425000	275000	-\$150,000	
Trans in general fund	122500	312500	\$190,000	
Hotel/Motel Tax Total				
Hotel/Motel Tax	\$24,000	\$16,000	-\$8,000	
Interest	\$1,000	\$100	-\$900	
Police Improvement				
Pd Imp Donations & Deposits	\$1,500	\$4,200	\$2,700	Dubuque Racing Grant
Miscellaneous Rev	\$200	\$525	\$325	ASUS Slate bundle
Vehicle Inspections	\$500	\$200	-\$300	
Equipment Set-a-Side				
Ambulance Revenue	\$0	\$1,950	\$1,950	
Airport				
Airport Farm Lease	65000	62000	-\$3,000	
Miscellaneous Revenue	500	8200	\$7,700	dirt sold
Airport Fuel Sales	5500	7500	\$2,000	
Revolving Loan Fund-General				
Transfer IN	0	38514	\$38,514	
Interest	0	300	\$300	
Mere Loan Payments	0	900	\$900	
TIF Tax Collection:				
Oak Street House	5724	18235	\$12,511	pay off Oak St loan
Debt Service				
Transfer In Stormwater	11554	11196	-\$358	
Transfer In Water Operating	108066	107784	-\$282	
Transfer In Sewer Operating	151047	150834	-\$213	
TIF-Debt				
Transfer In	519538	519641	\$103	
Revolving Loan Fund-Cap Imp				
Interest	300	0	-\$300	
Mere Loan Payments	900	0	-\$900	

Ambulance Improvements			
Delaware Cc Township taxes	\$4,500	\$0	-\$4,500
Amb Imp Grants	\$10,000	\$0	-\$10,000
Family Aquatic Center Camp			
Interest	\$0	\$150	\$150
Capital Improvement			
Trans in General Fund	\$0	\$100,000	\$100,000
Trans in a/port IDOT Grant	\$34,206	\$50,000	\$15,794
Trans in AIP Grant Match	\$52,936	\$0	-\$52,936
Interest	\$0	\$7,500	\$7,500
IDOT 1st St Bridge Grant	\$0	\$25,000	\$25,000
Main St - State Share	\$433,677	\$0	-\$433,677
16 a/port paving/IDOT grant	\$193,828	\$191,632	-\$2,196
AIP Grant Ten-T-Hanger	\$476,428	\$0	-\$476,428
Park Drive Assessments	\$0	\$335	\$335
2009 Cedar Street Assessment	\$0	\$4,015	\$4,015
2012 Second St Assmts	\$0	\$2,152	\$2,152
Refunds & Reimbursements	\$0	\$28,780	\$28,780
Oak Street Houses	\$5,725	\$18,235	\$12,510
Bonding Proceeds	\$1,325,000	\$0	-\$1,325,000
MYBSA			
Capital Project Donation	\$0	\$25,000	\$25,000
Transfer In- MBC	\$5,000	\$15,000	\$10,000
Transfer In- General Fund	\$3,000	\$9,000	\$6,000
Pocket Park			
State Grants	\$0	\$47,863	\$47,863
Mere Revolving Loan Pymt	\$0	\$4,478	\$4,478
Sewer Capital Improvement			
FEMA/State Flood Revenue	0	255941	\$255,941
Main under Kitty Creek rep			
TOTAL			-\$1,633,621

Fiscal Year 2016-2017 Proposed Budget First Amendments - Expenditures dated April 26 2017

Budget Line Item	Current Budget	Proposed Budget	Increase/Decrease	For
Police Operating				
Police/Admin Secretary	16500	17920	\$1,420	
Deferred Comp	10000	12650	\$2,650	
Vehicle Operating	8000	12764	\$4,764	new Charger repairs
Other Capital Equipment	0	25256	\$25,256	purchase 2016 car
General Streets				
Street Manintenance Supplies	0	6086	\$6,086	Sternberg fixtures
Aquatic Center				
Part time salaries	40000	50000	\$10,000	summer staff
Cemetery				
Sexton	26250	32500	\$6,250	
Pro Fees	100	1110	\$1,010	GIS mapping
Bldg & Grnds Maint	1900	7400	\$5,500	septic tank
Soldier Memorial				
Sldr Mem Rep/maint on Bldg	500	1500	\$1,000	
Utilities	6000	9000	\$3,000	
General Insurance	0	1650	\$1,650	
Administration				
Janitorial Services	5500	11200	\$5,700	
Rep/Maint on Bldg	5000	25000	\$20,000	Heating system CH floor & wall
Taxes	100	1000	\$900	
Economic Development Fee	7592	8567	\$975	
Recording & Professional Fees	14000	16000	\$2,000	
Postage	2200	4200	\$2,000	postage
Transfers/Appropriations				
Transfer to Trees Forever	5000	0	-\$5,000	
Transfer to Ambulance Oper	122500	312500	\$190,000	
Transfer to MYBSA	3000	9000	\$6,000	pay off MUSCO lite loan
Transfer to Capital Imp	0	100000	\$100,000	Sixth Street Ditch
Berndes Center				
Salaries- Director	40000	55798	\$15,798	
Salaries- MBC staff	5000	19000	\$14,000	
Ads & Legal Publications	800	1600	\$800	
Other Capital Equipment	15000	18500	\$3,500	LED lights
Facilities	1500	3300	\$1,800	
Trans to MYBSA	5000	15000	\$10,000	
Insurance Fund				
Admin City Self Insurance	4000	6500	\$2,500	
Trees Forever				
Trees	120000	10000	-\$110,000	
Police Improvement				
Other Capital Equipment	0	7700	\$7,700	2016 car equipment
Library Improvement				
Programs/Library Promotions	250	2250	\$2,000	adult STEM book club grant
Other Capital Equipment	1500	12100	\$10,600	new phone system/projector screen
Super Mac				
Coordinator Salary	16500	17920	\$1,420	

Airport				
Workmans Compensation	500	834	\$334	
Refunds	0	330	\$330	Kraus overpayment
Transfer for grant match	87142	50000	-\$37,142	IDOT paving match
Revolving Loan Fund - Gen				
Mere Loan Project	0	4500	\$4,500	
Road Use				
Wages	143500	104000	-\$39,500	1 wage paid from sanitation instead
Rep & Maint of Equipment	26000	52000	\$26,000	tractor, truck transmissions
Street Maintenance Contracts	35000	70000	\$35,000	paint & st repairs
Heavy Equipment Lease	0	3929	\$3,929	backhoe rental
Street Maintenance Supplies	41000	61000	\$20,000	patch work.
Facilities/Roadways	15000	25000	\$10,000	Park/Golf Course driveway
Employee Benefits				
Group Insurance-Police	44603	48618	\$4,015	24% rate increase
Group Insurnace-Ambulance	41172	44878	\$3,706	24% rate increase
Group Insurance-Road Use	22991	25061	\$2,070	24% rate increase
Group Insurance-Library	13724	14960	\$1,236	24% rate increase
Park Social Security	3902	6182	\$2,280	staff added
Park lpers	4555	7216	\$2,661	staff added
Group Insurance-Park	6862	10597	\$3,735	24% rate increase & 1 staff added
Group Insurance-Pool	2288	2494	\$206	24% rate increase
Group Insurance-Cemetery	4461	4863	\$402	24% rate increase
SuperMac Social Security	1263	1371	\$108	
SuperMac lpers	1474	1601	\$127	
Group Insurnce-SuperMac	3431	3739	\$308	24% rate increase
Group Insurance-Admin	18871	20570	\$1,699	24% rate increase
TIF Collections				
Kardes Rebate Agreement	54304	53492	-\$812	
IAS Rebate Agreement	4698	4564	-\$134	
Althoff Develop Agreement	7448	7076	-\$372	
Bud Johnson Develop Agreement	2690	2536	-\$154	
MC Industries Devel Agreement	9092	8878	-\$214	
Yogis Develop Agreement	23740	22632	-\$1,108	
Bagge Welter Drive Agreement	26526	25634	-\$892	
Transfer to Debt	519538	519641	\$103	bond fees
Police Forfeiture				
Minor Equipment	0	300	\$300	
Debt Service				
2016 Go Refund Bond	11290	16148	\$4,858	
2016 Go Refund Bond Fee	30	188	\$158	
2016 Go Refund Bond-wtr	22453	22536	\$83	
2016 GO Refund Int- wtr	2983	2594	-\$389	
2016 Go Refund Fee -wtr	20	44	\$24	
2016 Go Refund Bond-swr	66067	66090	\$23	
2016 GO Refund Int- swr	2890	2656	-\$234	
2016 Go Refund Fee swr	65	45	-\$20	
2016 Go Refund Bond -St wtr	10190	10228	\$38	
2016 GO Refund Int-St Wtr	1354	950	-\$404	
2016 Go Refund Fee- St Wtr	10	18	\$8	
Revolving Loan Fund-Cap Imp				
Revolving Loan	30000	0	-\$30,000	
Transfer out	0	38514	\$38,514	
Cemetery Improvement				
Grnd Oper/Maint	5000	16600	\$11,600	new concrete

Other Capital Equipment	15000	3400	-\$11,600	
Family Aquatic Center Camp Other Capital Equipment	5000	12200	\$7,200	
Capital Projects				
Airport Taxiway grading& pavg	115000	228450	\$113,450	
Airport Hangar-AIP Grant	529364	50000	-\$479,364	
Sixth St Ditch	350000	125000	-\$225,000	
East First Street Bridge	0	70000	\$70,000	engineering
2016 South St Reconstruction	862697	883947	\$21,250	rep manhole & line
2016 S Main St	860152	300000	-\$560,152	
Hail Damage Expenses	0	212650	\$212,650	
Consultant/Engineering	0	12500	\$12,500	
Legal/Financial Advisor Fees	35000	22500	-\$12,500	
Oak St House Pymt - Dev Corp	5724	18235	\$12,511	Kraus pay off loan
MYBSA Capital Fund				
Capital Improvements	0	6000	\$6,000	display coolers
Trans to gen MUSCO lite loan	10152	29002	\$18,850	
Baty Disc Golf Course				
Repair/Maint of Equipment	5000	0	-\$5,000	
Other Capital Equipment	2500	7500	\$5,000	
Pocket Park				
Pocket Park Improvements	40000	50000	\$10,000	
Refunds	0	100	\$100	
Other Capital Equipment	0	10000	\$10,000	
Water Operating				
Deferred Comp	5452	6000	\$548	
Group Insurance	11275	12750	\$1,475	24% rate increase
Consultant Fees	0	7500	\$7,500	
Utility Systems	30000	45000	\$15,000	water main breaks
Transfer to Debt	108066	107784	-\$282	
Water Cap Imp				
2016 Water Tower Painting	325000	287000	-\$38,000	
Sewer Operating				
Deferred Comp	5452	6000	\$548	
Group Insurance	18000	20000	\$2,000	24% rate increase
OSHA	200	1500	\$1,300	Gas sensors
				Heat Exchanger 30K, UV lites 10K, Cleaned Digester 16K. Blower 5k,
Rep/Maint of Equip	10000	85000	\$75,000	Vac truck rep 9K
				grit screen 8K, install heat
Rep/Maint of Building	8000	40000	\$32,000	exchanger 7K, electrical repairs 6K
Sanitary sewer system	30000	48000	\$18,000	Lagoon cleaning
Lab & medical supplies	8000	15500	\$7,500	EPA regulations changes
Trans to Debt	151047	150834	-\$213	
Sewer Cap Improvement				
Hwy 151 manholes	0	92000	\$92,000	Hwy 151 manholes
Sanitation				
				3 guys instead 2 paid for here, plus
Salaries	127500	185250	\$57,750	part of Doug & Cheryl
City share Social Security	10000	14250	\$4,250	
City share IPERS	11000	14500	\$3,500	
Deferred Comp	5452	6000	\$548	
Group Insurance	18000	26490	\$8,490	24% rate increase

Utility Services	11000	12502	\$1,502
Workmans Comp	12500	20500	\$8,000
Sanitation Bags	15000	20000	\$5,000
Stormwater			
Theisen storm water project	0	3000	\$3,000
Sixth Street Ditch Project	0	50000	\$50,000
Transfer to Debt	11554	11196	-\$358
Total			-\$19,788

City Council Meeting
Prep. Date: 05/09/17
Preparer: Doug Herman



Agenda Item: # 2+6
Agenda Date: 05/15/17

Agenda Item Description: Public Hearing on Proposed Voluntary Annexations and Resolution approving same

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

Attachments & Enclosures:

Proposed Resolution
"Maps" of proposed properties.

Fiscal Impact:

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

Synopsis: Public Hearing required as part of the process to annex property.

Background Information:

With the Yousse annexation documents signed and in hand we can now take the next step to wrap up the annexation of said property along with other property annexations that were held up during the finalization of the Yousse annexation paperwork, including Koob's Garage, the City Shop, and the Monticello Machine Shop.

Certified Mailing notice has been sent to the Auditor and the County Atty. As required by the Code of Iowa. After the Public Hearing the annexations can be moved towards finalization by the passage of a Resolution by the City Council along with the forwarding and filing of the Resolution and related paperwork with those parties required by law to receive notice.

Staff Recommendation: I recommend that the Mayor open the Public Hearing, accept any public comment, close the public hearing, and that a Councilperson then move the proposed Resolution, approving the voluntary annexation of the proposed properties.

Prepared By and Return To: Douglas D. Herman, 200 East First Street, Monticello, Iowa 52310
Phone: (319) 465-6435

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

RESOLUTION 17-__

Resolution Approving and Accepting the Voluntary Annexation of certain properties generally described as the Yousse property, Koob's Garage property, City of Monticello Shop, and Monticello Machine Shop, all of same adjoining the City of Monticello for at least fifty feet and not creating an island, as same is defined within Iowa Code §368.7(2)

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

WHEREAS, the City has received and approved Voluntary Annexation Applications from the owners of properties legally described as set forth within the attached "Exhibit A" to this Resolution, generally described as the Yousse property, Koob's Garage property, City of Monticello Shop, and Monticello Machine Shop, said Annexation Applications to include one-half of any adjacent Road Right-of-Way but for adjacent State Highway 38 road right-of-way; and

WHEREAS, Chapter 368 of the Iowa Code provides the process by which Cities may annex properties seeking voluntary access to the City, and

WHEREAS, the City Council directed, by Resolution No. 17-44, that a Notice of the intent to consider the Voluntary Annexation of those properties identified within Exhibit A, attached hereto, be published in the Monticello Express, same setting a Public Hearing on the issue for the meeting of May 15, 2017 at 6:00 p.m.; and

WHEREAS, the Notice of Public Hearing was published in the Monticello Express as part of the April 19, 2017 Edition, the Monticello Express being a weekly paper located and distributed in Monticello and Jones County, all of said parcels proposed for annexation also being located in Jones County, and

WHEREAS, notification of the proposed voluntary annexations was given to the Jones County Board of Supervisors and the Jones County Attorney by way of a certified mailing, return receipt requested, on April 14, 2017 with service being accepted by both the Jones County Auditor's Office and the Jones County Attorney's Office on April 17, 2017 said letter also informing them of the Public Hearing to be held on May 15, 2017 at 6:00 p.m., and

WHEREAS, the City Council held the scheduled Public Hearing on May 15, 2017 at 6:00 p.m., and

WHEREAS, at the conclusion of the Public Hearing the City Council took the proposed Annexations under consideration after a motion and a second, determined that all of those properties if annexed would adjoin the City of Monticello for at least fifty feet and would not create an island as same is defined within Iowa Code §368.7(2), and

WHEREAS, after further discussion the Council finds the Voluntarily Annexation of the properties proposed herein, including one-half of any adjacent road right-of-way, not including any State Highway 38 road right-of-way, to be appropriate and in the best interests of the City of Monticello, and that same should, therefore, be approved.

