

# City of Monticello, Iowa

www.ci.monticello.ia.us

Posted on October 13, 2017 at 10:15 a.m.

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

<b>Mayor:</b>	Dena Himes	<b>City Administrator:</b>	Doug Herman
<b>City Council:</b>		<b>Staff:</b>	
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

**Proclamation:** A Proclamation that November, 2017 as Diabetes Awareness Month in Monticello, Iowa.

## **Presentation / Report:**

**Alliant Energy:** Annual Update to the City

**MYBSA:** Review Annual Report

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

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

<b>Approval</b> of Council Mtg. Minutes	October	02, 2017
<b>Approval</b> of Payroll	October	12, 2017
<b>Approval</b> of Bill List		
<b>Approval</b> of Jitney Liquor License		
<b>Approval</b> of La Hacienda Liquor License		
<b>Approval</b> of transfer of Chamber Liquor License		
<b>Approval</b> of Treasurer's Report for September, 2017		

**Motions:** None

**Public Hearing:** None

## **Resolutions:**

1. **Resolution** scheduling Public Hearing on proposed sale of Property located at 224 N. Chestnut Street to Norm Zimmerman.

2. **Resolution** to approve Cemetery Paving Project.
3. **Resolution** to approve purchase of Water Dpt. Vehicle.
4. **Resolution** to approve setback related to Kraus Plumbing & Heating Monument Signage.
5. **Resolution** to consider use of Economic Development Funds to assist with Asbestos Removal / Abatement at 218 W. 1<sup>st</sup> Street, Monticello

**Ordinances:**

6. **Ordinance** to amend Chapter 63.01 of the Code Re: Speed Limits. (S. Cedar St.) (3<sup>rd</sup> Reading)
7. **Ordinance** to amend the Code of Ordinances of the City of Monticello, Iowa, by amending provisions pertaining to Ward and Precinct Boundaries.

**Reports / Potential Action:**

- Traffic Control at Various Intersections (Discussion, with direction to be given to Staff with regard to those areas to be included in draft Ordinance for consideration at next meeting.)
- Milkweed Update
- Garbage / Recycling: Stickers / Clear Plastic
  - Dumpster Collection
- Water Mains / Fire Hydrants
- Engineer Report
- Park & Rec. Reports Re: Flag Football and Fall Volleyball
- City Fountain
- Conduit Installation in VanOurney's Addition
- Compadres Related Letter

**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  
October 2, 2017 - 6:00 P.M.  
Community Media Center

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, Police Chief Britt Smith and City Engineer Casey Zwolinski.

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

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

Mayor Himes opened the public hearing on proposed amendments to the Urban Renewal Area and Urban Renewal Plan. Herman reported that the School and County had no objections to the proposed amendments and P & Z Board recommended approval of the amendments. No public comments were received, and City Staff reported that they had not received any oral or written comments. Mayor Himes closed the public hearing. Goedken moved to approve Resolution #17-110 to declare necessity and establish an urban renewal area by amending the current Urban Renewal Area, pursuant to Section 403.4 of the Code of Iowa, and to approve the 2017 Addition (Amendment #2) to the Monticello Urban Renewal Area, adding the B & J Hauling and Excavation project at 218 W 1<sup>st</sup> Street to the plan, Yeoman seconded, roll call unanimous.

Mayor Himes opened the public hearing on the proposed Development Agreement between the City of Monticello and B & J Hauling & Excavation, Inc. Herman reviewed the proposed grants that B & J Hauling would receive and the rebates that would be payable to the owners of the three individual units. Herman reported that the School and County had no objections to the proposed amendments and P & Z Board recommended approval of the amendments. No public comments were received, and City Staff reported that they had not received any oral or written comments. Mayor Himes closed the public hearing. Yeoman moved to approve Resolution #17-111 Approving a Development Agreement with B & J Hauling and Excavation, including tax increment payments in an amount not to exceed \$57,500, Russ seconded, roll call unanimous.

Herman reviewed the City expenditures to date related to the property acquired by the City at 224 N Chestnut Street. Council received comments from parties that promoted the sale by the City of the property to Tom Harmon. Goedken and Yeoman commented that they had a duty to look at the interests of the taxpayers, not just the interests of one taxpayer. Goedken moved to approve Resolution #17-112 to approve proposal related to City owned lot located at 224 N. Chestnut Street and to direct staff to negotiate an agreement with Norm Zimmerman, Russ seconded. Ayes: Goedken, Russ, Lux and Yeoman. Nays: Wolken and Paulson. Motion carried.

Yeoman moved to approve Resolution #17-113 to finally accept Water Tower Project, release Retainage, and approve Change Order #1, seconded by Russ, roll call unanimous.

Goedken moved to approve Resolution #17-114 to approve Pay Request #1 related to the Monticello Airport Ten-T Hangar project, to Schaus-Vorhies in the amount of \$31,192.30, seconded by Wolken, roll call unanimous.

Yeoman moved to approve Resolution #17-115 Approving Pay Request #2 in the amount of \$133,130.74 and Change Order #1 in the amount of \$26,447.23, submitted by Eastern Iowa Excavating & Concrete Re: 2017 Main Street HMA Project, seconded by Wolken, roll call unanimous.

Wolken moved to approve Resolution #17-116 Approving Pay Request #2 in the amount of \$66,824.14 submitted by Taylor Construction, Inc. Re: 2017 E. 1<sup>st</sup> Street Bridge Replacement Project, seconded by Russ. Ayes: Wolken, Russ, Lux, Yeoman and Goedken. Nays: Paulson. Motion carried.

Goedken moved to approve Resolution #17-117 Approving Pay Request #6 in the amount of \$35,745.84 submitted by Eastern Iowa Excavating & Concrete related to the E. South Street Reconstruction project, Russ seconded, roll call unanimous.

Goedken moved to approve Resolution #17-118 Approving Plat of Survey to Parcel 2017-70, seconded by Yeoman, roll call unanimous.

Russ moved to approve Resolution #17-119 Approving Plat of Survey to Parcel 2017-71, seconded by Wolken, roll call unanimous.

Goedken moved Ordinance #707 amending Monticello Code of Ordinances 63.01 Re: Speed Limits, second reading and in title only, Yeoman seconded, Roll call unanimous. This ordinance will reduce speeds on S. Cedar Street between 1<sup>st</sup> Street and Washington Street.

Herman reported that Urban Chicken Training will be held on October 12, 2017 at the Citizens State Bank Youth Development Center.

Herman is working to set up a meeting with Mike Felton and a Master Gardener in regard to the significant growth of milkweed in his yard.

Herman reported that the City's current commercial garbage hauler, Republic, has expressed an interest in collecting recycling in Monticello and proposes to provide recycling containers to all residents. Consensus of the Council was to look into the recycling containers when bidding the recycling contract. Republic would furnish the recycling bins at no cost to the residents, unless it needed to be replaced. Gary Pratt, 432 Bradview Ct, questioned whether the container would be too big for his garage. Lux questioned if more than one container could be set out. Herman indicated that Republic would also like to convert all dumpsters in town to front load, and that the front load dumpsters would be provided by Republic at no cost to the customer.

Herman is working to get more information related to composting from Manchester and Dyersville.

Herman reported that the City received a petition from neighbors of the Marc Bradley house on N. Chestnut Street. While the City had already been working on this issue, additional steps were taken recently and a court date has been set.

The Fire Department was previously responsible for flushing hydrants in the community, and when doing so would create a list of hydrants that they found to be in need of inspection or repair. After the Fire Dept. flushed hydrants in 2016 the decision was made to have City Public Works staff flush hydrants moving forward. The P.W. Dept. will be flushing hydrants in the near future. LaGrange reported that of the 208 hydrants in Monticello that 70 fall into the two-hole category with most of them being on a 3" or 4" water mains. New hydrants are connected to 6" or 8" mains. Council discussed communication of repairs between PW Dept., Fire Dept. and Council; and also discussed the fact that some Fire Depts. charge fees related to their fire calls, depending upon the type of call, the equipment used, and the length of the call. Herman will look into this further.

Council questioned Herman on the status of the Compadres building condition. Owners were making repairs and dealing with issues previously identified by the City, but to Herman's knowledge little to nothing has happened recently. He expressed the opinion that the roof and windows needed repair and Councilman Goedken indicated that the back steps and the door at the top of the back steps were in serious disrepair. Herman will present options to the Council at the next meeting.

Herman and LaGrange have compiled a list of potential street repairs to be performed next spring. Herman is also working with the engineer to prepare cost estimates for the total reconstruction of North Chestnut St. from 2<sup>nd</sup> to 3<sup>rd</sup>, N Sycamore from 1<sup>st</sup> to 3<sup>rd</sup> Street and 3<sup>rd</sup> to 7<sup>th</sup> Street, and portions of Linden Street.

Herman explained when questioned that the new stone Monticello sign along the south side of West First Street/County Road D62 is located on private property and was paid for by the Zumbach family in memory of their parents.