NOW, THEREFORE, BE IT RESOLVED that the City of Monticello does hereby approve and accept the Voluntary Annexation those properties described herein and by way of "Exhibit A" attached hereto, including one-half of any adjacent road right-of-way, not including any State Highway 38 road right-of-way, and directs the City Clerk to file said documents and to notify said entities as required by the Iowa Code, taking any and all additional steps necessary to finalize the annexation of said properties.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed this 15th day of May, 2017.

Mayor Dena Himes

Attest:

Sally Hinrichsen, City Clerk

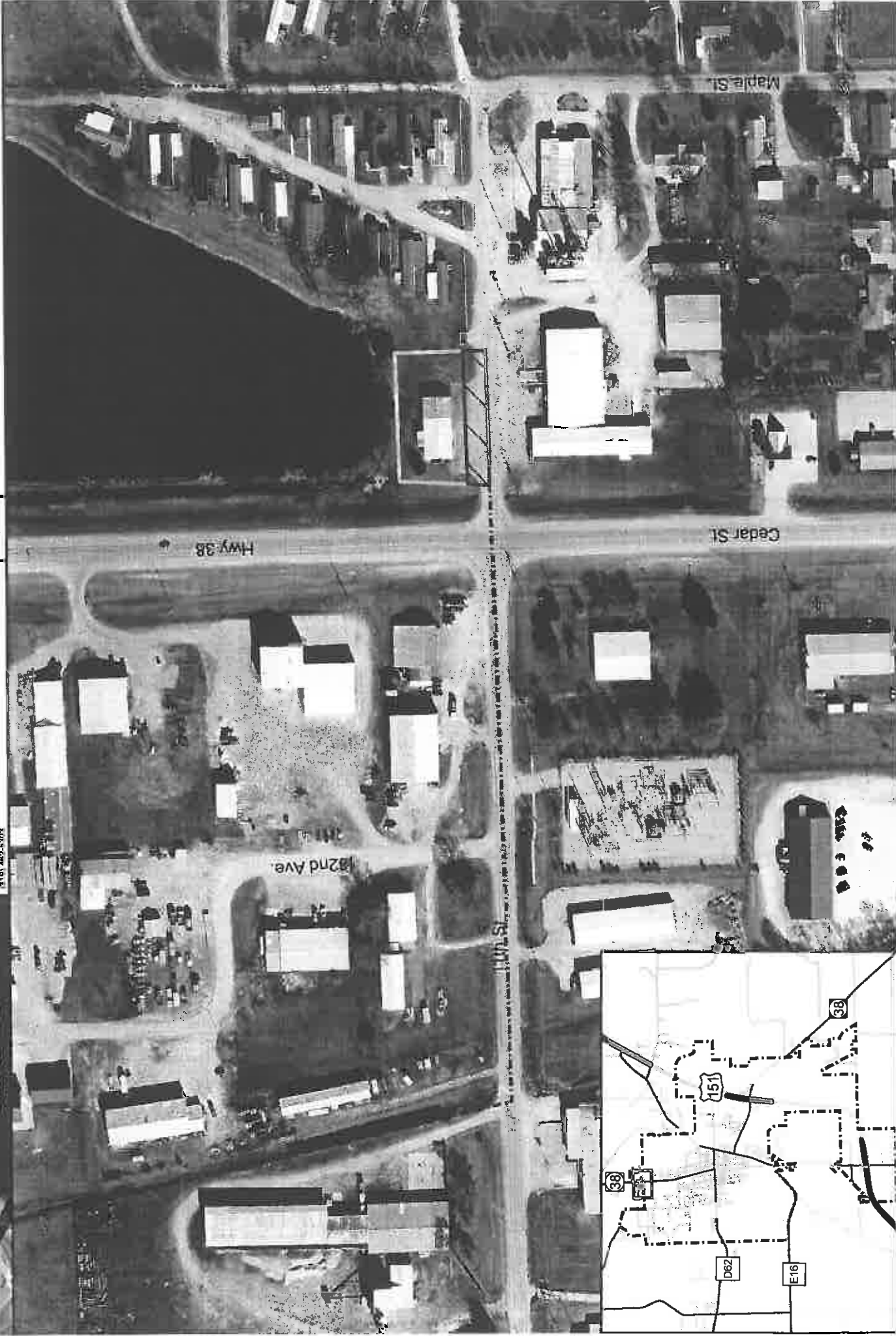


JONES COUNTY, IOWA
Proposed Monticello Annexations
Daniel M. Youssef Etal Property
02216477002
Date 02/15/2017

This map was produced from data maintained in the Jones County Geographic Information System. For further information regarding maps, data sources or the availability of GIS products and services, please contact Jones County GIS at 319.442.5703.

SCALE
1:2,234

LEGEND
Proposed Annexation
Proposed Annexation Road Right Of Way
Corporate Limits





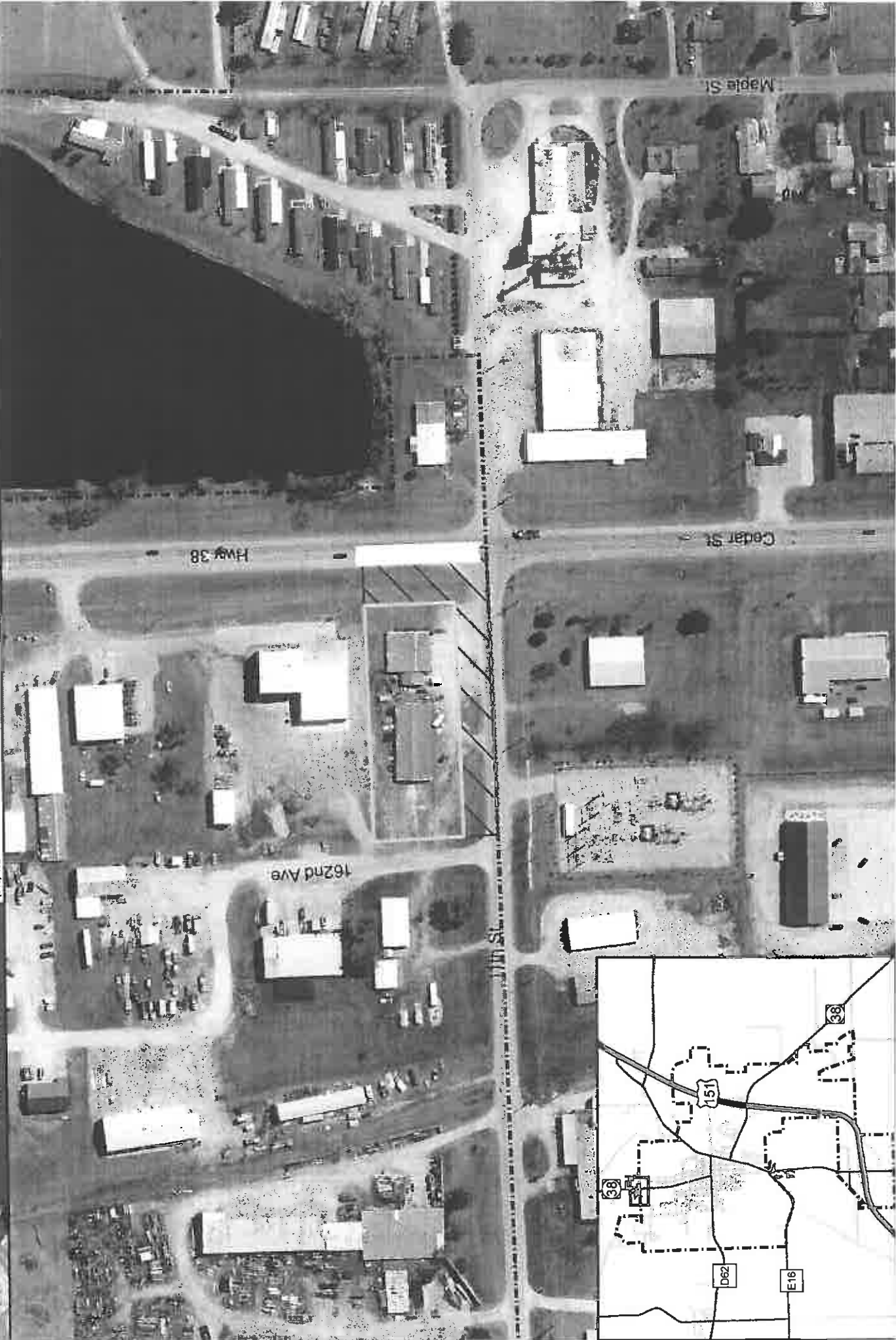
JONES COUNTY, IOWA
Proposed Monticello Annexations
Steven J Koob Property
0216476007 & 0216476011
Date 09/26/2013

This map was produced from data maintained in the Jones County Geographic Information System. For further information regarding maps, data sources or the availability of GIS products and services, please contact Jones County GIS at: (319) 462-5888.

SCALE
1:2,234



LEGEND
 Proposed Annexation
 Proposed Annexation Road Right of Way
 Corporate Limits





JONES COUNTY, IOWA
Proposed Monticello Annexations
City of Monticello Property
0216476010

Date: 09/26/2013

This map was produced from data maintained in the Jones County Geographic Information System. For further information regarding maps, data sources or the availability of GIS products and services, please contact Jones County GIS at: (319) 462-5303.

SCALE
1:2,234



LEGEND

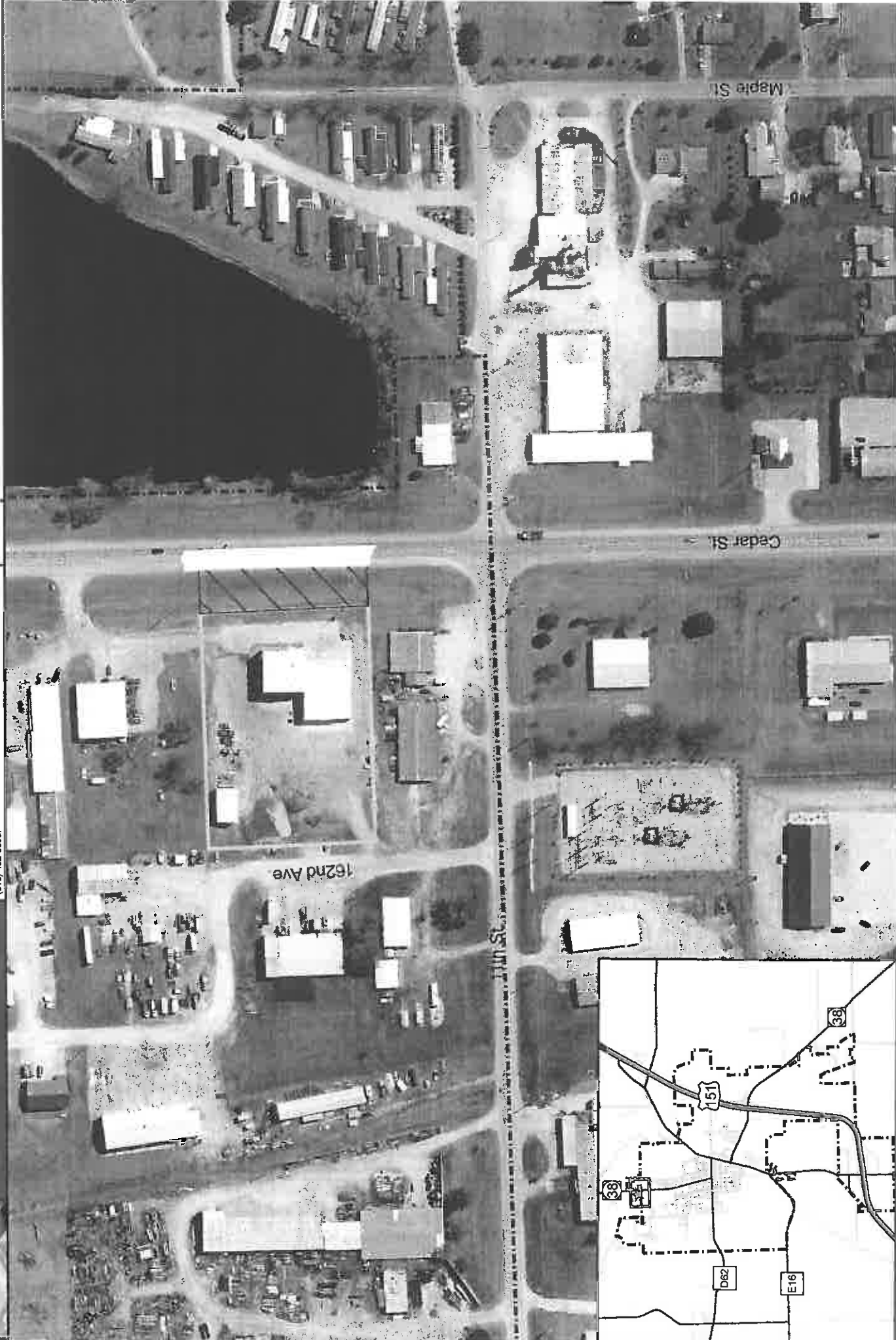
Proposed Annexation



Proposed Annexation Road Right Of Way



Corporate Limits





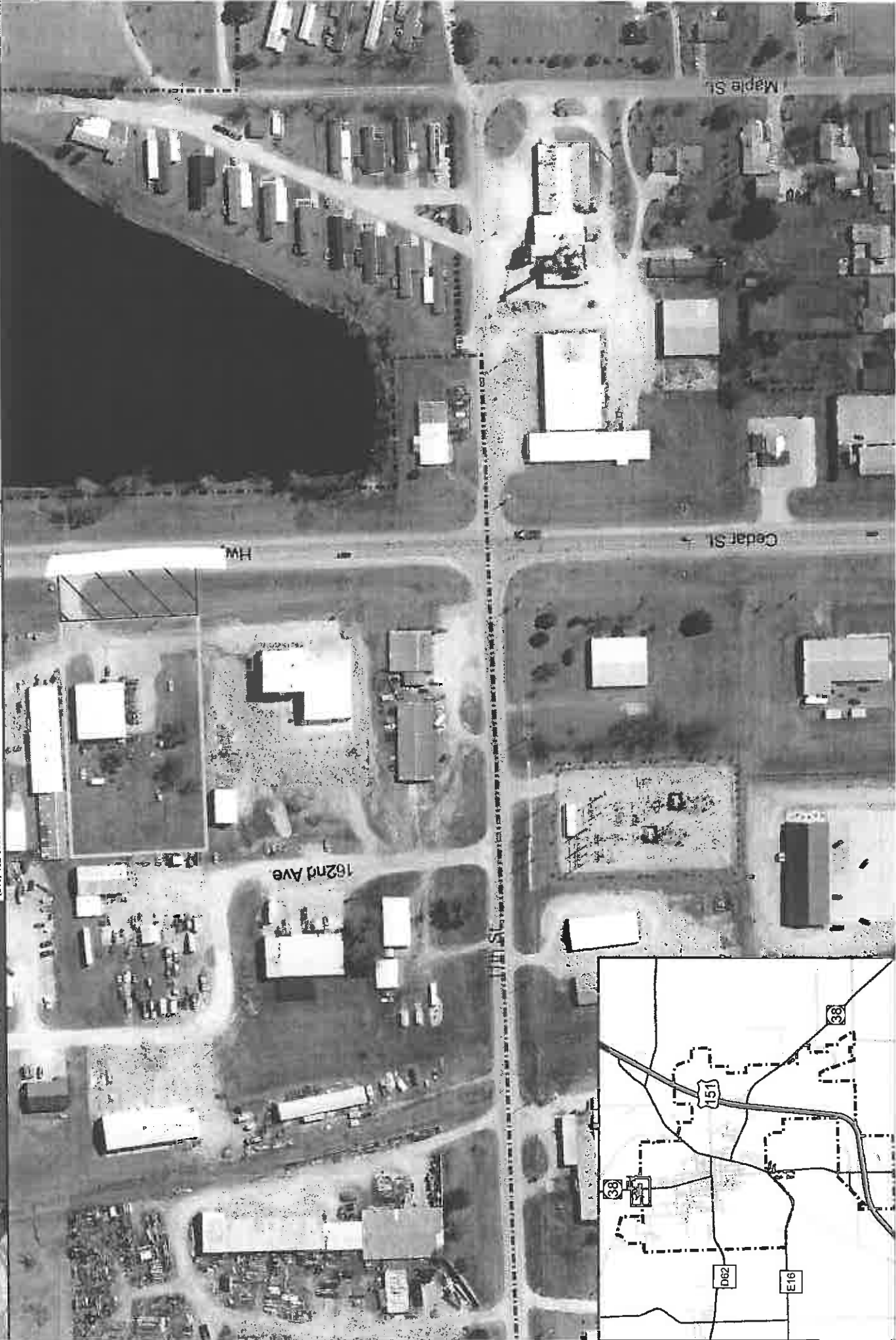
JONES COUNTY, IOWA
 Proposed Monticello Annexations
 Mary B Clark
 0216476004
 Date: 09/26/2013

This map was produced from data maintained in the Jones County Geographic Information System. For further information regarding maps, data sources or the availability of GIS products and services, please contact Jones County GIS at: (319) 462-5303.