Herman questioned if the Council was interested in being a host City for next year's RAGBRAI. Consensus of the Council was to express interest with the understanding that the City could, after learning more, potentially choose to opt out.

Wolken moved to adjourn the Council meeting at 7:41 P.M., roll call vote unanimous.

---

Dena Himes, Mayor

---

Sally Hinrichsen, City Clerk

Regular Council Meeting – Unofficial  
October 2, 2017 - 6:00 P.M.  
Community Media Center

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, Police Chief Britt Smith and City Engineer Casey Zwolinski.

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

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

Mayor Himes opened the public hearing on the proposed amendments to the Urban Renewal Area and Urban Renewal Plan. Herman reported that the School and County had no objections to the proposed amendments and P & Z Board recommended approval of the amendments. No public comments were received, and City Staff reported that they had not received any oral or written comments. Mayor Himes closed the public hearing. Goedken moved to approve Resolution #17-110 to declare necessity and establish an urban renewal area by amending the current Urban Renewal Area, pursuant to Section 403.4 of the Code of Iowa, and to approve the 2017 Addition (Amendment #2) to the Monticello Urban Renewal Area, adding the B & J Hauling and Excavation project at 218 W 1<sup>st</sup> Street to the plan. Yeoman seconded, roll call unanimous.

Mayor Himes opened the public hearing on the proposed Development Agreement between the City of Monticello and B & J Hauling & Excavation, Inc. Herman reviewed the proposed rebates that B & J Hauling would receive and the rebates would go to the individuals that purchased the condos. Herman reported that the School and County had no objections to the proposed amendments and P & Z Board recommended approval of the amendments. No public comments were received, and City Staff reported that they had not received any oral or written comments. Mayor Himes closed the public hearing. Yeoman moved to approve Resolution #17-111 Approving a Development Agreement with B & J Hauling and Excavation, including tax increment payments in an amount not to exceed \$57,500, Russ seconded, roll call unanimous.

Herman reviewed the costs of the lot and demolition of fire damaged home at 224 N Chestnut Street. Council heard from parties interested in purchasing and redeveloping the City owned property located at 224 N. Chestnut Street. After much discussion, Goedken moved to approve Resolution #17-112 to approve proposal related to City owned lot located at 224 N. Chestnut Street and to direct staff to negotiate an agreement with Norm Zimmerman, Russ seconded. Ayes: Goedken, Russ, Lux and Yeoman. Nays: Wolken and Paulson. Motion carried.

LaGrange stated the contractor has agreed to recheck the seeding at the water tower in the Spring and to reseed if needed. Yeoman moved to approve Resolution #17-113 to finally accept Water Tower Project, release Retainage, and approve Change Order #1, seconded by Russ, roll call unanimous.

Zwolinski stated the contractor has barriers on site at the airport, expecting construction of the Tee Hangar to begin mid-September with completion by early May 2018. Goedken moved to approve Resolution #17-114 to approve Pay Request #1 related to the Monticello Airport Ten-T Hangar project, to Schaus-Vorhies in the amount of \$31, 192.30, seconded by Wolken, roll call unanimous.

Herman reviewed the Change Order items related to the H.M.A. project. Yeoman moved to approve Resolution #17-115 Approving Pay Request #2 in the amount of \$133,130.74 and Change Order #1 in the amount of \$26,447.23, submitted by Eastern Iowa Excavating & Concrete Re: 2017 Main Street HMA Project, seconded by Wolken, roll call unanimous.

Zwolinski updated Council on bridge project and stated they will need to use cold patch for the bridge approaches if the asphalt plants close and then come back in the spring to asphalt it and do the seeding. Wolken moved to approve Resolution #17-116 Approving Pay Request #2 in the amount of \$66,824.14 submitted by Taylor Construction, Inc. Re: 2017 E. 1<sup>st</sup> Street Bridge Replacement Project, seconded by Russ. Ayes: Wolken, Russ, Lux, Yeoman and Goedken. Nays: Paulson. Motion carried.

Zwolinski stated the lien waivers have been received so the final payment for South Street Project can be paid in 30 days. Goedken moved to approve Resolution #17-117 Approving Pay Request #6 in the amount of \$35,745.84 submitted by Eastern Iowa Excavating & Concrete related to the E. South Street Reconstruction project, Russ seconded, roll call unanimous.

Goedken moved to approve Resolution #17-118 Approving Plat of Survey to Parcel 2017-70, seconded by Yeoman, roll call unanimous.

Herman reported this parcel will split the Schoon farmhouse from the Schoon dealership property and they would have a shared driveway. Russ moved to approve Resolution #17-119 Approving Plat of Survey to Parcel 2017-71, seconded by Wolken, roll call unanimous.

Goedken moved Ordinance #707 amending Monticello Code of Ordinances 63.01 Re: Speed Limits, second reading and in title only, Yeoman seconded, Roll call unanimous.

Herman reported that there will be Urban Chicken Training on October 12, 2017.

Herman is working to set up a meeting with Mike Felton and a Master Gardener in regard to the significant growth of milkweed in his yard.

Herman reported that Republic expressed an interest in doing the recycling and would provide recycling containers as opposed to the current arrangement. Consensus of the Council was to look into the recycling containers when bidding the recycling contract. Republic would furnish the recycling bins at no cost to the residents, unless it needed to be replaced. Gary Pratt, 432 Bradview Ct, stated the container would not fit in his garage. Lux questioned if more than one container could be set out. Herman reported that Republic is interested in pursuing business service and would like to convert all dumpsters in town to front load.

Herman is working to get more information related to composting from Manchester and Dyersville.

Herman reported after receiving a petition from the neighbors, the police department cited the Bradleys to clean up their property. Court date will be set soon.

Herman reviewed the fire hydrant list from 2016. The Fire Department would flush the hydrants and prepare a list of hydrants that needed to be repaired or were not working. City decided to have City staff flush the hydrants, after some main broke due to the flushing process. City has not flushed the hydrants but will start in near future. LaGrange reported there are 70 two-hole hydrants, with 208 hydrants total in the City. Two-hole hydrants are obsolete and cannot get parts to replace the interior parts and these are usually connected to a 4-inch water main. New hydrants are connected to 6 or 8 inch mains. The Fire Department can only connect one fire hose to a two-hole hydrant versus two hose to the other hydrants. Wolken stated the Fire Department would like to make sure the 6 and 8 inch hydrants are fixed first. They would rather run more hose and have more water pressure to fight a fire. Herman stated he sent letters to the Fire Marshal and DNR to see if the City should replace the 4 inch hydrants. LaGrange recommended that the hydrants get flushed every year, so you know the condition of the hydrants. Wolken stated that it also lubricates the moving parts of the hydrant. Herman questioned if the fire hydrants should be part of the Fire Department budget as they are used for fire protection or not? Herman also stated some Fire Departments, like Oskaloosa, charge for fire services. Wolken stated the Fire Department would like to keep communications between the departments, as they have in the past and would like a list of hydrants once the flushing is completed by the City staff.

Herman updated Council on Compadres nuisance. Owners were making repairs but has not seen anyone around for quite some time. The roof and windows need to be repaired and the stairs needs to be removed or repaired. Herman will prepare a letter addressing these three concerns and put on the next agenda.

After the bus tour by the Council last month a list of streets needing repairs was compiled. Herman is working with the engineer to prepare cost estimates of North Chestnut from 2<sup>nd</sup> to 3<sup>rd</sup> Street; and N Sycamore from 1<sup>st</sup> to 3<sup>rd</sup> Street and 3<sup>rd</sup> to 7<sup>th</sup> Street, which would be a complete reconstruction projects, including water and sewer with concrete streets. They are also doing Linden Street, which would be a reconstruction project but looking at asphalt versus concrete for this street.

Herman stated the Monticello sign along West First Street/County Hwy D62 coming into town was paid for by Zumbachs in memory of their parents and placed on their property.

Herman questioned if the Council was interested in being a host City for next year's RAGBRIA and stated the City would have the opportunity to pass later. Consensus of the Council was to go ahead to submit to be a host for RAGBRIA, as long as they can turn it down later.

Wolken moved to adjourn the Council meeting at 7:41 P.M., roll call vote unanimous.



Regular Council Meeting-Unofficial  
October 2, 2017

---

Dena Himes, Mayor

---

Sally Hinrichsen, City Clerk

# PAYROLL - OCTOBER 12, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>Sept. 25 - Oct. 8, 2017</b>				
Angela Batcheler	\$ 24.00	\$ -	0.00	0.00	\$ 20.59
Brian Bronemann	68.00	-	0.00	0.00	58.33
Carter Bronemann	79.12	-	0.00	0.00	67.87
Dawn Brus	781.20	-	0.00	48.38	568.90
Ben Hein	70.56	-	0.00	0.00	60.54
Mary Intlekofer	1,822.80	-	0.00	132.50	973.88
C.J. Johnson	1,923.08	-	0.00	0.00	1,209.23
Brandon Kent	1,822.80	-	0.00	0.00	1,157.38
Matthew Kunkle	248.40	-	0.00	0.00	191.10
Lori Lynch	1,985.55	162.75	0.00	0.00	1,062.72
Dave McNeill	253.76	-	0.00	0.00	215.70
Christopher Moore	414.00	-	0.00	0.00	332.91
Shelly Searles	2,994.60	1,171.80	0.00	18.00	2,127.60
Brenda Surom	520.80	-	0.00	0.00	385.40
Christopher Ward	1,738.80	-	0.00	0.00	1,343.81
<b>TOTAL AMBULANCE</b>	<b>\$ 14,747.47</b>	<b>\$ 1,334.55</b>	<b>0.00</b>	<b>198.88</b>	<b>\$ 9,775.96</b>
<b>CEMETERY</b>	<b>Sept. 23 - Oct. 6, 2017</b>				
Dan McDonald	\$ 1,572.00	\$ -	0.00	0.00	\$ 1,098.89
<b>TOTAL CEMETERY</b>	<b>\$ 1,572.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,098.89</b>
<b>CITY HALL</b>	<b>Sept. 24 - Oct. 7, 2017</b>				
Cheryl Clark	\$ 1,630.00	\$ 30.00	0.00	0.00	\$ 1,036.88
Doug Herman	3,720.71	-	0.00	0.00	2,620.14
Sally Hinrichsen	2,368.18	-	0.00	0.00	1,618.20
Nanci Tuel	1,360.00	-	0.00	0.00	883.24
Amanda Wygle	102.50	-	0.00	0.00	83.78
<b>TOTAL CITY HALL</b>	<b>\$ 9,181.39</b>	<b>\$ 30.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 6,242.24</b>
<b>FIRE</b>					
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
<b>TOTAL FIRE</b>	<b>\$ 385.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 347.35</b>
<b>LIBRARY</b>	<b>Sept. 25 - Oct. 8, 2017</b>				
Kyle Gassman	\$ 263.73	\$ -	0.00	0.00	\$ 226.87
Molli Hunter	324.00	-	0.00	0.00	274.93
Penny Schmit	935.20	-	0.00	0.00	676.74
Madonna Thoma-Kremer	727.58	-	0.00	0.00	414.54
Michelle Turnis	1,517.58	-	0.00	0.00	945.11
Amanda Wygle	67.50	-	0.00	0.00	55.19
<b>TOTAL LIBRARY</b>	<b>\$ 3,835.59</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,593.38</b>
<b>MBC</b>	<b>Sept. 25 - Oct. 8, 2017</b>				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,359.76
Casey Reyner	1,538.46	-	0.00	0.00	1,040.77
Amanda Wygle	45.00	-	0.00	0.00	36.79
<b>TOTAL MBC</b>	<b>\$ 3,429.61</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,437.32</b>

# PAYROLL - OCTOBER 12, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE</b>	<b>Sept. 25 - Oct. 8, 2017</b>				
Dawn Graver	\$ 2,188.71	\$ -	0.00	0.00	\$ 1,480.38
Erik Honda	1,829.09	-	0.00	7.75	1,340.95
Jordan Koos	2,047.10	-	0.00	31.50	1,448.90
Britt Smith	2,443.56	-	0.00	0.00	1,742.98
Madonna Staner	1,414.40	-	0.00	0.00	1,049.27
Brian Tate	2,063.04	-	0.00	0.00	1,511.93
Robert Urbain	2,106.24	-	0.00	38.50	1,447.87
<b>TOTAL POLICE</b>	<b>\$ 14,092.14</b>	<b>\$ -</b>	<b>0.00</b>	<b>77.75</b>	<b>\$ 10,022.28</b>
<b>ROAD USE</b>	<b>Sept. 23 - Oct. 6, 2017</b>				
Billy Norton	\$ 1,586.75	\$ 14.74	0.00	0.00	\$ 981.53
Wayne Yousse	1,704.64	132.64	0.00	0.00	1,148.65
<b>TOTAL ROAD USE</b>	<b>\$ 3,291.39</b>	<b>\$ 147.38</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,130.18</b>
<b>SANITATION</b>	<b>Sept. 23 - Oct. 6, 2017</b>				
Michael Boyson	\$ 1,524.00	\$ -	0.00	0.00	\$ 1,016.71
Nick Kahler	1,572.01	-	0.00	0.00	1,026.58
Chris Taylor	1,257.60	-	0.00	0.00	798.17
<b>TOTAL SANITATION</b>	<b>\$ 4,353.61</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,841.46</b>
<b>SEWER</b>	<b>Sept. 23 - Oct. 6, 2017</b>				
Tim Schultz	\$ 1,635.19	\$ 15.19	0.00	0.00	\$ 1,108.06
Jim Tjaden	1,908.91	8.91	0.00	0.00	1,338.21
<b>TOTAL SEWER</b>	<b>\$ 3,544.10</b>	<b>\$ 24.10</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,446.27</b>
<b>WATER</b>	<b>Sept. 23 - Oct. 6, 2017</b>				
Brant LaGrange	\$ 2,020.38	\$ -	0.00	0.00	\$ 1,369.58
Jay Yanda	1,888.25	68.25	0.00	0.00	1,319.70
<b>TOTAL WATER</b>	<b>\$ 3,908.63</b>	<b>\$ 68.25</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,689.28</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 62,340.93</b>	<b>\$ 1,604.28</b>	<b>0.00</b>	<b>276.63</b>	<b>\$ 42,624.61</b>