SCALE
 1:2,234



LEGEND
 Proposed Annexation
 Proposed Annexation Road Right Of Way
 Corporate Limits



<p>City Council Meeting Prep. Date: 05/12/17 Preparer: Doug Herman</p>		<p>Agenda Item: 3+11 Agenda Date: 05/15/2017</p>
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Communication Page

Agenda Items Description: Public Hearing on proposed plans, specifications, form of contract and estimate of cost for the 2017 Monticello Regional Airport Ten-T Hangar Project, same now being of file with the City Clerk, and the taking of bids therefor, and **Resolution** approving same.

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

<p>Attachments & Enclosures:</p> <table border="1" style="width: 100%;"> <tr><td>Proposed Resolution</td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>	Proposed Resolution				<p>Fiscal Impact:</p> <table border="1" style="width: 100%;"> <tr><td>Budget Line Item:</td><td>n/a</td></tr> <tr><td>Budget Summary:</td><td>n/a</td></tr> <tr><td>Expenditure:</td><td>n/a</td></tr> <tr><td>Revenue:</td><td>n/a</td></tr> </table>	Budget Line Item:	n/a	Budget Summary:	n/a	Expenditure:	n/a	Revenue:	n/a
Proposed Resolution													
Budget Line Item:	n/a												
Budget Summary:	n/a												
Expenditure:	n/a												
Revenue:	n/a												

Synopsis: Public Hearing set for tonight on the 2017 Monticello Regional Airport Ten-T Hangar Project.

Background Information: The Public Hearing on the plans, specs, form of contract, and cost estimate are now on file (5/1/2017) with the City Clerk. Tonight is the opportunity for public comment on same. Bids are due and will be opened on May 31, 2017 at 10:00 a.m.

Staff Recommendation: I recommend that the Mayor open the public hearing, accept any comment, and then close the public hearing. The Council may thereafter consider the approval of the proposed resolution to approve the proposed plans, specifications, form of contract and estimate of cost for the 2017 Monticello Regional Airport Ten-T Hangar Project,

The City of Monticello, Iowa

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

RESOLUTION #17-__

Resolution to approve the proposed plans, specifications, form of contract and estimate of cost for the 2017 Monticello Regional Airport Ten-T Hangar Project.

WHEREAS, the City Council (the “Council”) of the City of Monticello, Iowa (the “City”), has determined that it is necessary and desirable that a public improvement be constructed as described in the proposed plans and specifications and form of contract prepared by Snyder & Associates, Inc., the Project Engineers for such public improvement, which may be hereafter referred to as the 2017 Monticello Regional Airport Ten-T Hangar Project, which proposed plans, specifications and form of contract and estimate of cost were previously placed on file with the City Clerk; and

WHEREAS, public hearing on the proposed plans, specifications and form of contract and estimate of cost for the Project was scheduled for tonight, and

WHEREAS, the Mayor opened the Public Hearing and after the receipt of public comment, if any, closed the Public Hearing, and

WHEREAS, at the close of the Public Hearing the Council considered the plans and specifications, form of contract and cost estimate previously prepared by the City Engineer and placed on file with the City Clerk and finds by the passage of this Resolution that same should be approved.

NOW, THEREFORE, Be It Resolved by the City Council of the City of Monticello, Iowa that the detailed plans and specifications, form of contract and estimate of cost referred to in the preamble hereof are hereby approved and notes that bids will be received by the City Clerk on or before the 31st day of May 2017, at 10:00 o’clock a.m., at the Monticello Renaissance Center, Monticello, Iowa.

PASSED AND APPROVED this 15th day of May, 2017.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto.
Done this 15th day of May, 2017.

Attest:

Dena Himes, Mayor

Sally Hinrichsen, Monticello City Clerk

City Council Meeting Prep. Date: 05/09/17 Preparer: Doug Herman		Agenda Item: 4 + 10 Agenda Date: 05/15/2017
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Agenda Items Description: **Public Hearing** on Proposed Plans, Specifications, form of contract and cost estimate Re: 2017 Main Street H.M.A. Resurfacing Project and **Resolution** approving the Proposed Plans, Specifications, form of contract and cost estimate Re: 2017 Main Street H.M.A. Resurfacing Project, and acknowledging the receipt of bids and awarding the project to the lowest responsive and responsible bidder Eastern Iowa Excavating and Concrete, LLC

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

Attachments & Enclosures: <table border="1" style="width: 100%;"> <tr><td>Resolution</td></tr> <tr><td>Bid Tabulation</td></tr> <tr><td>Snyder & Associates Recommendation</td></tr> <tr><td> </td></tr> </table>	Resolution	Bid Tabulation	Snyder & Associates Recommendation		Fiscal Impact: <table border="1" style="width: 100%;"> <tr><td>Budget Line Item:</td><td>n/a</td></tr> <tr><td>Budget Summary:</td><td>n/a</td></tr> <tr><td>Expenditure:</td><td>n/a</td></tr> <tr><td>Revenue:</td><td>n/a</td></tr> </table>	Budget Line Item:	n/a	Budget Summary:	n/a	Expenditure:	n/a	Revenue:	n/a
Resolution													
Bid Tabulation													
Snyder & Associates Recommendation													
Budget Line Item:	n/a												
Budget Summary:	n/a												
Expenditure:	n/a												
Revenue:	n/a												

Synopsis: Public Hearing to be followed by Resolution to approve. Engineer previously filed plans and specs related to project, a public hearing was scheduled for tonight and bids have been received and opened.

Background Information: The proposed Resolution awards the 2017 HMA resurfacing project to Eastern Iowa Excavating, the lowest responsive, responsible bidder. The bids came in as follows:

- | | |
|---------------------------|--------------|
| 1. Eastern Iowa | \$493,503.54 |
| 2. LL Pelling | \$498,067.90 |
| 3. Midwest Concrete | \$571,045.50 |
| 4. Tschiggfrie Excavating | \$591,222.56 |

Eastern Iowa will be subcontracting the asphalt portion of the project to LL Pelling. It is possible that this may all get wrapped up before the fair, will see how fast the first parts of this project progress.

The Engineer's estimate was \$720,939.40. Patrick indicated that the reason for the significantly lower bid was overall lower unit pricing. Snyder bases its' unit pricing estimates on other projects in the region. A good portion of the project is State with the balance being City. Patrick estimated that the cost savings to the City would be in the neighborhood of \$100,000 under the estimated costs.

Staff Recommendation: I recommend that the Mayor open the Public Hearing, accept public comment, if any, and that the Council thereafter consider the approval of the Proposed Plans, Specifications, form of contract and cost estimate Re: 2017 Main Street H.M.A. Resurfacing Project Council, acknowledge the receipt of bids related to the 2017 City of Monticello H.M.A. Resurfacing Project and award the project to the lowest responsive and responsible bidder Eastern Iowa Excavating and Concrete, LLC

THE CITY OF MONTICELLO, IOWA

RESOLUTION #17-__

Resolution to approve the Plans, Specifications, form of contract and cost estimate Re: 2017 Main Street H.M.A. Resurfacing Project, and acknowledging the receipt of bids related thereto, awarding the project to the lowest responsive and responsible bidder Eastern Iowa Excavating and Concrete, LLC

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

WHEREAS, the Council previously adopted a final Resolution of Necessity in connection with the 2017 City of Monticello H.M.A. Resurfacing Project (the "Project"); and

WHEREAS, the Council held a public hearing at tonight's meeting to consider the approval of the detailed plans and specifications, form of contract and cost estimate related to the 2017 H.M.A. resurfacing project, and

WHEREAS, the Council finds that the plans and specifications, proposed form of contract, and cost estimate for the project should be and are hereby approved, and

WHEREAS, the Council finds that bids on this project were sought and that four bids were received, with the lowest responsive, responsible bidder being Eastern Iowa Excavating and Concrete, LLC, with a bid in the amount of \$493,503.54, same coming in below the Engineer's estimate and otherwise deemed appropriate by the City Engineer and City staff

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

That the plans and specifications, proposed form of contract, and cost estimate for the project should be and are hereby approved, and

That the bids received associated with this project are hereby acknowledged and the project is hereby awarded to the lowest responsive, responsible bidder, Eastern Iowa Excavating and Concrete, LLC in the amount of \$493,503.54.

That all resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved on this 15th day of May, 2017.

Dena Himes, Mayor

Attest:

Sally Hinrichsen, City Clerk

THE CITY OF MONTICELLO, IOWA

RESOLUTION #17-__

Resolution to acknowledge the receipt of bids related to the 2017 City of Monticello H.M.A. Resurfacing Project and award the project to the lowest responsive and responsible bidder Eastern Iowa Excavating and Concrete, LLC

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

WHEREAS, the Council previously adopted a final Resolution of Necessity in connection with the 2017 City of Monticello H.M.A. Resurfacing Project (the "Project"); and

WHEREAS, the Council previously approved the detailed plans and specifications, notice of hearing and notice to bidders and form of contract presented by the City Engineer, and

WHEREAS, the Council previously scheduled, published notice, and held a hearing on the final plans and specifications, proposed form of contract, and cost estimate for the project, and

WHEREAS, the Council finds that bids on this project were sought and that four bids were received, with the lowest responsive, responsible bidder being Eastern Iowa Excavating and Concrete, LLC, with a bid in the amount of \$493,503.54, same coming in below the Engineer's estimate and otherwise deemed appropriate by the City Engineer and City staff

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

That the bids received associated with this project are hereby acknowledged and the project is hereby awarded to the lowest responsive, responsible bidder, Eastern Iowa Excavating and Concrete, LLC in the amount of \$493,503.54.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved on this 15th day of May, 2017.

Dena Himes, Mayor

Attest:

Sally Hinrichsen, City Clerk

H.M.A. Resurfacing
 Monticello, IA
 115.0339.08

Bid Opening

10:00 A.M on 05/3/2017

	Bidder	Date & Time Bid Received Recorded on Envelope Along with the Bidders Name	10% Bid Bond		Receipt of Addendum 1	Bidder Status & TSB Forms Included & Completed	Total Base Bid
			Separate Envelope				
* 1	Eastern Iowa	10/03 @ 9:52	yes		yes	yes	493,503.54
2	Midwest Concrete	10/03 @ 9:45	yes		yes	yes	571,045.50
3	L.L. Pelling Inc.	10/03 @ 9:44	yes		yes	yes	498,067.90
4	Tschiggfrie Exc.	10/03 @ 9:41	yes		yes	yes	591,222.56
5							
6							
7							
8							



May 9, 2017

Mr. Doug Herman, City Administrator
City of Monticello
200 East 1st Street
Monticello, IA 52310

RE: H.M.A. RESURFACING
RECOMMENDATION FOR AWARD

Mr. Herman and City Council:

On Wednesday, May 3rd, the City received four bids for the **H.M.A. Resurfacing** project, which were opened and read aloud publicly. We and the Iowa Department of Transportation reviewed the unit price extensions on all bids and found no errors. The bid tabulation is attached. The engineer's opinion of probable cost for the project was \$720,939.40 and the four bids received ranged from \$493,503.54 to \$591,222.56. The low bidder was Eastern Iowa Excavating & Concrete, LLC, of Cascade, with a total bid of **\$493,503.54**. The primary reason for the difference between the engineer's cost opinion and the bids was due to lower unit prices for the asphalt related bid items. The cost opinion was based on average unit prices for similar DOT projects.

We, hereby, recommend that the City award the **H.M.A. Resurfacing** project to **Eastern Iowa Excavating & Concrete, LLC** in the amount of:

Four Hundred Ninety-Three Thousand, Five Hundred and Three Dollars and Fifty-Four Cents (\$493,503.54)

I will be in attendance at the Council meeting on May 15th to answer any questions you may have with regard to this project.

Sincerely,
SNYDER & ASSOCIATES

Patrick Schwickerath, P.E.