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
<b>ACCOUNTS PAYABLE CLAIMS</b>				
-----				
	GENERAL			
	POLICE DEPARTMENT			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	27.17		
BLADE PEST CONTROL INC	PD/AMB PEST CONTROL	41.00		
BOSS OFFICE SUPPLIES & SYS INC	PD OFFICE SUPPLIES	14.49		
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	100.00		
JOHN DEERE FINANCIAL	PD BLDG REPAIR/MAINT	12.57		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	42.46		
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	1,018.70		
MEDIACOM	PD TELEPHONE	86.04		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	729.53		
MPH INDUSTRIES, INC	PD SPEEDGUN PRO	1,426.45		
NEXT GENERATION PLBG & HTG	PD BLDG REPAIR/MAINT	75.97		
RADIO COMMUNICATIONS CO INC	PD RADIO	377.00		
STEPHEN MOTORS INC	PD VEHICLE OPERATING	59.93		
TCM BANK NA	PD OFFICER TRAINING	130.62		
TRI COUNTY PROPANE LLC	PD FUEL	224.81		
U.S. CELLULAR	PD CELL PHONES	167.12		
UNIFORM DEN INC	PD SUPPLIES	96.05		
		=====		
	POLICE DEPARTMENT	4,629.91		
	STREETS			
LASLEY ELECTRIC LLC	RU STREET SIGNAL MAINTENANCE	100.00		
		=====		
	STREETS	100.00		
	AQUATIC CENTER			
ANIMAL WELFARE FRIENDS	POOL PAWTY	200.00		
MCKENNA BELL	POOL LIFEGUARD CERTIFICATION	160.00		
MEDIACOM	POOL TELEPHONE	42.79		
NEXT GENERATION PLBG & HTG	POOL EQUIP REPAIR/MAINT	832.00		
		=====		
	AQUATIC CENTER	1,234.79		
	CEMETERY			
JOHN DEERE FINANCIAL	CEMETERY EQUIP REPAIR/MAINT	21.78		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	400.12		
		=====		
	CEMETERY	421.90		
	SOLDIER'S MEMORIAL BOARD			
MEDIACOM	SLDR MEM TELEPHONE	25.21		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	SOLDIER'S MEMORIAL BOARD	25.21		
	MAYOR AND CITY COUNCIL			
TCM BANK NA	COUNCIL LEAGUE CONFERENCE	529.60		
	MAYOR AND CITY COUNCIL	529.60		
	ATTORNEY			
LEXISNEXIS	ATTORNEY RESEARCH	70.00		
	ATTORNEY	70.00		
	CITY HALL/GENERAL BLDGS			
BAKER PAPER CO INC	CH BUILDING SUPPLIES	157.64		
BLADE PEST CONTROL INC	CH PEST CONTROL	66.00		
DOUG HERMAN	CH TRAVEL	83.46		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	283.20		
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES	9.99		
MEDIACOM	CH TELEPHONE	159.65		
MIDWEST JANITORIAL SUPPLY CORP	CH BUILDING SUPPLIES	29.06		
MONTICELLO EXPRESS INC	CH ADVERTISING	366.97		
NEXT GENERATION PLBG & HTG	CH BLDG REPAIR/MAINT	1,376.75		
TCM BANK NA	CH LEAGUE CONFERENCE	870.08		
	CITY HALL/GENERAL BLDGS	3,402.80		
	GENERAL	10,414.21		
	MONTICELLO BERNDES CENTER			
	PARKS			
D&S PORTABLES, INC.	MBC PORT-A-POT RENTAL	75.00		
FAREWAY STORES #840-1	MBC CONCESSIONS	32.84		
KAY PARK-REC CORP	MBC GROUNDS SUPPLIES	102.50		
MEDIACOM	MBC TELEPHONE	42.79		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	33.96		
TCM BANK NA	MBC TRAVEL	168.76		
	PARKS	455.85		
	MONTICELLO BERNDES CENTER	455.85		
	FIRE			
	FIRE			
W.W. GRAINGER, INC	FIRE SUPPLIES	64.74		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
LAPORTE MOTOR SUPPLY	FIRE EQUIP REPAIR/MAINT	4.36		
MCALEER WATER CONDITIONING INC	FIRE SOFTENER SALT	20.55		
MEDIACOM	FIRE TELEPHONE	42.79		
MONTICELLO COMM SCHOOL DISTRCT	FIRE FUEL	63.30		
	FIRE	195.74		
	FIRE	195.74		
	AMBULANCE			
	AMBULANCE			
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	27.17		
BLADE PEST CONTROL INC	PD/AMB PEST CONTROL	41.00		
INFRASTRUCTURE TECHNOLOGY	AMB EQUIP REPAIR/MAINT	50.00		
KIECK'S CAREER APPAREL	AMB CLOTHING	105.00		
DAVID B MCNEILL	AMB SANITATION SUPPLIES	15.99		
MEDIACOM	AMB TELEPHONE	86.05		
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL	561.74		
NEXT GENERATION PLBG & HTG	AMB BLDG REPAIR/MAINT	75.98		
U.S. CELLULAR	AMB CELL PHONES	67.52		
	AMBULANCE	1,030.45		
	AMBULANCE	1,030.45		
	POLICE IMPROVEMENT			
	POLICE DEPARTMENT			
INFRASTRUCTURE TECHNOLOGY	POLICE IMP LENOVO SYSTEM	2,982.25		
	POLICE DEPARTMENT	2,982.25		
	POLICE IMPROVEMENT	2,982.25		
	LIBRARY IMPROVEMENT			
	LIBRARY			
SCHOOL SPECIALITY	LIB IMP PROGRAMS/PROMOTIONS	95.52		
TCM BANK NA	LIB IMP VIDEO/DVD RECORDINGS	499.47		
MICHELLE TURNIS	LIB IMP PROGRAMS/PROMOTIONS	16.15		
	LIBRARY	611.14		
	LIBRARY IMPROVEMENT	611.14		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	LIBRARY			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.41		
JOHN DEERE FINANCIAL	LIB GROUNDS SUPPLIES	17.96		
KRAUS PLUMBING & HEATING INC	LIB BLDG REPAIR/MAINT	1,325.00		
MEDIACOM	LIB TELEPHONE	117.64		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	259.81		
MONTICELLO EXPRESS INC	LIB ADVERTISING	279.75		
PENNY SCHMIT	LIB TRAVEL	29.96		
TCM BANK NA	LIB POSTAGE	74.66		
GREG TREY	LIB BLDG REPAIR/MAINT	220.00		
		<u>2,337.19</u>		
	LIBRARY			
		<u>2,337.19</u>		
	LIBRARY			
		<u>2,337.19</u>		
	AIRPORT			
	AIRPORT			
KERP'S SERVICE CENTER, INC.	AIRPORT EQUIP REPAIR/MAINT	24.27		
NEXT GENERATION PLBG & HTG	AIRPORT EQUIP REPAIR/MAINT	205.44		
		<u>229.71</u>		
	AIRPORT			
		<u>229.71</u>		
	ROAD USE			
	STREETS			
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES	3,423.34		
CENTRAL IOWA DISTRIBUTING INC	RU STREET MAINTENANCE SUPPLIES	405.00		
DEMME OIL COMPANY	RU VEHICLE REPAIR/MAINT	1,159.68		
BEAU EHRISMAN	RU STREET MAINT CONTRACTS	780.00		
JOHN DEERE FINANCIAL	RU OSHA SUPPLIES	481.03		
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	224.84		
LASLEY ELECTRIC LLC	RU BLDG REPAIR/MAINT	11.40		
KEITH H. LEE	RU SUPPLIES	36.55		
MEDIACOM	RU TELEPHONE	42.79		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	573.27		
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	499.80		
TRI COUNTY PROPANE LLC	RU EQUIP REPAIR/MAINT	129.83		
WELTER STORAGE EQUIP CO., INC.	RU BLDG REPAIR/MAINT	240.80		
WILLIAM WARREN, INC.	RU BOOTS - YOUSSE & Norton	348.48		
		<u>8,356.81</u>		
	STREETS			
		<u>8,356.81</u>		
	ROAD USE			
		<u>8,356.81</u>		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	LIBRARY			
CAPSTONE PRESS	LIB GEHRET BOOKS	303.34		
MICRO MARKETING LLC	LIB GEHRET BOOKS	127.29		
TCM BANK NA	LIB GEHRET BOOKS	185.67		
		=====		
	LIBRARY	616.30		
		=====		
	TRUST/SLAVKA GEHRET FUND	616.30		
	BATY DISC GOLF COURSE			
	PARKS			
JOHN DEERE FINANCIAL	BATY DG GROUNDS SUPPLIES	6.49		
STEVE MONK CONSTRUCTION, LTD.	BATY DG MOWING	350.00		
		=====		
	PARKS	356.49		
		=====		
	BATY DISC GOLF COURSE	356.49		
	WATER			
	WATER			
BOSS OFFICE SUPPLIES & SYS INC	WATER SUPPLIES	42.00		
W.W. GRAINGER, INC	WATER SUPPLIES	10.85		
HAWKINS WATER TREATMENT	WATER SUPPLIES	10.00		
HYGIENIC LABORATORY	WATER LAB TESTS	84.50		
IOWA DEPT OF NATURAL RESOURCES	WATER DUES - PERMIT #3987	134.00		
RICK KRAMER	WATER VEHICLE REPAIR/MAINT	53.00		
KEITH H. LEE	WATER SUPPLIES	36.55		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	251.56		
MONTICELLO EXPRESS INC	WATER SUPPLIES	2.99		
FERGUSON ENTERPRISES INC	WATER TRUCK FLUSHER L-HOSE	1,345.95		
RADIO COMMUNICATIONS CO INC	WATER RADIO	377.00		
TCM BANK NA	WATER POSTAGE	18.93		
U.S. CELLULAR	WATER CELL PHONE	29.02		
		=====		
	WATER	2,396.35		
		=====		
	WATER	2,396.35		
	CUSTOMER DEPOSITS			
	WATER			
RANDI ASHLEY	WATER DEPOSIT REFUND	10.30		
ANN BREHM	WATER DEPOSIT REFUND	7.54		
BOB BURLAGE	WATER DEPOSIT REFUND	25.46		
CITY OF MONTICELLO	<i>Water Deposit Refunds</i>	804.14		



**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
SCOT & AUDREY MOENCK	WATER DEPOSIT REFUND	2.86		
SHAKTI ENTERPRISES	WATER DEPOSIT REFUND	25.23		
SPORTS PAGE LOUNGE	WATER DEPOSIT REFUND	9.47		
		=====		
	WATER	885.00		
		=====		
	CUSTOMER DEPOSITS	885.00		
	SEWER			
	SEWER			
BAKER PAPER CO INC	SEWER LAB SUPPLIES	59.66		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	9.96		
W.W. GRAINGER, INC	SEWER EQUIP REPAIR/MAINT	26.00-		
HACH COMPANY	SEWER SUPPLIES	86.59		
HYGIENIC LABORATORY	SEWER LAB TESTS	1,747.00		
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	30.33		
KEITH H. LEE	SEWER SUPPLIES	36.56		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	251.56		
TCM BANK NA	SEWER POSTAGE	148.74		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	416.00		
WILLIAM WARREN, INC.	SEWER BOOTS - TJADEN	178.49		
		=====		
	SEWER	2,938.89		
		=====		
	SEWER	2,938.89		
	SANITATION			
	SANITATION			
CNH CAPITAL	SANITATION VEHICLE REP/MAINT	530.32		
DEMMER OIL COMPANY	SANITATION VEHICLE REP/MAINT	386.55		
JOHN DEERE FINANCIAL	SANITATION VEHICLE REP/MAINT	20.62		
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	8,686.40		
KEITH H. LEE	SANITATION SUPPLIES	36.56		
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	434.37		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	8,006.50		
		=====		
	SANITATION	18,101.32		
		=====		
	SANITATION	18,101.32		
	STORM WATER			
	STORM WATER FUND			
STEVE MONK CONSTRUCTION, LTD.	STORMWATER MAINTENANCE	70.00		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	STORM WATER FUND	70.00		
	STORM WATER	70.00		
**** SCHED	TOTAL ****	51,977.70		
*****	REPORT TOTAL *****	51,977.70		

**ACCOUNTS PAYABLE ACTIVITY  
CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	10,414.21		
005	MONTICELLO BERNDES CENTER	455.85		
015	FIRE	195.74		
016	AMBULANCE	1,030.45		
026	POLICE IMPROVEMENT	2,982.25		
030	LIBRARY IMPROVEMENT	611.14		
041	LIBRARY	2,337.19		
046	AIRPORT	229.71		
110	ROAD USE	8,356.81		
178	TRUST/SLAVKA GEHRET FUND	616.30		
338	BATY DISC GOLF COURSE	356.49		
600	WATER	2,396.35		
602	CUSTOMER DEPOSITS	885.00		
610	SEWER	2,938.89		
670	SANITATION	18,101.32		
740	STORM WATER	70.00		

City of Monticello - Monthly Summary - September 1st thru 30th, 2017

Reviewed by: *ADANA* Date: 10/10/2017

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments Bank	Ending Fund Balance
<b>GENERAL FUNDS:</b>														
	General	323220.44	123097.45	1092.92		77311.80	28866.67	341232.34	610.00	210193.54	130428.80			341232.34
	Soldiers Memorial Board	11651.54	475.00			587.29		11539.25						11539.25
	Monticello Berndes Center	17125.36	1986.40	12.89		15329.23		3795.42	100.00	-3551.35	7246.77	6448.44		3795.42
	Dare	5113.99		3.25				5117.24		5117.24				5117.24
	Insurance Fund	14494.05		12.72		21.59		14485.18		4643.01	9842.17			14485.18
	Monticello Trees Forever	36579.35		23.25				36602.60		36602.60				36602.60
	Fire	204765.44		197.67		6081.26		198881.85		9826.66	189055.19			198881.85
	Ambulance Operating	23623.62	27553.25	29.85	18866.67	33386.57		36686.82		6595.30	30081.52			36686.82
	Hotel/Motel Tax Fund	9923.90		6.30		182.57		9747.63		9747.63				9747.63
	Earl F Lehmann Trust	237.17		0.09				237.26			237.26			237.26
	Street Bond	750.00	250.00			250.00		750.00		750.00				750.00
	Police Improvement	9977.53	14.00	8.30				9989.83		4969.80	5030.03			9989.83
	Library Improvement	27981.62	2480.91	27.59		39.50		30450.62		2970.18	27480.44			30450.62
	Library	1527.99	604.30	0.92	10000.00	11698.42		434.79	75.00	348.06	11.73			434.79
	Equipment Set-A-Side	75491.71		76.79				75568.50		1952.93	73615.57			75568.50
	Super Mac	3596.79		3.36		1414.40		2185.75		-840.16	3025.91			2185.75
	Airport	74526.65	3770.95	58.64		2417.79		75938.45		40253.23	35685.22			75938.45
	Revolving Loan Fund	35509.58		35.12				35544.70		375.59	35169.11			35544.70
<b>SPECIAL REVENUE FUNDS:</b>														
	Road Use Tax	574763.22	49629.63			14571.45		609821.40		129821.40	480000.00			609821.40
	Employee Benefits	306893.91	31705.86	286.99		29405.31		309491.45		24086.16	285405.29			309491.45
	TIF Tax Collections	239246.86	69966.03	238.88				309451.77		77340.09	23211.68			309451.77
	Slavka Gehret Trust	204644.29		203.09		475.51		204371.87		-88.04	204459.91			204371.87
	Police Forfeiture Acct	658.92		0.41				659.33		659.33				659.33
<b>DEBT SERVICE FUNDS:</b>														
	Debt Service	57537.15	30141.39	40.54				8719.08		76574.56	11144.52			8719.08
	TIF - Debt Payments	0.00						0.00						0.00
<b>PERMANENT FUNDS:</b>														
	Park Improvements	15825.62	100.00	14.92				15940.54		2124.43	13816.11			15940.54
	Ambulance Improvements	45268.21		44.93				45313.14		63.96	45249.18			45313.14
	TIF Projects	66897.98	27.50	224.35				67149.83		6595.18	6595.18			6595.18
	Cap Imp - FACC	12120.86		10.03				12130.89		1023.24	66126.59			12130.89
	Capital Improvements	445171.18	32373.15	109.20		437178.86		40474.67		-296094.94	336569.61			12130.89
	Youth Baseball & Softball	-7977.44						-7977.44		-7977.44				-7977.44
	Low Income Housing	14292.03		14.19				14306.22		14306.22				14306.22
	MDC Funds	-6844.69						-6844.69		-6844.69				-6844.69
	Baty Disc Golf Course	23647.06		15.08		3491.00		20171.14		20003.46	167.68			20171.14
	Mary Maxine Redmond Trust	8976.80		8.63		66.89		8918.54		699.65	8218.89			8918.54
	Pocket Park	11928.57		7.58				11936.15		11936.15				11936.15
<b>PERMANENT FUNDS:</b>														
	Cemetery Perpetual Care	159688.60	67.10					159755.70		955.50	158800.40			159755.70
	Charles S Bidwell Book Trust	85691.25		84.70		455.86		86320.09		664.71	84655.38			85320.09
	Iona Mary Baker Trust	40744.72		40.40				40785.12		154.80	40630.32			40785.12
<b>ENTERPRISE FUNDS:</b>														
	Water Operating	271137.64	38416.89	231.98		23124.93		286661.58		119644.85	167016.73			286661.58
	Customer Deposits	88285.70	1080.00			850.00		88515.70		6943.14	81572.56			88515.70
	Water Capital Improvements	-8961.14	509.00	42.67		186417.32		-194909.23		-194909.23	82.44			-194826.79
	Sewer Operating	94111.54	51083.58	69.20		24950.81		120323.51		94035.32	26288.19			120323.51
	Sewer Capital Improvements	78911.18	1222.00	92.97				80226.15		79643.01	583.14			80226.15
	Sanitation	104823.78	38930.33	101.30		40150.43		103704.98		6613.14	97091.84			103704.98
	Sanitation Capital Improvements	51594.56	818.00	47.34				52459.90		11695.48	40764.42			52459.90
	Storm Water Fund	-4107.41	2072.71	157.11		371.26		-2248.85		-2248.85				-2248.85
<b>AGENCY FUNDS</b>														
	Flex Spending	189.90	57.68					247.58		247.58				247.58
	Enterprise Flex Spending	149.39	173.07					322.46		322.46				322.46
<b>INTERNAL REVENUE FUND</b>														
	Self Funded Insurance	0.00	21.59			21.59		0.00						0.00
<b>TOTAL OF ALL FUNDS</b>														
		4058574.51	508637.78	3686.15	28866.67	910251.64	28866.67	3460074.44	785.00	487043.30	2960469.63	5328.07	6448.44	3460074.44

City of Monticello  
 Cash On Hand By Bank  
 For September 30th, 2017

*T. Lehmann* 10/10/2017

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
<b>F &amp; M Bank</b>					
Total by Bank	\$0.00				
<b>Citizens State Bank</b>					
Savings # 6025641	\$237.26	0.500	N/A		Earl F Lehmann Trust
Total by Bank	\$237.26				
<b>Dutrac Credit Union</b>					
Total by Bank	\$0.00				
<b>Regions Banks</b>					
Checking # 0002959379	\$5,090.81		N/A		Soldiers Memorial
CD #89100344	\$6,448.44	0.05	11/20/2017	212 days	Soldiers Memorial
Total by Bank	\$11,539.25				
<b>Security State Bank</b>					
Total by Bank	\$0.00				
<b>Ohnward Bank &amp; Trust</b>					
General Ckg/Sweep #40002008	\$569,435.64	1.25	N/A		General Checking
Property Tax & Water #40001992	\$2,960,469.63	1.25	N/A		General Savings
Total by Bank	\$3,529,905.27				
<b>Total Cash on Hand- All Banks</b>	<b>\$3,541,681.78</b>				
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	\$82,392.34				
Treasurer's Balance	\$3,460,074.44				

All of the accounts referenced above are "City" accounts, reported under the City Federal I.D. #. This is an all  
 Riverside Gardeners, Inc  
 Monticello Firefighters Organization, Inc  
 Monticello Emergency Medical Team  
 Friends of the Monticello Public Library  
 Monticello Youth Baseball & Softball Assn



# COMMUNITY ANNUAL PARTNERSHIP ASSESSMENT

## Monticello, IA-October 2017

### **Economic Development Support (2016) – \$750**

- Assisted Monticello Chamber of Commerce through Annual investor support and dues

### **Community Support (2016) – \$0**

*We recently had 35 volunteers on site 9/20/17 at Camp Courageous for the annual back to school event and we also provided prizes and a donation of \$400 for the event.*

### **Environmental Partnership Program Support (2015) – \$0.**

### **Energy Efficiency Community Participation and Impacts (2016)**

- Number of Rebates: 67
- Total Community Rebate Incentives: \$73,402.00
  - kWh estimated savings: 789,020
  - therms estimated savings: 0
- Local Dealer Incentives: \$3590.00

### **Community Infrastructure Investment (2015)**

- Electrical Infrastructure Investment - \$263,092
- Natural Gas Infrastructure Investment - \$0

### **Community and County Property Taxes (FY 2016)**

- Community - \$80,607
- County - \$ 352,480.00

### **Employment**

- Anamosa Operations employs approximately 13 people from Monticello and the surrounding area.