Encl. Bid Tab and Divisional Costs

Cc: Doug Herman, City Administrator
Sally Hinrichsen, City Clerk/Treasurer
Chad Demmer, Eastern Iowa Excavating & Concrete, LLC

**H.M.A. RESURFACING
DIVISIONAL COST
SNYDER & ASSOCIATES PROJECT # - 115.0339.08
CITY OF MONTICELLO
5/3/2017**

Bid Item #	Item # Code	Bid Item Description	UNIT	Division 1 The City of Monticello		Division 2 Iowa Department of Transportation		Total Estimated Quantity	Unit Cost	Total Estimated Cost
				Estimated Quantity	Total Cost	Estimated Quantity	Total Cost			
1	2102-2710090	EXCAVATION, CLASS 1.0, WASTE	CY	6	\$ 291.00	60	\$ 2,910.00	66	\$48.50	\$ 3,201.00
2	2105-8425005	TOPSOIL, FURNISH AND SPREAD	CY	8	\$ 352.00	78	\$ 3,432.00	86	\$44.00	\$ 3,784.00
3	2115-0100000	MODIFIED SUBBASE	CS	37	\$ 2,988.64	0	\$ -	37	\$23.40	\$ 868.80
4	2212-0475095	CLEANING AND PREPARATION OF BASE	MILE	0.32	\$ 3,680.00	0	\$ 3,450.00	0.82	\$11,500.00	\$ 7,130.00
5	2212-5070310	PATCHES, FULL-DEPTH REPAIR	SY	149.3	\$ 16,721.60	0	\$ -	149.3	\$12.00	\$ 1,791.60
6	2212-4745500	REMOVAL OF CURB	STA	2.12	\$ 11,544.00	0	\$ -	3.12	\$2,700.00	\$ 11,444.00
7	2214-5145150	PAVEMENT SCARIFICATION	SY	7516.7	\$ 13,905.89	8617.1	\$ 15,941.64	16,133.8	\$1.85	\$ 29,847.53
8	2525-0000100	TRAFFIC SIGNALIZATION	LS	1	\$ 18,500.00	0	\$ -	1	\$18,500.00	\$ 18,500.00
9	2525-9174010	SUBBASE (ATCHES)	TON	148.8	\$ 4,083.55	0	\$ -	148.8	\$27.35	\$ 4,083.55
10	2303-1042500	HOT MIX ASPHALT HIGH TRAFFIC, INTERMEDIATE COURSE, 1/2 IN. MIX	TON	634.3	\$ 30,446.40	727	\$ 34,896.00	1,361.3	\$48.00	\$ 65,342.40
11	2303-1043500	HOT MIX ASPHALT HIGH TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, NO SPECIAL FRICTION REQUIREMENT	TON	655.4	\$ 31,459.20	751.3	\$ 36,062.40	1,406.7	\$48.00	\$ 67,521.60
12	2303-1252254	ASPHALT BINDER, PG 58-22H, HIGH TRAFFIC	TON	77.9	\$ 32,452.50	88.7	\$ 37,697.50	166	\$42.00	\$ 7,008.00
13	2303-6911000	HOT MIX ASPHALT PAVEMENT SAMPLES	LS	0.5	\$ 325.00	0.5	\$ 325.00	1	\$650.00	\$ 650.00
14	2401-6750001	REMOVAL, AS PER PLAN	EACH	5	\$ 4,775.00	1	\$ 1,050.00	6	\$1,050.00	\$ 1,050.00
15	2435-0400050	MANHOLE ADJUSTMENT, MINOR	EACH	1	\$ 1,850.00	9	\$ 9,950.00	10	\$955.00	\$ 9,950.00
16	2435-0600020	MANHOLE ADJUSTMENT, MAJOR	EACH	1	\$ 1,850.00	2	\$ 2,300.00	3	\$1,850.00	\$ 3,450.00
17	2435-0600110	INTAKE ADJUSTMENT, MINOR	EACH	2	\$ 4,050.00	0	\$ -	2	\$2,025.00	\$ 4,050.00
18	2455-0600120	INTAKE ADJUSTMENT, MAJOR	EACH	1	\$ -	0	\$ -	1	\$ -	\$ -
19	2511-6745900	REMOVAL OF SIDEWALK	SY	309.5	\$ 7,428.00	309.5	\$ 7,428.00	619	\$24.00	\$ 7,428.00
20	2511-7526004	SIDEWALK, P.C. CONCRETE, 4 IN.	SY	234.7	\$ 9,622.70	234.7	\$ 9,622.70	469.4	\$41.00	\$ 9,622.70
21	2511-7526006	SIDEWALK, P.C. CONCRETE, 6 IN.	SY	110.3	\$ 5,942.25	110.3	\$ 5,942.25	220.6	\$54.00	\$ 5,942.25
22	2511-7528101	DETECTABLE WARNINGS	SF	284.7	\$ 12,576.80	266	\$ 11,305.00	550.7	\$44.50	\$ 11,305.00
23	2512-1725256	CURB AND GUTTER, P.C. CONCRETE, 2.5 FT.	LF	29.5	\$ 1,431.75	0	\$ -	29.5	\$47.50	\$ 1,431.75
24	2512-1725256	CURB AND GUTTER, P.C. CONCRETE, 3.0 FT.	LF	0	\$ -	1	\$ 1,800.00	1	\$1,800.00	\$ 1,800.00
25	2523-0000310	HANDHOLES AND JUNCTION BOXES	EACH	6	\$ 960.00	3	\$ 480.00	9	\$54.00	\$ 918.00
26	2524-6765010	REMOVE AND REINSTALL SIGN AS PER PLAN	EACH	8	\$ 496.00	8	\$ 496.00	16	\$10.50	\$ 2,793.00
27	2524-6765110	REMOVE AND REINSTALL SIGN AS PER PLAN	LF	172.5	\$ 1,811.25	93.5	\$ 981.75	266	\$138.00	\$ 3,450.00
28	2524-9276010	PERFORATED SQUARE STEEL TUBE POSTS	EACH	16	\$ 2,208.00	9	\$ 1,242.00	25	\$138.00	\$ 3,450.00
29	2524-9276027	PERFORATED SQUARE STEEL TUBE POST ANCHOR, TRIANGULAR SLIP BASE ASSEMBLY	SF	68	\$ 897.00	48	\$ 621.00	116	\$53.00	\$ 1,511.00
30	2534-8935001	TYPE A SIGNS, SHEET ALUMINUM	EACH	11	\$ 605.00	7	\$ 385.00	18	\$55.00	\$ 990.00
31	2524-9252150	INSTALL PAVEMENT MARKING	STA	138.98	\$ 1,320.31	114.73	\$ 1,089.94	253.71	\$9.50	\$ 2,410.25
32	2527-9263109	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	EACH	23	\$ 3,586.00	78	\$ 3,080.00	101	\$175.00	\$ 2,905.00
33	2527-9263137	PAINTED SYMBOLS AND LEGENDS, WATERBORNE OR SOLVENT-BASED	STA	12.15	\$ 2,126.25	4.45	\$ 778.75	16.6	\$112.00	\$ 224.00
34	2527-9263180	PAVEMENT MARKINGS REMOVED	EACH	2	\$ 224.00	0	\$ -	2	\$112.00	\$ 224.00
35	2527-9263190	SYMBOLS AND LEGENDS REMOVED	LS	0.5	\$ 4,750.00	0.3	\$ 1,750.00	0.8	\$9,500.00	\$ 9,500.00
36	2528-8445110	TRAFFIC CONTROL	EACH	40	\$ 18,000.00	40	\$ 18,000.00	80	\$450.00	\$ 36,000.00
37	2528-8445113	FLAGGERS	LS	0.5	\$ 19,000.00	0.5	\$ 19,000.00	1	\$38,000.00	\$ 38,000.00
38	2533-4980005	MOBILIZATION	EACH	0	\$ -	9	\$ 1,800.00	9	\$200.00	\$ 1,800.00
39	2554-0213020	VALVE BOX EXTENSION	ACRE	0.01	\$ 310.00	0.07	\$ 2,170.00	0.08	\$91,000.00	\$ 2,480.00
40	2601-2634105	MULCHING, BONDED FIBER MATRIX	ACRE	0.01	\$ 730.00	0.07	\$ 5,110.00	0.08	\$73,000.00	\$ 5,840.00
41	2601-2636044	SEEDING AND FERTILIZING (URBAN)	LF	54	\$ 119.00	380	\$ 1,330.00	434	\$3.50	\$ 1,480.00
42	2602-0000308	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 3 IN. DIA.	LF	34	\$ 59.50	380	\$ 665.00	414	\$1.75	\$ 724.50
43	2602-0000350	REMOVAL OF PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE	LF	0	\$ -	380	\$ 665.00	380	\$1.75	\$ 665.00
				City Subtotal	\$ 248,427.61	State Subtotal	\$ 245,075.93	Total	\$ 493,503.54	

City Council Meeting
Prep. Date: 05/10/17
Preparer: Doug Herman



Agenda Item: 7
Agenda Date: 05/15/2017

Communication Page

Agenda Items Description: Resolution to approve naming of Private Drive serving Mike Kraus Development. (He requests consideration of "First Road")

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: Developer Mike Kraus requests consideration of "First Road" as name for private drive.

Background Information: It is not clear whether the Council has final say over private drive names but it does seem appropriate to at least have the Council in the loop when private drive names are discussed.

Most of the land being developed was owned by the First family and that is the reason Mike has suggested "First Road". Thoughts / considerations:

1. Would First Road be confused with 1st Street.
 - a. Ridgeview Road exists within the City limits and Ridgeview Drive in the Bacon Addition, has caused some confusion.
2. As it is not a through road, should the word "road" be changed to "Circle" or "Lane"?
3. Don't like the use of the word "First"?
4. Private Drive lined up with Locust Street, would Locust Street addresses be appropriate?

I will pass on to Mike that the Council will be considering this topic so that he may come provide his input if desired.

Staff Recommendation: I recommend that the Council consider request and options, working with the Developer to come up with an agreeable name.

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

RESOLUTION 17-__

Resolution to approve naming of Private Drive serving Mike Kraus development,
naming the Private Drive _____

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

WHEREAS, Mike Kraus is developing a condominium development off of Oak
Street, same to be served by a private drive, and he has requested that the Council
consider potential names for the private drive, and

WHEREAS, The City Council has considered a number of options, taking into
account the desires and requests of the developer, and has determined that the private
drive should be named _____

NOW, THEREFORE, BE IT RESOLVED that the City of Monticello does
hereby approve of _____ as the name for the private drive serving the
Kraus development and directs that said name appear on the final site plan and other
related documents.

IN TESTIMONY WHEREOF, I have hereunto subscribed my
name and caused the Great Seal for the City of Monticello, Iowa
to be affixed this 15th day of May, 2017.

Mayor Dena Himes

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting Prep. Date: 05/19/17 Preparer: Doug Herman		Agenda Item: # 8 Agenda Date: 05/15/17
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Communication Page

Agenda Items Description: Resolution to approve reporting of Employee Wages, calendar year ending Dec. 31st 2016.

Type of Action Requested: Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session												
Attachments & Enclosures: <table border="1" style="width: 100%;"> <tr><td>Proposed Resolution</td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>	Proposed Resolution			Fiscal Impact: <table border="1" style="width: 100%;"> <tr><td>Budget Line Item:</td><td>n/a</td></tr> <tr><td>Budget Summary:</td><td>n/a</td></tr> <tr><td>Expenditure:</td><td>n/a</td></tr> <tr><td>Revenue:</td><td>n/a</td></tr> </table>	Budget Line Item:	n/a	Budget Summary:	n/a	Expenditure:	n/a	Revenue:	n/a
Proposed Resolution												
Budget Line Item:	n/a											
Budget Summary:	n/a											
Expenditure:	n/a											
Revenue:	n/a											

Synopsis: State law mandates publishing of annual wages of City employees.

Background Information: The wages of City employees through Dec. 31, 2016 are set out in the proposed resolution. The publishing of this resolution is a state code requirement, and the format proposed is consistent with State requirements and past practices of the City

Recommendation:
I recommend that the proposed Resolution be moved, seconded, and approved.

RESOLUTION NO. 17-

The City Council of the City of Monticello, Iowa, a municipality organized and existing under the laws of the State of Iowa, met in regular session at the City Council Chambers, Monticello, Iowa, beginning at 6:00 p.m. on the 15th day of May, 2017.

Whereupon, the Mayor declared the following Resolution duly adopted. A Resolution entitled reporting all employees wages for calendar year ending December 31, 2016.

Samantha R. Ahlrichs	823.23	Pool	Madison G. Lambert	625.27	Pool/MBC
Sophia L. Ahlrichs	1749.38	Pool	Raleigh J. Lambert	2470.67	Pool
Julie A. Aldrich	8432.50	Library	Lilly L. Lambert-Lanczos	2435.77	Pool
Keeley J. Anderson	1922.82	Pool	Jeffrey T. Lavrenz	5448.15	Ambulance
Michael P. Bader	720.00	Fire	Jordan L. Lorenzen	489.50	Pool
Tamera L. Bartram	41215.45	MBC/Pool	Christina M. Lux	1200.00	Council
Rylee E. Bauer	569.50	Pool	Lori M. Lynch	52643.29	Ambulance
Tyler D. Eoheman	2058.12	Pool	Justin C. Martin	776.70	Pool
Michael L. Boysen	38788.36	Sanitation	Donald P. McCarthy	1500.00	Fire
Roger N. Brighton	52.80	Ambulance	Daniel J. McDonald	40755.20	Cemetery/Streets
Brody J. Brokaw	603.00	Pool	Taylor L. McDonough	2534.83	Pool
Thomas C. Brokaw IV	2759.28	Pool	Travis J. McNally	2010.75	Police
Brian P. Bronemann	2363.16	Ambulance	David B. McNeill	3213.20	Ambulance
Carter G. Bronemann	249.36	Ambulance	Brenda K. McTaggart-Surom	14690.94	Ambulance
Shalya M. Bronemann	975.97	Pool	Cody C. Menster	1058.51	MBC
Dawn M. Brus	47098.22	Ambulance	Madaline J. Monahan	1968.70	Pool
Shelly A. Chandler	29560.38	Ambulance	Tyler J. Nealson	1018.00	Pool
Cheryl M. Clark	42925.55	Clerk's Office	Brandy J. Nietert	1254.00	Pool
Elliott T. Eastburn	4018.80	San./Cem.	Jasper W. Nietert	504.00	Pool
Autry A. Fasnacht	679.75	Pool	Billy J. Norton	43275.33	Streets
Catelyn M. Feldmann	22.50	Police	Heather J. Paddock	19716.68	City Hall/MBC/Lib.
Tanner J. Felton	4220.00	San./Cem.	Robert S. Paulson	1200.00	Council
Corinne E. Gadiant	1690.70	Pool	Jacqueline A. Petersen	1580.36	Pool
Rachel K. Gadiant	2667.95	Pool	Traci A. Plummer	1584.86	Pool
Kyle D. Gassman	6247.19	Library	Brian L. Rechkemmer	2366.00	Ambulance
Michelle E. Gehl	606.88	Police	William J. Rieniets	369.00	Pool
David J. Goedken	1200.00	Council	Kaleb C. Rigby	335.50	Pool
Dawn M. Graver	55028.98	Police	Angela J. Rilling	495.36	Ambulance
Brian R. Hahn	23625.00	Ambulance	John T. Russ	1200.00	Council
Jaeden J. Hanssen	566.50	Pool	Christopher M. Sampson	11860.77	Ambulance
Benjamin L. Hein	1896.72	Ambulance	Abigail J. Schmerbach	1767.87	Pool
Douglas D. Herman	98104.95	City Admin.	Katie E. Schmerbach	949.50	Pool
Dena G. Himes	3600.00	Mayor	Penny M. Schmit	22665.72	Library
Sally M. Hinrichsen	61139.21	Clerk's Office	Timothy M. Schultz	42052.85	Water/Sewer
Erik J. Honda	44310.64	Police	Britt D. Smith	60783.84	Police
David A. Husmann	2364.00	Ambulance	Shawn D. Snaith	3187.30	Ambulance
Mary A. Intlekofer	51500.35	Ambulance	Sonya R. Sperfslage	3219.24	Pool
Ashley L. Jenkins	1087.00	Pool	Madonna M. Staner	35599.22	Police/Local Access
Harvey C. Johnson	49558.76	Ambulance	Brian J. Tate	53772.97	Police
Nicholas L. Kahler	42044.80	Sanitation	Christopher M. Taylor	37989.43	Sanitation
Marvin J. Kelchen	1200.00	Fire	Madonna S. Thoma-Kremer	13406.66	Library
Brandon J. Kent	49640.24	Ambulance	James D. Tjaden	49468.34	Water/Sewer
John D. Klein	1474.00	Police	Nanci R. Tuel	35192.79	Clerk's Office
Jordan M. Koos	48904.51	Police	Michelle L. Turnis	38304.24	Library
Hunter D. Kramer	1271.45	Pool	Robert M. Urbain	51417.67	Police
Brant M. LaGrange	50692.37	Public Works	Christopher J. Williams	6713.56	Ambulance

Spencer J. Williams	4488.00	San./Cem.	Thomas W. Yeoman	1200.00	Council
Mike J. Wink	1200.00	Fire	Wayne A. Yousse	43989.83	Streets
Brian R. Wolken	1200.00	Council	Sarah E. Zirkelbach	435.01	MBC
Jay M. Yanda	48356.46	Water/Sewer			

This resolution passed and approved this 15th day of May, 2017.

Dena G. Himes, Mayor

Sally Hinrichsen, City Clerk

City Council Meeting Prep. Date: 05/10/17 Preparer: Doug Herman		Agenda Item: 9 Agenda Date: 05/15/2017
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Communication Page

Agenda Items Description: Resolution to approve the acquisition of Credit Cards for various departments.

Type of Action Requested: Motion; Resolution; Ordinance; Report; Public Hearing; Closed Session													
Attachments & Enclosures: <table border="1" style="width: 100%;"> <tr><td>Proposed Resolution</td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>	Proposed Resolution				Fiscal Impact: <table border="1" style="width: 100%;"> <tr><td>Budget Line Item:</td><td>n/a</td></tr> <tr><td>Budget Summary:</td><td>n/a</td></tr> <tr><td>Expenditure:</td><td>n/a</td></tr> <tr><td>Revenue:</td><td>n/a</td></tr> </table>	Budget Line Item:	n/a	Budget Summary:	n/a	Expenditure:	n/a	Revenue:	n/a
Proposed Resolution													
Budget Line Item:	n/a												
Budget Summary:	n/a												
Expenditure:	n/a												
Revenue:	n/a												

Synopsis: The current City Credit Cards were acquired through Ohnward bank. The bank is changing the Credit Card provider and the City desires to add Credit Cards, both developments requiring action by the City Council.

Background Information: The City Council previously authorized the issuance of credit cards to the City Clerk, City Administrator, Police Chief, Library, and Ambulance Director. The City Administrator has never found a need to acquire a Credit Card, using the City Clerk credit card as necessary, and due to changes in the Ambulance Director position the current Director does not have a card and that department has a regular need for a credit card.

The proposed resolution approves of the acquisition of credit cards for the following departments:

1. City Clerk
2. City Administrator (Will not be getting one at this time.)
3. Police Chief
4. Ambulance Director
5. Monticello Public Library
6. Park and Recreation Director

The current credit limit per card is \$2,500 which is sufficient.

Staff Recommendation: I recommend that the Council approve the proposed Resolution authorizing the issuance of a credit card to the following department/staff: City Clerk, City Administrator, Police Chief, Ambulance Director, Monticello Public Library, and Park and Recreation Director.

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

RESOLUTION 17-__

Resolution to approve the acquisition of Credit Cards for various departments.

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

WHEREAS, the City previously approved the issuance of credit cards to a number of Departments, including the City Clerk, City Administrator, Police Chief, Ambulance Director, and Library, and

WHEREAS, In addition to the above, it has become apparent that the Park and Recreation Department also has a need for a credit card from time to time, and

WHEREAS, The Council finds it appropriate to have credit cards issued to City Clerk, City Administrator, Police Chief, Ambulance Director, Library, and Park and Recreation Director, each card to have a credit limit of \$2,500.

NOW, THEREFORE, BE IT RESOLVED that the City of Monticello does hereby approve of the application for and the acquisition of Credit Cards for the following departments/staff: City Clerk, City Administrator, Police Chief, Ambulance Director, Library, and Park and Recreation Director, each card to have a credit limit of \$2,500.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed this 15th day of May, 2017.

Mayor Dena Himes

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 05/10/17
Preparer: Doug Herman



Agenda Item: 12
Agenda Date: 05/15/2017

Communication Page

Agenda Items Description: Ordinance Re: Accessory Structure setbacks on alleyways.

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

Attachments & Enclosures:

Proposed Ordinance

Fiscal Impact:

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

Synopsis: Ordinance related to location of accessory buildings along alleyways.

Background Information: The Council recently changed the setback requirements for fences on alleyways, requiring that fences be set back 5' from the alleyway right-of-way and not exceed 8' in height.

Current City Code provisions allow for the construction of accessory structures as close as 3' to an alleyway right-of-way. (§165.13) With the recent changes to fence set-backs it seems appropriate to consider a similar provision related to accessory building/structure set-backs. (Wouldn't make much sense to push a fence off the alleyway 5' but allow a taller accessory building to be as close as 3'.)

Staff Recommendation: I recommend that the Ordinance be introduced in title only and that a Councilperson move the first approval of the Ordinance.

ORDINANCE NO. _____

An Ordinance Amending Chapter 165, Zoning Regulations, Monticello Code, by Amending Provisions Pertaining to Accessory Building, Structures, and Uses

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

Section 1: Chapter 165, Subsection 13 (165.13) currently reads as follows:

165.13 ACCESSORY BUILDINGS, STRUCTURES AND USES.

1. Time of Construction. No accessory building or structure shall be constructed on any lot more than one (1) year prior to the time of construction of the principal building to which it is accessory.
2. Percentage of Rear Yard Occupied. No detached accessory building or buildings shall occupy more than thirty (30) percent of the area of a rear yard.
3. *(Repealed by Ordinance No. 606 – Sep. 07 Supp.)*
4. Height of Accessory Buildings/Structures. Detached accessory buildings, structures, including satellite dish antennas, shall not exceed, under any circumstance, 25' in height. Any accessory building/structure shall meet the following property line setbacks, same being dependent upon the height of said building/structure.
 - A. Buildings/structures less than 15' in height shall be subject to a 3' side and rear yard setback.
 - B. Buildings/structures between 15' and 20' in height shall be subject to a 5' side and rear yard setback.
 - C. Buildings/structures between 20' and 25' in height shall be subject to a 10' side and rear yard setback.

4. Location on Lot. No accessory building or structure shall be erected in any front yard.
5. Swimming Pool Fences. No public or private swimming pool shall be erected unless the same be entirely enclosed by buildings, fences, or walls not less than four (4) nor more than eight (8) feet in height and of such construction that a child may not reach the pool from the street or from any adjacent property without opening a door or gate or scaling a wall or fence. Holes or openings in the fence shall be four (4) inches or less in least diameter. Such fences or walls shall be equipped with self-latching gates or doors. All doors from houses and garages to pool area must also be self-closing and self-latching.

Section 2: Chapter 165, Subsection 13 (165.13) Shall be amended to read as follows:

1. Time of Construction. No accessory building or structure shall be constructed on any lot more than one (1) year prior to the time of construction of the principal building to which it is accessory.
2. Percentage of Rear Yard Occupied. No detached accessory building or buildings shall occupy more than thirty (30) percent of the area of a rear yard.
3. *(Repealed by Ordinance No. 606 – Sep. 07 Supp.)*
4. Height of Accessory Buildings/Structures. Detached accessory buildings, structures, including satellite dish antennas, shall not exceed, under any circumstance, 25' in height. Any accessory building/structure shall meet the following property line setbacks, same being dependent upon the height of said building/structure **and whether or not the accessory building/structure is located adjacent to an alleyway right-of-way.**
 - A. Buildings/structures less than 15' in height shall be subject to a 3' side and rear yard setback **unless located adjacent to an alleyway right-of-way in which case the setback shall be 5' from the alleyway right-of-way.**
 - B. Buildings/structures between 15' and 20' in height shall be subject to a 5' side and rear yard setback.
 - C. Buildings/structures between 20' and 25' in height shall be subject to a 10' side and rear yard setback.
5. Location on Lot. No accessory building or structure shall be erected in any front yard.
6. Swimming Pool Fences. No public or private swimming pool shall be erected unless the same be entirely enclosed by buildings, fences, or walls not less than four (4) nor more than eight (8) feet in height and of such construction that a child may not reach the pool from the street or from any adjacent property without opening a door or gate or scaling a wall or fence. Holes or openings in the fence shall be four (4) inches or less in least diameter. Such fences or walls shall be equipped with self-latching gates

or doors. All doors from houses and garages to pool area must also be self-closing and self-latching.

Section 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

1st reading passed by the Council on this
2nd reading passed by the Council on this
3rd reading passed by the Council on this

Dena Himes, Mayor

Attest:

Sally Hinrichsen, City Clerk

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

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 05/10/17
Preparer: Doug Herman



Agenda Item: 13
Agenda Date: 05/15/2017

Communication Page

Agenda Items Description: Ordinance providing of the division of taxes levied on taxable property in the 2017 addition to the Monticello Urban Renewal Area, pursuant to §403.19 of the Code of Iowa.

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

Attachments & Enclosures:

Proposed Ordinance

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The proposed Ordinance is a necessary step to have the opportunity to collect “incremental” tax dollars from the new addition to the Monticello Urban Renewal Area.

Background Information: The Urban Renewal Area amendment, approved by Resolution earlier tonight, adds the Advancement Services property, the Energy property located to the east of the Advancement property, and the Orbis property. While the passage of this Ordinance adds the incremental value for the taxes collected on those properties to our TIF fund, if you will, allowing the City to capture those incremental taxes, it is very highly likely that the City will, as has been the case in the last number of years, not certify 100% of the eligible TIF increment, decertifying a significant sum, allowing said decertified portions to be paid out to the County, School, and other taxing entities as if they were not in the TIF District.

Staff Recommendation: I recommend that the proposed Ordinance be introduced in title only and that the second reading be approved.

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE 2017 ADDITION TO THE MONTICELLO URBAN RENEWAL AREA, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA

WHEREAS, the City Council previously enacted an ordinance entitled “An Ordinance Providing For The Division Of Taxes Levied On Taxable Property In The Monticello Urban Renewal Area of the City of Monticello, Iowa, Pursuant to Section 403.19 of the Code of Iowa”; and

WHEREAS, pursuant to that ordinance, the Monticello Urban Renewal Area in the City of Monticello was designated a “tax increment district”; and

WHEREAS, the City Council now desires to increase the size of the “tax increment district” by adding additional property;

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

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property in the 2017 Addition to the Monticello Urban Renewal Area of the City of Monticello, Iowa, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City of Monticello to finance projects in said area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

“City” shall mean the City of Monticello, Iowa.

“County” shall mean Jones County, Iowa.

“Urban Renewal Area” shall mean the entirety of the Monticello Urban Renewal Area as amended on October 5, 2010.

“Urban Renewal Area Amendment” shall mean the 2017 Addition to the Monticello Urban Renewal Area of the City of Monticello, Iowa, the boundaries of which are set out below, approved by the City Council by resolution adopted on the 1st day of May, 2017.

Lot 9, Industrial Park Addition to Monticello, Iowa;
Lot 10 of Industrial Park Addition to the City of Monticello, Jones County, Iowa, according to the recorded plat thereof; and
Lot 11 of Industrial Park Addition to the City of Monticello, Jones County, Iowa, according to the recorded plat thereof.

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the Urban Renewal Area Amendment. After the effective date of this ordinance, the taxes levied on the taxable property in the Urban Renewal Area Amendment each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the Urban Renewal Area Amendment is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the Urban Renewal Area Amendment, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the Urban Renewal Area Amendment on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the Urban Renewal Area Amendment to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area, and to provide assistance for low and moderate-income family housing as provided in Section 403.22, except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the Urban Renewal Area Amendment exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the Urban Renewal Area Amendment shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the Urban Renewal Area Amendment shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word “taxes” includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed and approved by the Council of the City of Monticello, Iowa, on the 15th day of May, 2017.

Dena Himes, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

MINUTES PROVIDING FOR PASSAGE
OF AN ORDINANCE ESTABLISHING
THE 2017 ADDITION TO THE
MONTICELLO URBAN RENEWAL
AREA TAX INCREMENT FINANCING
DISTRICT

(Ord.–Second Consideration)

Monticello, Iowa

May 15, 2017

The Monticello City Council, in Jones County, Iowa, met on the 15th day of May, 2017, at 6:00 o'clock p.m., at the Mary Lovell LeVar, Monticello Renaissance Center, Community Media Center, 220 East First Street, in the City.

The Mayor presided and the roll was called showing members present and absent, as follows:

Present: _____

Absent: _____

The Mayor announced that, on May 01, 2017, the Council had given its initial consideration to an ordinance entitled "Ordinance No. _____. An Ordinance providing for the division of taxes levied on taxable property in the 2017 Addition to the Monticello Urban Renewal Area of the City of Monticello, Iowa, pursuant to Section 403.19 of the Code of Iowa."

It was moved by Council Member _____ and seconded by Council Member _____ that "Ordinance No. _____, an Ordinance providing for the division of taxes levied on taxable property in the 2017 Addition to the Monticello Urban Renewal Area of the City of Monticello, Iowa, pursuant to Section 403.19 of the Code of Iowa", now be put upon its second passage. The Mayor put the question on the motion on the second passage and adoption of Ordinance No. _____ and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____

Whereupon, the Mayor declared the second reading of the Ordinance to have been approved.

There being no further business to come before the meeting, it was upon motion adjourned.

Dena Himes, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 05/10/17
Preparer: Doug Herman



Agenda Item: 14
Agenda Date: 05/15/2017

Communication Page

Agenda Items Description: Ordinance to amend Rear Yard Setback in M-1 Mfg. District (and potentially in C-1 and M-2 Districts) from 40 feet to 30 feet where property abuts non-residential property. (Potentially 2nd and 3rd Reading.)

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

Attachments & Enclosures:

Proposed Ordinance
Aerial site plan of Orbis property (for example)

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: While reviewing proposed site plan with Orbis representatives it was learned that they desired to construct the new warehouse utilizing a 30' rear yard setback.

Background Information: Because the proposed Orbis addition site plan proposes a 30' rear yard setback I discussed with the Orbis representatives three options as follows:

1. Change the site plan, recognizing a 40' rear yard setback.
2. Seek a variance which I proposed to be of unlikely success.
3. Suggest a change in the Code mandated setbacks from 40' to 30'

It is my understanding that the building must meet 30' setbacks to be compliant with fire related building construction rules and regulations. Our bulk requirements require that M-1 properties maintain the following setbacks:

Front: 30'
Side: 10' (Increased to 25' when adjacent to a residential district)
Side Corner Lot: 30'
Rear: 40'

While it only makes sense to change the ordinance if the Council finds that the change would not be inappropriate for all M-1 zoned properties, not just the Orbis property. It is my opinion that modifying the setback from 40' to 30' for those instances where an M-1 property abuts non-residential district properties to be appropriate. (Taking into account that we allow a 25' side yard setback when abutting residential districts, this change doesn't seem problematic.)

C-1 and M-2 also have 40' rear yard setback requirements and it may be appropriate to consider a reduction in those setbacks as well.