Please visit [www.alliantenergy.com/iowacommunities](http://www.alliantenergy.com/iowacommunities) to learn more about Alliant Energy's community programs and services.



# 2017 MYBSA REPORT

## JULY 2017 MONTICELLO CITY COUNCIL MEETING

MYBSA (Monticello Youth Baseball & Softball Association) completed its 4th season/year of operation in Mid-July 2017.

In this report is a list of our 2017 Executive Board members and Board members. We have had some changes due to time and commitment issues but the core of our members have remained constant and several new members have joined this year. The MYBSA Board meets on a regular monthly basis. Our planning and organization is an ongoing process all year long and our busiest times are March through the beginning of July. Practices started the last week of April and our game season started the 3<sup>rd</sup> week of May and ended the week of the 4<sup>th</sup> of July.

Our 2017 Season again brought some changes to MYBSA. MYBSA was not allowed back into the Central City League this year as we had hoped for reasons that occurred several years ago. Doug Herman also emailed them to no avail. Our three- 3<sup>rd</sup>/4<sup>th</sup> Softball teams played each other all season with the addition of using an electric pitching machine this year which encouraged more offense and thus more defense played by the girls and not reliant on the pitching at such a young age and no travel teams kids playing. Our two - 5<sup>th</sup>/6<sup>th</sup> softball teams did have a few games with Cascade and Anamosa Rec league teams I was able to schedule. Our softball program did not have to travel out of town to play this year. Our Baseball program again had Manchester Kids league join us for 3<sup>rd</sup>/4<sup>th</sup> and 5<sup>th</sup>/6<sup>th</sup> ages and we had the addition of Midland this year also at 1<sup>st</sup>/2<sup>nd</sup>, 3<sup>rd</sup>/4<sup>th</sup> & 5<sup>th</sup>/6<sup>th</sup> age groups. This went as expected with Manchester having Travel team kids playing and Monticello without them playing. Some coaches and parents weren't happy as we didn't compete well against them. The baseball program did travel this year to compete with these 2 towns.

MYBSA hosted 3 Softball tournaments and 4 Baseball tournaments which increases my workload and the time commitment as well as those of our board members and concession workers. It takes a small army to make this happen, but they are well worth the time investment financially.

### Dates & # of teams hosted:

May 6 – 28 softball teams	June 3 – 8 softball teams	June 11 – 10 baseball teams
May 20 – BB cancelled due to rain	June 4 – 16 softball teams	June 17 – Bildstein Foundation
May 21 – 20 baseball teams	June 10 – 5 baseball teams	April – Concessions only 12U

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

Summer Rec League of 2017 ran without many incidents. Many positive comments were received from coaches and parents. Of course, we had some complaints as any league would maintaining 30 Rec league teams and scheduling for 9 Travel teams.

The trend of Travel teams forming and not participating in the Rec league is not going away. This topic is a tough one to deal with. MYBSA has acknowledged their presence and worked with them to provide practice and game fields for them to use and be covered under our liability insurance as long as they paid their registration fee and volunteered time to assist at MYBSA events. I had increased complaints this year from Rec League parents about the Travel teams and what their part in MYBSA was. Many are upset that their kids weren't given the opportunity to play on these teams and upset that these kids

didn't participate in the Rec league. This was more apparent as we played the Manchester Baseball teams this season as their Travel team kids have to play in their Rec league. Our Coaches decided not to play in Rec league and there's no way for us to enforce this unless we restrict use of the fields etc. like Manchester and Dyersville do. We didn't want to go down this road but it certainly makes my position as Commissioner a tough place to be to keep both sides happy.

We continue our marketing efforts with ads in the Monticello Express/Shopper's Guide, our MYBSA Facebook page, school handouts, hosting Boys and Girls Nights at the Ballpark with Ohnward, Citizens State Bank and The Monticello Express as sponsors. The Lions Club also provided vouchers for our Rec league players and the Travel team players for a free ticket to a Cedar Rapids Kernels game in July. Our softball and baseball tournaments are posted on the internet also. I did contact Jacob at the Berndes Center to list this information on the City website or Parks page. MYBSA is looking into a website of it's own next year for providing information to families/teams/coaches and possibly online field scheduling for practices and/or games.

Our 3- year initial donation/ad campaign has ended and local businesses were approached with a renewal option to have their banners for advertising continue to be hung at the ballfields. Bud Johnson and Bob Welter were very successful in securing commitments and donations again from our generous contributors. There were several different levels of donation commitments this year.

Background checks were completed on all coaches, with the cooperation of Britt Smith and the Monticello Police Dept for screening of any issues that would compromise the safety of our players/teams. MYBSA does have a cell phone (319)550-1817 and PO Box 101, Monticello, IA for access to us. This line is put on a seasonal hold each year from approx. August through January to save costs.

A League Assessment Day was not completed this year to save additional time commitments of parents and board members in team formation. The 2 PE teachers in town assisted with skill levels and team formation. Of course, this is never an easy task and not everyone is always happy but the season marched on.

The softball and baseball jerseys for 3<sup>rd</sup>/4<sup>th</sup> and 5<sup>th</sup>/6<sup>th</sup> boys and girls were still in great shape and were signed out to players/teams this year and collected again at the end of the season. Players were asked to purchase their own uniform pants, socks, belts and hats at Monticello Sports which gives them a great price. The younger teams are provided with a new t-shirt each season with sponsor names on them that were donators to MYBSA. These and t-shirts for the MYBSA board and umpires were ordered between Monticello Sports and Capron Screen Printing to keep business local. Some new equipment/bags were issued to teams this year, bats were regripped and lots of old equipment was cleaned out from the Berndes Center and either given to individuals for free or disposed of due to age and condition.

The Complex concession stand was open at all MYBSA league games, high school baseball games and tournaments. It was a huge success for us financially and has received many praises from local and out of town people about the quality of our food and facilities. We also managed concessions at Shannon Field for the Travel Teams and at Jaycee/Kleinow for tournaments and sporadic league nights. This is an area that could improve next year by having it open more consistently from feedback I received.

MYBSA funded the Commissioner role this year that I filled despite having another full-time job as we had no inquiries for someone to fill this position. In order to help me manage this position MYBSA agreed to a paid internship with Derek Trotter, a UD Sports and Marketing management major, to be the Field supervisor each night of the week so I didn't have this huge time commitment on my plate.



MYBSA hired a Complex concessions manager, Brandy Nietert to run the concession stand nightly and weekends when needed and schedule the stand with volunteers/workers each night as well. This is a huge task as we attempt to use parents as volunteers to help us out. Georgia Johnson and Kim Eitel were our supply ordering crew.

MYBSA also will reimburse Bud Johnson for providing himself and his staff to maintain and prep the fields for all of these teams to play ball each night.

MYBSA could not have functioned without the support of the City of Monticello, the Johnson's, team players, parents, coaches and members of our board and community to staff the many hours needed in May, June, and July. The money generated by these concessions has been put directly back into the MYBSA for operations and improvement projects.

At this point, we have some major decisions that need to be made. Bud & Georgia Johnson have expressed a desire to step back from operations. Along with this change also comes may step down as full time Commissioner due to a full time Physical Therapy job I have. Currently MYBSA is exploring options and positions to allow our success to continue in the future.

**Included in your packet:**

A list of our MYBSA Executive and Board members

A report of our 2017 registration and team numbers data

A list of our 2017 Capital Improvements

A copy of our Liability Insurance Plan

2017 Profit and Loss Report

Respectfully submitted,

Kendy Bohlken, MYBSA Commissioner

## **2017 MYBSA BOARD OF DIRECTORS**

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

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

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

**VICE PRESIDENT:** Josh Brenneman  
Monticello, IA 52310  
319-480-6820

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

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

**MYBSA FOUNDER:** Robert (Bud) Johnson

**2016 Board Members:**

Scott Brighton  
Jason Arduser  
Becky Cooper  
Tim Fangmann  
Dan Goodyear  
Joe Oswald  
Pat Recker  
Al Warthen  
Ryan Luensman  
Georgia Johnson  
Nick Zimmerman  
Josh Brenneman