Staff Recommendation: I recommend the introduction of the proposed ordinance and if the Council is comfortable with the Ordinance, that the Council consider the waiver of the requirement that an ordinance be separately considered three times and that the 2nd and 3rd reading of the Ordinance be approved at tonight's meeting. (Orbis' time frame to finalize building plans, commence construction, and finish the project would benefit by the waiver of the 3rd reading.)

Preparer: Doug Herman, Monticello City Admin. 200 E. 1st St., Monticello, IA 52310; 319.465.6435
Return to: Doug Herman, Monticello City Admin. 200 E. 1st St., Monticello, IA 52310

ORDINANCE NO. _____

An Ordinance amending the Monticello Code of Ordinances, by amending Chapter 165.29, "Bulk Requirements"

WHEREAS, The City of Monticello finds as follows:

- A. That the existing Bulk Requirements, set forth in Table 1 referenced by §165.29 of the Monticello Code of Ordinances, currently requires that property zoned M-1, M-2, and C-1 meet a 40' rear yard setback to all other adjoining properties, regardless of the zoning classification of the adjoining property.
- B. That the Council finds that a reduction in the rear yard setback from 40' to 30' is appropriate so long as the rear yards of properties zoned M-1, M-2, or C-1 abut other properties with a zoning classification of M-1, M-2, or C-1.

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

A. Table 1, as referenced by Chapter 165, section 165.29(1), Bulk Requirements, shall be amended to provide that the required rear yard setback for properties with a zoning classification of M-1, M-2, and C-1 shall be 30', reduced from the current requirement of 40', when said rear yard abuts property that is also zoned M-1, M-2, or C-1. The 40' rear yard setback requirement shall remain of full force and effect for those circumstances where an M-1, M-2, or C-1 property abut any property that is zoned anything but M-1, M-2, or C-1.

B. Repealer:

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

C. Severability:

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

D. Effective Date

This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

1st reading passed by the Council on this _____.

2nd reading passed by the Council on this _____.

3rd reading passed by the Council on this _____.

Dena Himes, Mayor

Attest:

Sally Hinrichsen, City Clerk

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

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 05/10/17
Preparer: Doug Herman



Agenda Item: Reports
Agenda Date: 05/15/2017

Communication Page

Agenda Items Description: Misc. Reports

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

Attachments & Enclosures:

- | |
|--|
| Rental Prop. Inspection forms |
| Park and Rec. Soccer Report |
| City / Fair Agrmt. Re: CSB Youth Dev. Center |
| Airport Signage / Engraving |
| |

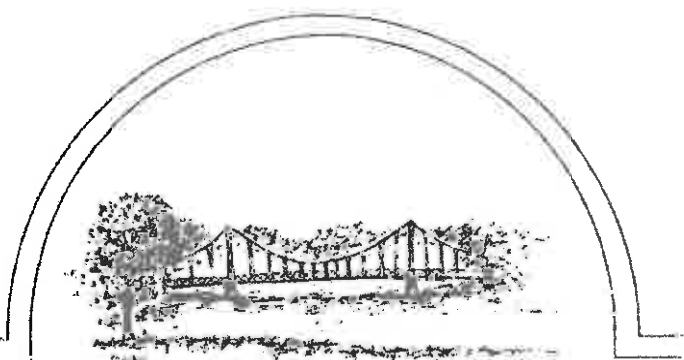
Fiscal Impact:

- | | |
|-------------------|--|
| Budget Line Item: | |
| Budget Summary: | |
| Expenditure: | |
| Revenue: | |

- **Fence at 505 S. Chestnut Street:** The fence at this property is not in great shape, abuts a street on the rear yard ROW, and is located in the ROW. Property owners are planning to fill the pool located in the back yard and to thereafter bring the fence into compliance. This will happen by fall.
- **Fence at 503 S. Chestnut Street:** The fence at this property is not in great shape, abuts a street on the rear yard ROW, and is located in the ROW. Property owner, Angie Loney, indicates that she had a permit to put the fence there and that Diz Edwards was on site with her. (Approximately 15 years ago.) Her fence is not as far into the ROW as the 505 S. Chestnut fence, however, it is well into the ROW. She indicated that the fence posts were cemented down and that to move them would require expense she did not feel responsible for based upon building permit form the past. She did indicate that the fence needed new panels and that she was planning to make those replacements / repairs very soon. I am looking for Council input. Should we require the fence to be moved by a date certain regardless of the posts/concrete issue? (Neither Angie or the City would have the permit from 15 years ago.)
- **Tree Board Opening:** One opening remains.
- **ECIA Board Openings:** City may appoint two members to the ECIA Board. (meets in Dubuque We have not had members on this Board for a couple of years. I have never attended an ECIA meeting. I do attend, with some regularity, ECICOG meetings in Cedar Rapids, which is a similar entity. (Council members and employees are not eligible.
- **Berndes Door:** To add ½ glass to NW door will cost less than \$300 additional.

- **City Fountain:** I have received more detail from 151 Landscape and will be seeking bids to re-do the fountain and to “repair” the fountain as is. Hope to have numbers soon.
- **Al Hughes Property:** No new developments at press.
- **Rental Property Registration and Inspection:** I have provided documents from Charles City’s rental inspection process to give you a feel for how other Cities approach this issue.
- **Engineer Report:** I have asked Patrick/Casey/Troy to provide an update on all pending projects, timelines, hurdles, etc.
- **Park and Rec. Soccer Report:** See attached report from Park and Rec. Dpt. related to Soccer activities.
- **County P & Z:** County is re-zoning various properties in the County that appear to be zoned inconsistent with their use. A meeting will be held on Wednesday May 17th at the Berndes Center at 6:00 p.m. for anyone interested. (The City PW building is on the list to be changed from R-1 to P, for Public, however, with the annexation likely to be completed at tonight’s meeting this change will no longer be an issue.)
- **Extension Rental Agreement / US Cellular Small Cell Site Agreement:** When the Citizens State Bank YDC was being planned the City agreed to provide the land for the building in return for a potential share of rentals from the building, amongst other conditions. (A share of rent was to be paid to the City when the Berndes Center was available for rent but not rented in lieu of the YDC.) I am not sure how well Tami did with regard to the review of Berndes / YDC records, however, John Harms reports having paid sums to the City in past years. It seems that we have received in the neighborhood of approx. \$500 to \$600 per year. The new agreement with US Cellular has resulted in significant installations of fiber and equipment on the grounds, in the Berndes Center, on fair owned structures (Amphitheater and utility poles for example) and the City has a lease agreement with them that will pay the City the sum of \$3,000 per year. John Harms suggests that the Fair should be entitled to some of the rent from US Cellular but that in lieu of receiving a portion of that rent that we should instead forego the process of reviewing books between Berndes Center and YDC and end the rent reimbursement/sharing program. Nearly all of the US Cell equipment is on City owned property (Amp. Is on City property itself) and a good chunk of one of the Berndes Center storage areas has been set aside for US Cell. Racks and equipment that the City Electric meter will cover. (Cost not thought to be significant, but will to some extent be eaten up by rent, however, we negotiated a higher rent to cover some electric use.) Does the Council wish to consider the modification of the cost sharing agreement?
- Mike Deutmeyer proposes to donate engraving at the airport, with engraving on the back of the Weber Stone entry sign that would say, “Have a Safe Flight” and engraving in existing stone on the Terminal Building that would say “Welcome to Monticello”. The exact graphic and design is not yet complete, but in general are there opinions or objections. This would be at no upfront cost to the City.

CITY of CHARLES CITY



RENTAL HOUSING REGISTRATION APPLICATION

Rental Property Address _____ Unit(s) ID# _____

Date of Application ___/___/___ New Rental Registration Renewal Registration
 Transfer of Owner

RESPONSIBLE LOCAL MANAGER	
This person is authorized to act on behalf of the owner concerning all matters of compliance with local ordinances and to receive all communications from the City and to respond on behalf of the owner.	
Name: _____	Phone: _____
Address: _____	Cell: _____
City, State, Zip: _____	
E-mail: _____	

OWNER INFORMATION	
(If Different than Responsible Local Manager)	
Name: _____	Phone: _____
Address: _____	Cell: _____
City, State, Zip: _____	
E-mail: _____	

REGISTRATION FEE: \$25.00 PER RENTAL UNIT

PLEASE MAKE CHECKS PAYABLE TO: CITY of CHARLES CITY

Send Payment With Completed
Registration Form To:

City of Charles City
Code Enforcement Department
105 Milwaukee Mall
Charles City, IA 50616

Signature of Owner or Responsible Local Manager (Required)

*I certify that this information is true and complete to the best of my knowledge and that I have received a copy of the City Of Charles City, Rental Housing Inspection Ordinance.

(OVER)

CASH _____	CHECK _____	Registration ID: RI- _____
CHECK # _____		

(For Office Use Only)

105 MILWAUKEE MALL

CHARLES CITY, IOWA 50616

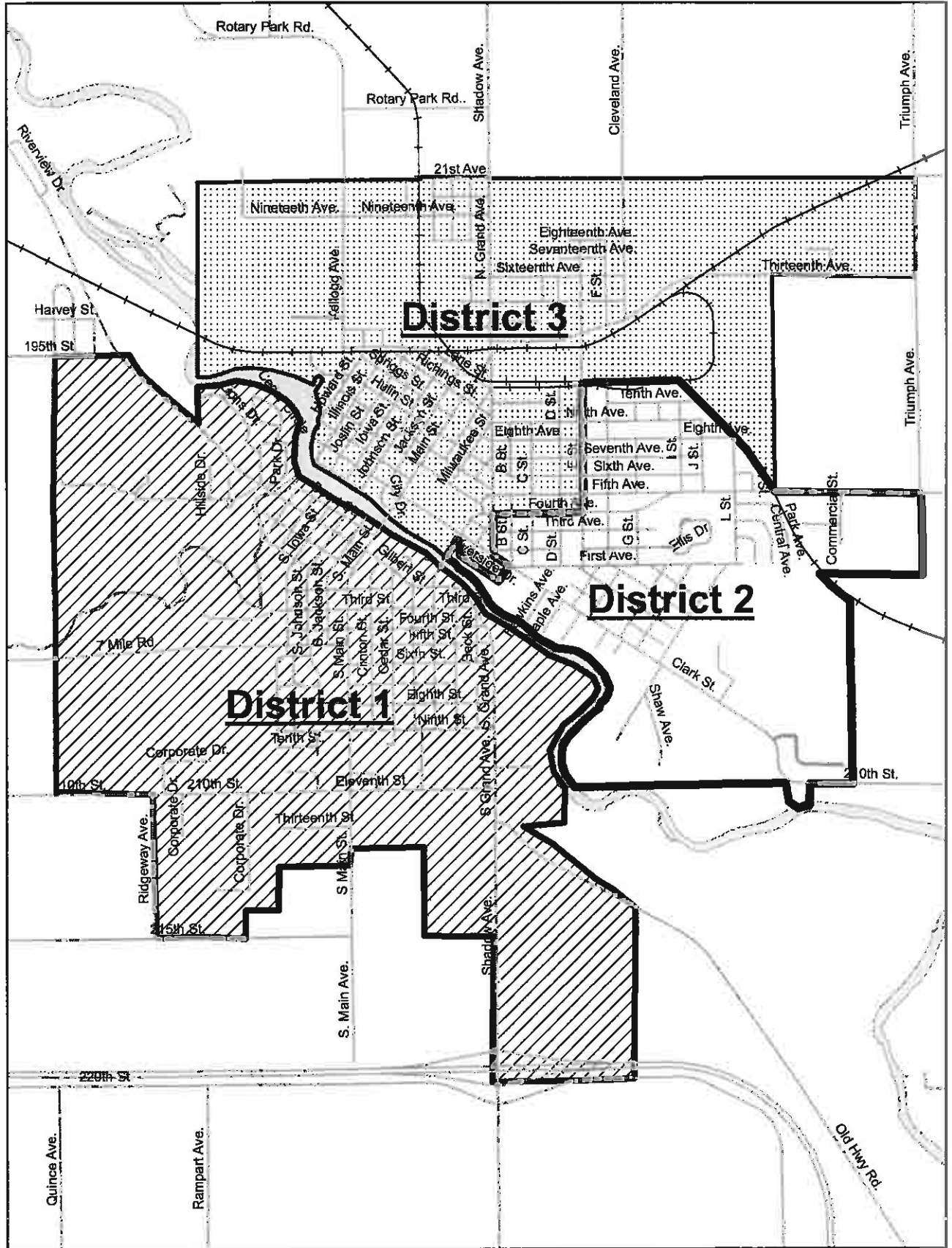
(641) 257-6300

This form shall be effective as a temporary rental permit for the unit or units described above, and for a period commencing on the date that this application is filed and continuing until a date 30 days after the first inspection is completed of each unit. This temporary permit shall be subject to revocation for any unit that does not timely register with the City of Charles City as required by ordinance.

Upon completion of the first inspection of a unit (and resolution of any non-conforming conditions) a rental permit shall be issued for the unit effective for a period of one year subject to compliance with the provisions of the Rental Inspection Ordinance.

Code Enforcement Officer

Charles City Rental Housing Inspection Districts



**CITY OF CHARLES CITY
RENTAL HOUSING INSPECTION PROGRAM**

**SUMMARY of APPLICABLE PROVISIONS of the INTERNATIONAL PROPERTY MAINTENANCE CODE 2012
EXPLANATION OF CHECKED ITEMS**

All information included herein are referenced from the following:
INTERNATIONAL CODE COUNCIL, INC.
INTERNATIONAL PROPERTY MAINTENANCE CODE
2012 EDITION
COPYRIGHT 2011

1.) 302.5 Rodent harborage

All Structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After pest elimination, proper precautions shall be taken to eliminate rodent harborage and prevent infestation.

2.) 304.1.1 Unsafe conditions, exterior structure

The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

- 1.) The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength;
- 2.) The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
- 3.) Structures or components thereof that have reached their limit state;
- 4.) Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors, and skylights are not maintained, weather resistant, or tight;
- 5.) Structural members that have evidence of deterioration or that are not capable of safely supporting all nominal loads and load effects;
- 6.) Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored, or are not capable of supporting all nominal loads and resisting all load effects;
- 7.) Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks, or breaks and loose or rotting materials, are not properly anchored, or are not capable of supporting all nominal loads and resisting all load effects;
- 8.) Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue, or without proper

anchorage and incapable of supporting all nominal loads and resisting all load effects;

- 9.) Flooring and flooring components with defects that effect serviceability and flooring components that show signs of deterioration or fatigue, are not properly anchored, or are incapable of supporting all nominal loads and resisting all load effects;
- 10.) Veneer, cornices, belt courses, corbels, trim, wall facings, and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects;
- 11.) Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes, and exhaust ducts not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects;
- 12.) Exterior stairs, decks, porches, balconies, and all similar appurtenances attached thereto, including guards and handrails, are not structurally sound, not properly anchored, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects; or
- 13.) Chimneys, cooling towers, smokestacks, and similar appurtenances not structurally sound, are not properly anchored, or that anchored with connections not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

- 1.) When substantiated otherwise by an approved method.
- 2.) Demolition of unsafe conditions shall be permitted when approved by the code official.

3.) 304.3 Premises Identification

Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm).

4.) 304.13 Window, skylight, and door frames

Every window, skylight, door, and frame shall be kept in sound condition, good repair, and weather tight.

5.) 304.15 Doors

All exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3.

6.) Section 304.18 Building security

Doors, windows, or hatchways for dwelling units, room units, or housekeeping units shall be provided with devices designed to provide security for the occupant and property within.