# 2017 MYBSA REGISTRATION BREAK DOWN

**TEEBALL-** 77 (10 TEAMS) Games played on Saturday mornings at JC/Kleinow

**1<sup>st</sup>/2<sup>nd</sup> BASEBALL** 33 (4 TEAMS) Games played on Tues & Thurs nights at JC/Kleinow

**1<sup>st</sup>/2<sup>nd</sup> SOFTBALL** 34 (4 TEAMS) Games played on Mon/Wed nights at JC/Kleinow

**3<sup>rd</sup>/4<sup>th</sup> BASEBALL** 28 (3 TEAMS) Games played on Tues & Thurs nights at the Sports Complex

**3<sup>rd</sup>/4<sup>th</sup> SOFTBALL** 32 (3 TEAMS) Games played on Mon & Wed nights at the Sports Complex

**5<sup>th</sup>/6<sup>th</sup> BASEBALL** 33 (3 TEAMS) Games played on Tues & Thurs nights at the Sports Complex

**5<sup>th</sup>/6<sup>th</sup> SOFTBALL** 15 (2 TEAMS) Games played on Mon & Wed nights at the Sports Complex

**7<sup>TH</sup> GRADE BASEBALL** 9 (1 TEAM) Scheduled for 11 games this team.

261 Rec League players + 90 Travel team kids = **351 TOTAL PLAYERS**

30 total Rec League teams managed

9 Travel teams to schedule for practices (90kids) & 9 coaches (1-10U SB team did play in Rec)

55 Head & Assistant Coaches for Rec League

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

### **BASEBALL:**

8U- 12

9U- 12

10U- 12

11U- 11

12U- 11

13U- 11

Total: 69

### **SOFTBALL:**

10U- 11 (These girls did play Rec)

12U- 10

12U- 11

Total: 31

## 2017 MYBSA CAPITAL IMPROVEMENTS

- Purchased Jugs pitching machine \$1300
- Buried electrical service on field for pitching machine \$450
- Purchased 2 beverage coolers & deep freeze for concession stand \$6400
- Hard wired 2 overhead garage door openers \$350
- Purchased 2 portable pitching mounds \$1000
- Purchased semi load of red lime \$1500
- Purchased \$1500-2000 worth of new sports equipment
- Outfield fence banner program (20 new members banners) \$10,300
- New sidewalks at Jaycee/Kleinow diamonds \$2000
- Finished protective netting over the East & West diamonds sitting area
- Rebuilt 4 picnic tables (new seats & tops, stained and sanded \$400

Submitted a grant application to Wellmark for \$18,000 to build a small playground at Jaycee/Kleinow which requires a \$9000 MYBSA match.  
(Notice date end of August)

**Commercial Lines Policy Declaration**

**Customer Number:** 0111046138  
**Policy Number:** 2075358 03

**Policy Period:** 04/04/2017 to 04/04/2018  
at 12:01 AM Standard Time at Your Mailing Address Shown Below

**Named Insured and Address:**  
Monticello Youth Baseball And Softball Association  
PO Box 302  
Monticello, IA 52310

**Agency Name and Address:** 14041  
B & E INSURANCE AGENCY  
110 W FIRST ST PO BOX 71  
MONTICELLO, IA 52310  
319-465-5411

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

This policy consists of the following coverage parts for which a premium is indicated. This premium may be subject to adjustment.

Coverage Part	Premium
Commercial General Liability Coverage	\$1,387
Commercial Liability Umbrella Coverage	\$750
Total Premium:	\$2,137
Total Including Taxes, Fees and Surcharges:	\$2,137

**This is not a bill.** A billing invoice will be sent separately.

See attached schedule for forms applicable to all coverage parts.

Countersignature Tom Barkaw  
(Authorized Representative)

Date 3-9-17

4:14 PM  
 07/28/17  
 Accrual Basis

**Monticello Youth Baseball Softball Association**  
**Profit & Loss**  
 January through December 2017

	Jan - Dec 17
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Concessions	44,432.44
Donation	1,600.00
Entry Fees	25,500.00
Lease Registration	7,000.00
<b>Other Types of Income</b>	
Miscellaneous Revenue	660.43
<b>Total Other Types of Income</b>	660.43
Pants Sale	628.00
<b>Total Income</b>	79,818.87
<b>Expense</b>	
Awards	612.77
Bank Fee	39.40
Cell Phone	119.00
Commissioner Salary	5,000.00
Concession Manager	3,200.00
Concession Repairs	1,101.08
Concessions Exp	24,514.19
Facilities Updates	2,345.68
Insurance	2,137.00
Intern Salary	1,500.00
League Expenses	2,839.00
Office Supplies	169.21
Porta Potties	595.00
Refund	2,050.00
Registration Fee Refund	20.00
Start Up Cash	3,460.00
Umpire Expense	8,100.00
<b>Total Expense</b>	67,602.33
<b>Net Ordinary Income</b>	22,016.54
<b>Net Income</b>	22,016.54

→ 17,622.02 Tournament Concessions  
 → 26,810.42 Regular Concessions

Beginning 12-31-16 5,196.<sup>19</sup>  
 Net Income 22,016.<sup>54</sup>  
 Balance 2-27-17 27,212.<sup>73</sup>

Tournament ~~Concessions~~ TOTALS 32,199.<sup>02</sup>  
 Tournament Concessions \$17,622.02

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



Agenda Item: # 1  
Agenda Date: 10/02/17

**Communication Page**

**Agenda Items Description:** Resolution to schedule Public Hearing on proposed Sale of property located at 224 N. Chestnut Street to Norm Zimmerman.

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

**Attachments & Enclosures:**

Resolution  
Draft Agreement

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:

**Synopsis:** Council previously directed me to work with Norm Zimmerman on his purchase of property located at 224 N. Chestnut Street.

**Background Information:** Tonight's Resolution schedules the proposed sale of the property located at 224 N. Chestnut Street to Norm Zimmerman. The Public Hearing would be held on November 6<sup>th</sup> at 6:00 p.m. At that time public comment would be received and the Council would decide whether or not to proceed with the sale to Zimmerman.

Key Terms Discussed and Agreed to With Norm:

1. Purchase Price: \$20,000
2. Construction to commence on project by no later than 10/1/2018.
3. Norm to pay \$5,000 down at approval of agreement, transaction to close prior to commencement of construction, but no later than 10/1/2018.
4. Norm to build a home substantially consistent with home and carriage house proposed and approved by City Council.
5. If closing does not occur prior to 10/1/2018 Norm forfeits the \$5,000 down payment to the City and City may again market the property. (But for Good Cause outside control of Norm; see below)
6. From entry of agreement forward Norm will be responsible for property maintenance including snow removal and lawn care.
7. Prior to Closing the City will provide an updated abstract of title and will transfer the property by Warranty Deed.
8. At Closing Norm will pay the balance due and closing costs will be distributed amongst the seller and buyer as a normal R.E. Transaction.

The reason I proposed that we not transfer the property until the fall is that it will provide the most flexibility for the City should Norm for some reason not be able to follow through. If he does not follow through for good cause, as explained in the attachment, he would get down payment back. (Good Cause would be serious illness, etc., not just a change of heart or increased costs of materials.)

If we transferred the property to Norm and he backed out we would need to then see to the return transfer of the property, another abstract update, a proration of real estate taxes, etc. This is a much cleaner option.

Norm asked that we allow his \$5,000 down payment to be as follows:

1. He pay Jerry McElmeel for garage demolition: \$2,000 +/-
2. He pay Environ. Mgmt. Service for asbestos work: \$1,600 +/-
3. He pay the City the balance due: (\$5,000 less \$3,600) \$1,400 +/-

This route provides Norm the ability to deduct these expenses and does not negatively impact the City and I, therefore, did not see any reason to object. In the end the City is still receiving the equivalent of \$5,000.

**Recommendation:** I recommend that the Council approve the proposed Resolution to schedule Public Hearing on the proposed sale of 224 N. Chestnut Street to Norm Zimmerman for November 6, 2017 at 6:00 p.m.



# THE CITY OF MONTICELLO, IOWA

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

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

**Resolution** scheduling Public Hearing on proposed Sale of Property located at 224 N. Chestnut Street, Monticello, Iowa to Norm Zimmerman

**WHEREAS**, The City sought proposals related to the purchase of City owned property located at 224 N. Chestnut Street, Monticello, and

**WHEREAS**, The City received two proposals to purchase the property with one proposing to erect an addition to an existing neighboring home and another proposing to building a new period appropriate home on the property, and

**WHEREAS**, The Council directed the City Administrator to work on an agreement with Norm Zimmerman related to his proposal to purchase the property with a plan to construct a period appropriate craftsman style home with two story carriage house on the rear lot, and

**WHEREAS**, A preliminary agreement has been put together for Council approval, and

**WHEREAS**, The Council cannot approve the sale of a City owned property without first holding a Public Hearing on the proposed sale.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 16<sup>th</sup> day of October, 2017 that a Public Hearing on the proposed sale of City owned property located at 224 N. Chestnut Street, Monticello, Iowa to Norm Zimmerman is hereby scheduled for the 6<sup>th</sup> day of November, 2017 at 6:00 p.m. at the regularly scheduled City Council Meeting that will be held in the Community Media Center, a/k/a Council Chambers, at the Monticello Renaissance Center.

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

---

Dena Himes, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk



CITY OF  
MONTICELLO

200 E. First St.  
Monticello, IA 52310  
(319) 465-3577  
Fax (319) 465-3527

*Equal Opportunity Employer - Fair Housing City*

To: Norm Zimmerman  
From: Doug Herman, Monticello City Administrator  
Re: 224 N. Chestnut Street Property, Terms of Sale  
Date: October 06, 2017

---

Norm:

First of all, thank you for your interest in the property located at 224 N. Chestnut Street property. Your interest in building a new home on this lot is clearly a plus for the neighborhood and the community as a whole. As you are aware, the Council has had plenty of debate on the sale of this property, considering your proposal and the proposal of Tom Harmon. Both projects, standing alone, have merit, but as you are aware a majority of the Council has found your project to be the better of the two when considering the overall interests of the Community.