7.) Section 305 Interior structure

305.1 General

The interior of a structure and equipment shall be maintained in good repair, structurally sound, and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units, or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

305.1.1 Unsafe conditions

The following conditions shall be determined to be unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

- 1.) The nominal strength of any structural member is exceeded by nominal loads, the effects or the required strength;
- 2.) The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
- 3.) Structures or components thereof that have reached their limit state;
- 4.) Structural members are incapable of supporting nominal loads and load effects;
- 5.) Stairs, landings, balconies, and all similar walking surfaces, including guards and handrails, are not structurally sound, not properly anchored, or are anchored with connections not capable of supporting all nominal loads and resisting all load effects;
- 6.) Foundation systems that are not firmly supported by footings are not plumb and free from open cracks and breaks, are not properly anchored or, are not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

- 1.) When substantiated otherwise by an approved method.
- 2.) Demolition of unsafe conditions shall be permitted when approved by the code official.

305.2 Structural members

All structural members shall be maintained structurally sound, and be capable of supporting imposed loads.

305.3 Interior surfaces

All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking, or abraded paint shall be repaired or covered. Cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.

305.4 Stairs and walking surfaces

Every stair, ramp, landing, balcony, porch, deck, or other walking surface shall be maintained in sound condition and good repair.

305.5 Handrails and guards

Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

305.6 Interior doors

Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers, or tracks as intended by the manufacturer of the attachment hardware.

8.) Section 306 Component serviceability

306.1 General

The components of a structure and equipment therein shall be maintained in good repair, structurally sound, and in good sanitary condition.

306.1.1 Unsafe Conditions

Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* as required for existing buildings:

1.) Soils that have been subjected to any of the following conditions:

1.1) Collapse of footing or foundation system;

- 1.2) Damage to footing, foundation, concrete, or other structural element due to soil expansion;
- 1.3) Adverse effects to the design strength of footing, foundation, concrete, or other structural element due to a chemical reaction from the soil;
- 1.4) Inadequate soil as determined by a geotechnical investigation;
- 1.5) Where the allowable bearing capacity of the soil is in doubt; or
- 1.6) Adverse effects to the footing, foundation, concrete, or other structural element due to the ground water table.

2.) Concrete that has been subjected to any of the following conditions:

- 2.1) Deterioration;
- 2.2 Ultimate deformation;
- 2.3 Fractures;
- 2.4 Fissures;
- 2.5 Spalling;
- 2.6 Exposed reinforcement; or
- 2.7 Detached, dislodged, or failing connections.

3.) Aluminum that has been subjected to any of the following conditions:

- 3.1 Deterioration;
- 3.2 Corrosion;
- 3.3 Elastic Deformation;
- 3.4 Ultimate deformation;
- 3.5 Stress or strain cracks;
- 3.6 Joint fatigue; or
- 3.7 Detached, dislodged, or failing conditions.

4.) Masonry that has been subjected to the following conditions:

- 4.1 Deterioration;
- 4.2 Ultimate deformation;
- 4.3 Fractures in masonry or mortar joints;
- 4.4 Fissures in masonry or mortar joints;
- 4.5 Spalling;
- 4.6 Exposed reinforcement; or
- 4.7 Detached, dislodged, or failing connections.

5.) Steel that has been subjected to any of the following conditions:

- 5.1 Deterioration;
- 5.2 Elastic deformation;
- 5.3 Ultimate deformation;
- 5.4 Metal fatigue; or
- 5.5 Detached, dislodged, or failing conditions.

6.) Wood that has been subjected to the following conditions:

- 6.1 Ultimate deformation;
- 6.2 Deterioration;
- 6.3 Damage from insects, rodents, and other vermin;
- 6.4 Fire damage beyond charring;
- 6.5 Significant splits and cracks;
- 6.6 Horizontal shear cracks;
- 6.7 Vertical shear cracks;
- 6.8 Inadequate support;
- 6.9 Detached, dislodged, or failing connections; or
- 6.10 Excessive cutting and notching.

Exceptions:

- 1.) When substantiated otherwise by an approved method.
- 2.) Demolition of unsafe conditions shall be permitted when approved by the code official.

9.) Section 307 Handrails and guardrails

307.1 General

Every exterior and interior flight of stairs having more than four risers, (amended by the City of Charles City to say, "more than three"), shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp, or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards. Handrails shall not be less than 30 inches (762 mm) in height or more than 42 inches (1067 mm) in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 30 inches (762 mm) in height above the landing, balcony, porch, deck, ramp, or other walking surface.

Exception:

Guards shall not be required where exempted by the adopted building code.

10.) Section 402.2 Common halls and stairways

Every common hall and stairway in residential occupancies, other than in one and two-family dwellings, shall be lighted at all times with at least a 60 watt standard incandescent light bulb for each 200 square feet (19 m²) of floor area or equivalent illumination, provided that the spacing between lights shall not be greater than 30 feet (9144 mm). In other than residential occupancies, means of egress, including exterior means of egress, stairways shall be illuminated at all times the building space served by

the means of egress is occupied with a minimum of 1 foot-candle (11 lux) at floors, landings, and treads.

11.) Section 403.2 Bathrooms and toilet rooms

Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by Section 403.1*, except that a window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by a mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated.

***403.1 Habitable spaces (Section 403 Ventilation)**

Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 402.1**.

Exception:

Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but a minimum of 25 square feet (2.33 m²). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.

****402.1 Habitable spaces (Section 402 Light)**

Every habitable space shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total glazed area for every habitable space shall be 8 percent of the floor area of such room. Wherever walls or other portions of a structure face a window of any room and such obstructions are located less than 3 feet (914 mm) from the window and extend to a level above the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room.

Exception:

Where natural light for rooms or spaces without exterior glazing areas is provided through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but a minimum of 25

square feet (2.33 m²). The exterior glazing area shall be based on the total floor area being served.

12.) Section 403.5 Clothes dryer exhaust (Ventilation)

Clothes dryer exhaust systems shall be independent of all other systems and shall be exhausted outside the structure in accordance with the manufacturer's instructions.

Exception:

Listed and labeled condensing (ductless) clothes dryers.

13.) Section 504 Plumbing systems and fixtures

[P] 504.1 General

All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary, and functional condition.

[P] 504.2 Fixture clearances

Plumbing fixtures shall have adequate clearances for usage and cleaning.

[P] 504.3 Plumbing system hazards

Where it is found that a plumbing system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, inadequate venting, cross connection, back siphoning, improper installation, deterioration, damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

14.) Section 505 Water supply

505.1 General

Every sink, lavatory, bathtub or shower, drinking fountain, water closet, or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the *International Plumbing Code*.

[P] 505.2 Contamination

The water supply shall be maintained free from contamination, and all water inlets for plumbing fixtures shall be located above the flood-level rim of the fixture. Shampoo basin faucets, janitor sink faucets, and other hose bibs or faucets to which hoses are attached and left in place, shall be protected by an approved atmospheric-type vacuum breaker or an approved permanently attached hose connection vacuum breaker.

505.3 Supply

The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices, and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.

505.4 Water heating facilities

Water heating facilities shall be properly installed, maintained, and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower, and laundry facility at a minimum temperature of 110 degrees F (43 degrees C). A gas burning water heater shall not be located in any bathroom, toilet room, bedroom, or other occupied room normally kept closed, unless adequate combustion air is provided. An approved combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.

15.) Section [P] 506.1 General (Sanitary Drainage System)

All plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage disposal system.

16.) Section [P] 506.2 Maintenance (Sanitary drainage system)

Every plumbing stack, vent, waste, and sewer line shall function properly and be kept free from obstructions, leaks, and defects.

17.) Section 602 Heating facilities

602.1 Facilities required

Heating facilities shall be provided in structures as required by this section.

602.2 Residential occupancies

Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68 degrees F (20 degrees C) in all habitable rooms, bathrooms, and toilet rooms based on the winter outdoor design temperature for the

locality indicated in Appendix D of the *International Plumbing Code*. Cooking appliances shall not be used, nor shall portable unvented fuel-burning space heaters be used, as a means to provide required heating.

Exception:

In areas where the average monthly temperatures is above 30 degrees F (-1 degree C), a minimum temperature of 65 degrees F (18 degrees C) shall be maintained.

602.3 Heat supply

Every owner and operator of any building who rents, leases, or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from November 1 through April 1 to maintain a minimum temperature of 68 degrees F (20 degrees C) in all habitable rooms, bathrooms and toilet rooms.

Exceptions:

- 1.) When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the *International Plumbing Code*.
- 2.) In areas where the average monthly temperatures is above 30 degrees F (-1 degree C), a minimum temperature of 65 degrees F (18 degrees C) shall be maintained.

602.4 Occupiable work spaces

Indoor occupiable work spaces shall be supplied with heat during the period from November 1 through April 1 to maintain a minimum temperature of 65 degrees F (18 degrees C) during the period the spaces are occupied.

Exceptions:

- 1.) Processing, storage, and operation areas that require cooling or special temperature conditions.
- 2.) Areas in which persons are primarily engaged in vigorous physical activities.

602.5 Room temperature measurement

The required room temperatures shall be measured 3 feet (914 mm) above the floor near the center of the room and 2 feet (610 mm) inward from the center of each exterior wall.

18.) Section 603 Mechanical equipment

603.1 Mechanical appliances

All mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances, and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.

603.2 Removal of combustion products.

All fuel-burning equipment and appliances shall be connected to an approved chimney or vent.

Exception:

Fuel-burning equipment and appliances which are labeled for unvented operation.

603.3 Clearances

All required Clearances to combustible materials shall be maintained.

603.4 Safety controls

All safety controls for fuel-burning equipment shall be maintained in effective operation.

603.5 Combustion air

A supply of air for complete combustion of the fuel and for ventilation of the space containing the fuel burning equipment shall be provided for the fuel-burning equipment.

603.6 Energy conservation devices

Devices intended to reduce fuel consumption by attachment to a fuel-burning appliance, to the fuel supply line thereto, or to the vent outlet or vent piping therefrom, shall not be installed unless labeled for such purpose and the installation is specifically approved.

19.) Section 604 Electrical facilities

604.1 Facilities required

Every occupied building shall be provided with an electrical system in compliance with the requirements of this section and Section 605.

604.2 Service

The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with NFPA 70. Dwelling units shall be served by 3 wire, 120/240 volt, single-phase electrical service having a minimum rating of 60 amperes.

604.3 Electrical system hazards

Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

604.3.1 Abatement of electrical hazards associated with water exposure

The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to water.

604.3.1.1 Electrical equipment

Electrical distribution equipment, motor circuits, power equipment, transformers, wire, cable, flexible cords, wiring devices, ground fault circuit interrupters, surge protectors, molded case circuit breakers, low-voltage fuses, luminaries, ballasts, motors and electric control, signaling, and communication equipment that have been exposed to water shall be replaced in accordance with the provisions of the *International Building Code*.

Exception:

The following equipment shall be allowed to be repaired where an inspection report from the equipment manufacturer or approved manufacturer's representative indicates that the equipment has not sustained damage that requires replacement:

- 1.) Enclosed switches, rated a maximum of 600 volts or less;
- 2.) Busway, rated a maximum of 600 volts;
- 3.) Panelboards, rated a maximum of 600 volts;
- 4.) Switchboards, rated a maximum of 600 volts;
- 5.) Fire pump controllers, rated a maximum of 600 volts;
- 6.) Manual and magnetic motor controllers;
- 7.) Motor control centers;
- 8.) Alternating current high-voltage circuit breakers;
- 9.) Low-voltage power circuit breakers;
- 10.) Protective relays, meters, and current transformers;
- 11.) Low- and medium-voltage switchgear;

- 12.) Liquid filled transformers;
- 13.) Cast-resin transformers;
- 14.) Wire or cable that is suitable for wet locations and whose ends have not been exposed to water;
- 15.) Wire or cable, not containing fillers, that is suitable for wet locations and whose ends have not been exposed to water;
- 16.) Luminaries that are listed as submersible;
- 17.) Motors;
- 18.) Electronic control, signaling and communication equipment.

604.3.2 Abatement of electric hazards associated with fire exposure.

The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to fire.

604.3.2.1 Electrical equipment

Electrical switches, receptacles and fixtures, including furnace, water heating, security system and power distribution circuits, that have been exposed to fire, shall be replaced in accordance with the provisions of the *International Building Code*.

Exception:

Electrical switches, receptacles and fixtures that shall be allowed to be repaired where an inspection report from the equipment manufacturer or approved manufacturer's representative indicates that the equipment has not sustained damage that requires replacement.

20.) Section 605 Electrical Equipment

605.1 Installation

All electrical equipment, wiring, and appliances shall be properly installed and maintained in a safe and approved manner.

605.2 Receptacles

Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area shall contain at least one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall contain at least one receptacle. Any new bathroom receptacle outlet shall have ground fault circuit interrupter protection. All receptacle outlets shall have the appropriate faceplate cover for the location.

605.3 Luminaries

Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room, and furnace room shall contain at least one electric luminaire. Pool and spa luminaries over 15 Volts shall have ground fault circuit interrupter protection.

605.4 Wiring

Flexible cords shall not be used for permanent wiring, or for running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings.

21.) 606.2 Elevators

In buildings equipped with passenger elevators, at least one elevator shall be maintained in operation at all times when the building is occupied.

Exception:

Buildings equipped with only one elevator shall be permitted to have the elevator temporarily out of service for testing or servicing.

22.) [F] 702.1 General (Means of egress)

A safe, continuous, and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the *International Fire Code*.

23.) [F] 702.3 Locked doors (Means of egress)

All means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge, or effort, except where the door hardware conforms to that permitted by the *International Building Code*.

24.) Section 704 Fire protection systems

[F] 704.1 General

All systems, devices, and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with the *International Fire Code*.

[F] 704.1.1 Automatic sprinkler systems

Inspection, testing, and maintenance of sprinkler systems shall be in accordance with NFPA 25.

[F] 704.2 Smoke alarms

Single- or multiple-station smoke alarms shall be installed and maintained in Group R or I-1 occupancies, regardless of occupant load at all of the following locations:

- 1.) On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.
- 2.) In each room used for sleeping purposes.
- 3.) In each story within a dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

[F] 704.3 Power source

In Group R or I-1 occupancies, single-station smoke alarms shall receive their primary power from the building wiring provided that such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms shall emit a signal when the batteries are low. Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection.

Exception:

Smoke alarms are permitted to be solely battery operated in buildings where no construction is taking place, buildings that are not served from a commercial power source, and in existing areas of buildings undergoing alterations or repairs that do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space, or basement available which could provide access for building wiring without the removal of interior finishes.

[F] 704.4 Interconnection

Where more than one smoke alarm is required to be installed within an individual dwelling unit in Group R or I-1 occupancies, the smoke alarms shall be interconnected in such a manner that the activation of one alarm will activate all the alarms in the individual unit. Physical interconnection of smoke alarms shall not be required where listed wireless alarms are installed and all alarms sound upon activation of one alarm. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed.

Exceptions:

- 1.) Interconnection is not required in buildings which are not undergoing alterations, repairs, or construction of any kind.
- 2.) Smoke alarms in existing areas are not required to be interconnected where alterations or repairs do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space, or basement available which could provide access for interconnection without the removal of interior finishes.

Living Room	Yes Pass	No Fail	In- Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
605 - Electrical Hazards					

Kitchen	Yes Pass	No Fail	In- Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
605 - Electrical Hazards					

Bathroom	Yes Pass	No Fail	In- Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
403.2 - Ventilation					
605 - Electrical Hazards					

Other Rooms Used For Living and Halls	Room Codes: 1 = Bedroom or Any Other Room Used For Sleeping; 2 = Dining Room or Dining Area; 3 = 2 nd Living Room, Family Room, Den, Playroom, TV Room; 4 = Entrance Hall, Corridors, Halls, Staircases; 5 = Additional Bathroom; 6 = Other				
Room Code ____ & Location:	(Circle One) Left/ Center/Right	(Circle One) Front/Center/Rear	Floor Level ____		
	Yes Pass	No Fail	In-Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
605 - Electrical Hazards					

Other Rooms Used For Living and Halls	Room Codes: 1 = Bedroom or Any Other Room Used For Sleeping; 2 = Dining Room or Dining Area; 3 = 2 nd Living Room, Family Room, Den, Playroom, TV Room; 4 = Entrance Hall, Corridors, Halls, Staircases; 5 = Additional Bathroom; 6 = Other				
Room Code ____ & Location:	(Circle One) Left/ Center/Right	(Circle One) Front/Center/Rear	Floor Level ____		
	Yes Pass	No Fail	In-Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
605 - Electrical Hazards					

Additional Comments:

Other Rooms Used For Living and Halls	Room Codes: 1 = Bedroom or Any Other Room Used For Sleeping; 2 = Dining Room or Dining Area; 3 = 2 nd Living Room, Family Room, Den, Playroom, TV Room; 4 = Entrance Hall, Corridors, Halls, Staircases; 5 = Additional Bathroom; 6 = Other				
Room Code ____ & Location:	(Circle One) Left/ Center/Right		(Circle One) Front/Center/Rear		Floor Level ____
	Yes Pass	No Fail	In-Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
605 - Electrical Hazards					

Other Rooms Used For Living and Halls	Room Codes: 1 = Bedroom or Any Other Room Used For Sleeping; 2 = Dining Room or Dining Area; 3 = 2 nd Living Room, Family Room, Den, Playroom, TV Room; 4 = Entrance Hall, Corridors, Halls, Staircases; 5 = Additional Bathroom; 6 = Other				
Room Code ____ & Location:	(Circle One) Left/ Center/Right		(Circle One) Front/Center/Rear		Floor Level ____
	Yes Pass	No Fail	In-Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
605 - Electrical Hazards					

Additional Comments:

Basement	Yes Pass	No Fail	In- Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
605 - Electrical Hazards					

HVAC, Plumbing, Electrical	Yes Pass	No Fail	In- Conc.	Comment	Final Approval Date: (mm/dd/yy)
504 - Plumbing Systems					
505 - Water System					
506.1 - Sanitary Sewer					
506.2 - Sewer Maintenance					
602 - Heating Facilities					
603 - Mechanical Equipment					
604 - Electrical Facilities					

Additional Comments:

General Health and Safety	Yes Pass	No Fail	In-Conc.	Comment	Final Approval Date: (mm/dd/yy)
302.5 - Rodent Harborage					
304.1.1 - Exterior; Unsafe Conditions					
304.3 - Premises Identification					
306 - Component Serviceability					
307 - Handrails; Interior, Exterior					
402.2 - Common Halls and Stairways					
403.5 - Dryer Exhaust					
604 - Electrical Facilities					
606.2 - Elevators					
702.1 - General Means of Egress					
702.3 - Egress; Locked Doors					
704 - Fire Protection					

2nd Bathroom	Yes Pass	No Fail	In-Conc.	Comment	Final Approval Date: (mm/dd/yy)
304.13 - Windows					
304.15 - Doors					
304.18 - Security					
305 - Interior Conditions (Ceiling, Wall, and Floor)					
403.2 - Ventilation					
605 - Electrical Hazards					

2017 Spring Soccer

Participants

100 Big Kickers (9 Coaches) - 8 teams

85 Defenders (11 Coaches) - 7 teams

80 Lil Kickers (12 Coaches) - 8 teams

Revenue

Participants	=	265 x \$20	=	\$5,300.00
Pictures	=	125 x \$5	=	\$625.00
Total Revenue			=	\$5,925.00

Expenses

Paint	=	3 boxes x \$47.88	=	\$143.64
T-Shirts	=	297 shirts x \$1.83	=	\$543.51
Pictures	=	125 x \$1.16	=	\$145.00
Certificates	=	265 x \$.32	=	\$85.00
Total Expenses			=	\$917.15

2017 Spring Soccer Profit/Loss = \$5,007.85

Prepared by and return to: Doug Herman, City of Monticello, 200 E. 1st Street,
Monticello, IA 52310 319.465.3577

**City of Monticello, Iowa – Fair and Exposition Society of Jones County, Iowa
Jones County Youth Development Center**

THIS AGREEMENT, made and entered into by and between the City of Monticello and the Fair and Exposition Society of Jones County, Iowa in accordance with the provisions of Chapter 28E, Code of Iowa. The purpose of this Agreement is to define the duties and responsibilities of the City of Monticello and the Fair and Exposition Society of Jones County, Iowa in regard to the construction, management, and operation of the Jones County Youth Extension Facility on the grounds of the City Park, a/k/a Great Jones County Fairgrounds.

Summary: The Fair and Exposition Society of Jones County, Iowa, hereinafter referred to as the “Fair”, intends to be the owner of a facility to be constructed at the City Park a/k/a Fairgrounds, same to be known as the Jones County Youth Development Center, hereinafter referred to as the “facility”, same to be located just to the North of the Monticello Bemdes Recreation Center.

Fair Obligations / Agreements:

1. The Fair agrees to work with the City of Monticello during the staking of the site for the building and during the construction of the Facility.
2. The Fair agrees to bear all costs related to the clearing of the site, demolition of any and all structures, including the City owned shed (a/k/a Duane’s Shed), trees, etc. on the site that are required to be removed for purposes of construction. The Park and Recreation Director shall be given at least thirty (30) days notice of the intended demolition of “Duane’s Shed”. As part of the demolition process, the Fair agrees to remove the work bench, nuts/bolts bins and other items as directed by the Park and Recreation Director for storage inside another existing fair building until such time as the City completes the construction of replacement storage for the Park and Recreation Department. Space shall also be provided to store the City owned Polaris Ranger under cover. The Park and Recreation Director shall at all times have access to the work bench, Ranger, and other items so removed.
3. The Fair agrees to relocate the existing City owned playground to a site just north of the Goettsch Shelter. All costs related to the relocation shall be borne by the facility project and the relocation and reconstruction of the playground shall be coordinated with the Monticello Park and Recreation Director throughout. The playground relocation, from the date on which the playground dismantling commences to the date on which the playground reconstruction is complete, shall not exceed thirty (30) days. In the event the tiles, located on the concrete pad making up the base or “floor” of the playground, are not

able to be removed without damaging same the facility project will be solely responsible for the purchase and replacement of same. Appropriate planning shall occur to ensure that the thirty (30) day timeline will be met if replacement tiles need to be ordered. The playground will not be deemed to be complete unless and until the tiles are in place. It shall be the further responsibility of the Fair to have the trees planted around the playground by/on behalf of the Al Lubben family appropriately removed and replanted at locations surrounding the playground as identified by the City Park and Recreation Director in consultation with the Park and Recreation Board. If any of the re-planted trees do not survive for a period of two years the Fair shall replace the trees with the same variety of trees of a 2" diameter.

4. The Fair shall not encumber the facility with debt, at any time, but for construction financing in an amount necessary to cover pledge commitments until their receipt, said debt to be satisfied as soon as pledge payments are received. In no event shall debt continue to exist on the facility after the pledges have been received and/or were scheduled to be received.
5. The Fair shall be responsible for the purchase of insurance on the facility for the replacement value of the facility and at least one million in general liability with the City of Monticello being listed as a loss payee on said policy. The Fair shall provide a copy of this policy to the City of Monticello on an annual basis by July 1, of each year. In the event the Fair fails to insure the property as required herein, the City may acquire said insurance and invoice the Fair for same.
6. The Fair, Jones County Extension as an anticipated tenant, and any other Tenant, shall pay rent into a facility operation and maintenance fund. The rent shall be at or near market value rent for the office space being occupied. It is anticipated that the rent to be paid by the Fair and Extension, combined, will be in the neighborhood of \$18,000 to \$20,000 per year at the outset of this agreement. At the end of each fiscal year the facility operation and maintenance fund shall have a positive balance.
7. The Fair shall not sell or transfer the Facility under any set of circumstances without first receiving the approval of the City, by Resolution of the Monticello City Council, which Resolution may set out specific terms and conditions related thereto.
8. The footprint of the facility, including and exterior improvements related to parking, large scale landscaping, sidewalks, retaining walls, etc., shall be reviewed with the Park Board and approved by Resolution of the City Council before said improvements are commenced.
9. Maintenance of the grounds surrounding the footprint of the building, a minimum of 30' in all directions, shall be the responsibility of the Fair. This includes the maintenance of any plantings, grass, sidewalks, if any, and new parking spots/stalls. Existing parking areas, generally described as Berndes Center parking lot area, shall continue to be maintained at the expense of the City. However, the City shall have no obligation to improve the parking area or roadways, and decisions on maintenance of that area rest solely with the City. The Fair shall be responsible for the maintenance and improvement to all areas within 30' of the facility. If improvements are desired outside of said 30' by the Fair, the desired improvements will first be discussed with the City and approved by the City Council
10. Upon Completion of the facility it is anticipated that the large room, currently referred to as the "Expo" room and the small room, currently referred to as the "Meeting" room, may be rented from time to time. In recognition of the fact that the rental of these rooms may result in competition between this facility and the Berndes Center, the Fair agrees to a division of rentals between the Fair and the City, with the City Park and Rec. Dpt. being paid 25% of gross rental income received from the rental of these rooms on dates and times that the Berndes Center large room or meeting room, as the case may be, were available for rent, same to be payable to the City on a quarterly basis by April 15th for the 1st quarter, July 15th for the second quarter, October 15th for the third quarter, and January 15th for the fourth quarter. Similarly, in the event that the Berndes Center and Extension

Building are both rented as part of the same event, like a car show, the Fair will not pay a portion of the rent received to the City. The payment to the City shall be accompanied with a detailed list of renters, the rental rate, and the date on which the facility was rented.

11. Upon project completion and occupancy by the Fair and Jones County Extension, all Fair, Extension, 4-H, display racks, bases, poles, and other items currently stored in the Berndes Center shall be removed for storage in the new facility or elsewhere.
12. Upon project completion the ice cream machine, currently stored within the Berndes Center, shall be removed from the Berndes Center and stored in the new facility or elsewhere. The machine may be used in the Berndes Center during the fair and otherwise as is appropriate but shall otherwise be stored offsite. The City acknowledges that the Ice Cream machine belongs to the Dairy Board, and that the Fair may or may not be able to direct its' storage location.
13. Upon facility completion, city tables and chairs currently stored in the Berndes Center may only be used in the Berndes Center, not in the new facility and not on the grounds of the park during the Fair or otherwise. Upon request, this prohibition may be waived in writing by the City Park and Recreation Director in consultation with the City Park and Recreation Board.
14. In the event that the upstairs of the Berndes Center continues to be used during the Fair, the Fair agrees to be solely responsible for the cleaning of the carpet if deemed necessary by the City Park and Recreation Director and/or the Park Board.

City Obligations / Agreements:

1. The City has committed, by way of Resolution #10-50, to contribute to the project in the following ways:
 - a. The donation of the ground within the City Park, with a given value of \$25,000.
 - b. To allow the demolition of the City Maintenance Shed to make way for the new facility; the estimated present market value of the maintenance shed being \$25,000.
 - c. Monetary investment in the project in the amount of \$ 50,000, with the first payment to be made when ground is broken for the construction of the facility, with the 2nd payment to be made in the following City of Monticello fiscal year, and the 3rd and final payment to be made in the next City of Monticello fiscal year thereafter. (It is anticipated that the 2nd and 3rd payments will be made in the month of July, the first month of each FY).
2. The City agrees to maintain the Berndes Center parking lot in a good and safe condition, consistent with present practices, and to keep said parking areas clear of snow as is also the present practice.

General Terms and Provisions:

1. The City must formally approve, by Resolution of the Council, any facility usage change or tenant change from Jones County Extension services and Fair Offices before any change may occur.
2. Although the facility will be owned by the Fair, it will be located on City owned property and the regular tenants of the facility must be public non-profit entities for public purposes. If the occupancy of the facility by either the Fair or the Extension shall cease to exist, the City of Monticello may choose, in the sole discretion of the City Council, to take over ownership and management of the facility or, in the alternative, to enter into a new agreement with the Fair. The City would not take over the facility until after scheduling and holding a public hearing on that issue with the Fair Board at which public comment would be received. If the City Council takes over the management and

ownership of the facility there shall be no additional consideration between the Fair and the City but for the consideration associated with this agreement and the agreement to allow the facility to be constructed on City property. If and when the City becomes responsible for the facility the City shall be responsible for insurance, unless otherwise agreed to with tenant(s), maintenance, and will have the sole discretion to determine the appropriate use of the facility. Due to the public use purpose of this building, and the ownership of the ground by the City of Monticello and reversionary interest in the building to the City of Monticello, the facility would not be reachable by any creditor in the event of the bankruptcy of either the Fair or Jones County Extension and would not be attachable by creditors of those entities.

3. This agreement shall be administered jointly by the City Administrator and the Fair Manager. Any disagreements will be decided by consultation with and action of the Monticello City Council and the Fair Board.
4. This agreement shall endure for a period of fifty (50) years. The parties further agree to execute a State of Iowa Bar Association Lease Agreement, identifying the City of Monticello as the owner of the ground and lessor and the Fair as the lessee, with a term of fifty (50) years. The entry into and approval of this 28E Agreement and the lessee's operation, care and maintenance of the property, shall be deemed to be adequate consideration for the lease agreement.
5. This agreement may be executed in two counterparts, each of which when executed shall be deemed to be an original and both shall constitute but one and the same instrument.
6. If any section, provision or part of this agreement shall be found to be invalid or unconstitutional, such judgment shall not affect the validity of the agreement as a whole or any section, provision or part thereof not found to be invalid or unconstitutional.

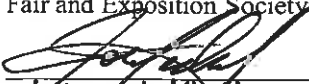
IN WITNESS THEREOF, the parties hereto have set their hands, for the purpose herein expressed.

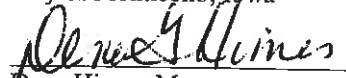
02-06-2012
Date

12-19-2011
Date

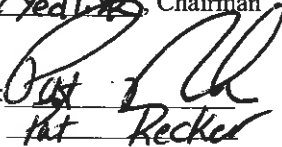
Fair and Exposition Society of Jones County, Iowa

City of Monticello, Iowa


Joe Yedlick, Chairman


Dena Himes, Mayor

ATTEST:


Pat Recker

ATTEST:


Sally Hinrichsen, City Clerk

SEAL

SEAL

Filed and recorded with the Secretary of State of Iowa,
consistent with Section 28E.8 of the Code of Iowa, this

_____ day of _____, 2012.

BY: _____

TITLE: _____



**Welcome
to
Monticello**

3'-10"

7'-0"