The Council has directed me to work up an agreement with you prior to the next Council meeting. At that meeting the Council will be asked to schedule a public hearing on the proposed sale of the lot to you based upon the terms of an agreement that hopefully we can largely work out between now and next Thursday. Please review the following "ideas"/provisions and give me a call early next week to review. (Some pretty straightforward and some not so much.)

1. Purchase Price: \$20,000
2. City to provide Updated Abstract and transfer by Warranty Deed (at appropriate time)
3. Taxes are currently not due or accruing due to City ownership, taxes would begin to accrue upon your ownership.
4. Project to be constructed in substantially similar fashion to proposal. (Craftsman style house with two story carriage building.)
5. Construction to begin by no later than 10/04/18.

The Council has asked what would happen if you did not move forward with the project as proposed. I have given that a lot of thought and do not know that I have the perfect answer, but this is what I have come up with.

1. What if you pay the City "X" now, maybe \$5,000, to hold in escrow with a closing date scheduled for next fall, to be determined as we get closer to the planned commencement of your project?
2. When we get closer to the commencement of your project, the City will then update the abstract and transfer the property to you with the balance of \$15,000 being due and payable at

that time. (One benefit of this is that the taxes would not accrue to you until the date of transfer.)

3. If you, without good cause (death, serious illness, etc.; something other than a change of heart or increased product costs for example) do not move forward as agreed the City could, in the discretion of the City Council, either choose to close with you, collecting the balance due, or forfeit the earnest payment and sell the property to another. (I don't have concerns on this front but others have asked "how do we guarantee he moves forward as proposed?")
  - a. A side benefit of this provision is that the City does not spend money on the abstract and does not transfer the property until you are in fact moving forward.

The other option would be to follow a more traditional approach where the property would in fact be transferred to you immediately, abstract updated immediately, and full payment made. If we proceed in that fashion we would merely need to come up with a solution to ownership/etc. if you for good cause cannot proceed as planned.

Give this all some thought. I have not yet shared these thoughts with the City Council and do not have a feel for which choice they would like the best, just trying to cover the goals/concerns they have expressed.

Thanks and will talk to you next week.

A handwritten signature in black ink, appearing to read "V. Prunger". The signature is written in a cursive style with a large, sweeping initial "V" and a long horizontal flourish extending to the right.

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



Agenda Item: # 2  
Agenda Date: 10/02/17

**Communication Page**

**Agenda Items Description:** Resolution to approve Cemetery Paving Project.

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

**Attachments & Enclosures:**

Resolution

Asphalt and Concrete Bids

"Map" and Snyder E-mail

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Cem. / Cem.Improv.

\$14,000 - \$21,000 +/-

**Synopsis:** Cemetery Board desires to move forward with paving project in area of cemetery that is regularly used but is currently gravel, with plans to improve other areas in future years.

**Background Information:** The Cemetery Board considered asphalt paving and concrete paving of one stretch of Cemetery Roadway and voted to recommend a 3" asphalt road at the approx. cost of \$14,205.00 (Plus additional base as necessary at \$25/ton, minimum charge of \$250 applies. (Per load I assume) Bid from Pate Asphalt. Estimated quantity of 530 SY. Work might be able to be done this fall.

Brant had obtained a number of concrete bids, with the lowest bid coming from Accent Construction in the amount of \$21,282. Bid provides for a 7" PCC road and a total area of 520 SY. (Bid includes unit pricing that would increase or decrease based upon quantities.) Work could not be done until next spring. I reached out to Patrick, and depending upon the quality of the base we could reduce the thickness to 4" to 6". (See attached e-mail)

I don't find it critical to complete this project before winter and would not base decision on timing. Concrete would in my opinion have a much longer life and if we reduce the thickness from 7" to 4" - 6" the bid price provided by Accent will also come down. Accent is a local company as well.

The budget has \$10,000 for summer help that was not utilized this summer, some of those dollars will be available even if we use summer help in the spring of 2018. Cemetery Improvement has \$5,000 budgeted to spend. (Cemetery Improvement Fund has almost \$70,000 in it.)

**Recommendation:** I recommend that the Council consider the options, asphalt versus concrete, the recommendation of the Board, and that direction be given as to how the Council wishes to proceed.

# THE CITY OF MONTICELLO, IOWA

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

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

### Resolution to approve Cemetery Paving Project

**WHEREAS**, Oakwood Cemetery has a number of roadways that are not yet paved, and

**WHEREAS**, The Cemetery Board is in favor of pursuing a paving project this fiscal year and has looked at both asphalt and concrete options, and

**WHEREAS**, The Council has reviewed a bid for 3" of asphalt or up to 7" of concrete, and

**WHEREAS**, The Council finds that the best approach would be to move forward with asphalt/concrete paving, and

**WHEREAS**, The Council finds that \_\_\_\_\_ should be hired to perform the project based upon the bid submitted by them with the following modifications:  
\_\_\_\_\_  
(if any) \_\_\_\_\_

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 16<sup>th</sup> day of October, 2017 that staff is directed to proceed with the proposed Cemetery Paving Project, paving approximately 525 SY of roadway, and that the pavement to be utilized shall be \_\_\_\_\_, and \_\_\_\_\_ shall be hired as the contractor to perform said work.

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

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

*Attest:*

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



# Proposal

"Pavement Specialists"



## Pate Asphalt Systems

Cedar Rapids 319-393-4812 Waterloo 319-287-7283 Iowa City 319-354-7283 Dubuque 563-556-7283  
3285 3rd Avenue • Marion, IA 52302 • E-Mail office@pateasphalt.com • www.pateasphalt.com • FAX 319-393-0087

**TO:** Oakwood Cemetery

319-465-5960

October 2, 2017

Highway 38  
Monticello, IA 52310

We hereby submit specifications and estimates for:

### Option 1 - 3" hot mix asphalt

#### Area 1:

- Shape and compact existing rock base of approximately 4,786 sq. ft.
- Apply a tack emulsion coat to edges.
- Install 3" hot mix asphalt surface to approximately 4,786 sq. ft.  
**\$14,205.00**

#### Area 2:

- Shape and compact existing rock base of approximately 8,720 sq. ft.
- Apply a tack emulsion coat to edges.
- Install 3" hot mix asphalt surface to approximately 8,720 sq. ft.  
**\$24,115.00**

If areas 1 & 2 are scheduled at the same time, deduct \$1,250.00

#### NOTES:

1. Proposal subject to material price increases.
2. There will be an additional charge if any extra rock / sub-base material is needed at \$25.00 per ton (delivered & graded) -- Minimum charge of \$250.00 applies.
3. Owner responsible for all private utility locations & the cost to repair these utilities if unmarked.

#### PAYMENT ON COMPLETION

Please sign and return one copy to: 3285 3rd Ave., Marion, IA 52302 or email to office@pateasphalt.com

Payment on completion; with a finance charge on accounts over 30 days past due of 2% per month which is an Annual Percentage Rate of 24% applied to the unpaid balance. \$5.00 monthly minimum finance charge.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Buyer/owner to carry necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature \_\_\_\_\_  
PM SYSTEMS CORPORATION

Note: This proposal may be withdrawn by us if not accepted within **30** days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_ Signature: \_\_\_\_\_

# OAKWOOD CEMETERY DRIVES

Date: August 10, 2017  
Return Date:

City of Monticello  
200 E. 1<sup>st</sup> St  
Monticello, IA 52310  
319.465.3577

TO:

**ACCENT CONSTRUCTION**  
319-465-3244  
PO BOX 475  
MONTICELLO, IA 52310-1427

Scope of work consists of excavating/grading and pouring roadway with PCC where existing gravel roads currently exist and placing suitable soil for seed on edges of concrete. Roadway estimated at 11 ft width with radius to existing concrete drive. Seeding will be performed by Public Works. Roadway should match existing grass elevations as well as possible (cannot be poured on existing rock). Bid form is for scope purposes, lump sum bids will be accepted as long as work is fully performed.

ITEM #	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Mobilization	-	Lump Sum		\$ 1070 <sup>00</sup>
2	Subgrade rock	110	Ton	\$ 12 <sup>00</sup>	\$ 1320 <sup>00</sup>
3	PCC 7" drive	<del>205</del> 520	SY	\$ 35 <sup>10</sup>	\$ 18,252 <sup>00</sup>
4	Backfill/blend grade	-	Lump Sum		\$ 640 <sup>00</sup>
				TOTAL	<u>\$ 21282<sup>00</sup></u>
ALT additional work					
	Subgrade rock	See map	Ton	\$ 12 <sup>00</sup>	
	PCC 7" drive	See map	SY	\$ 35 <sup>10</sup>	
Total					

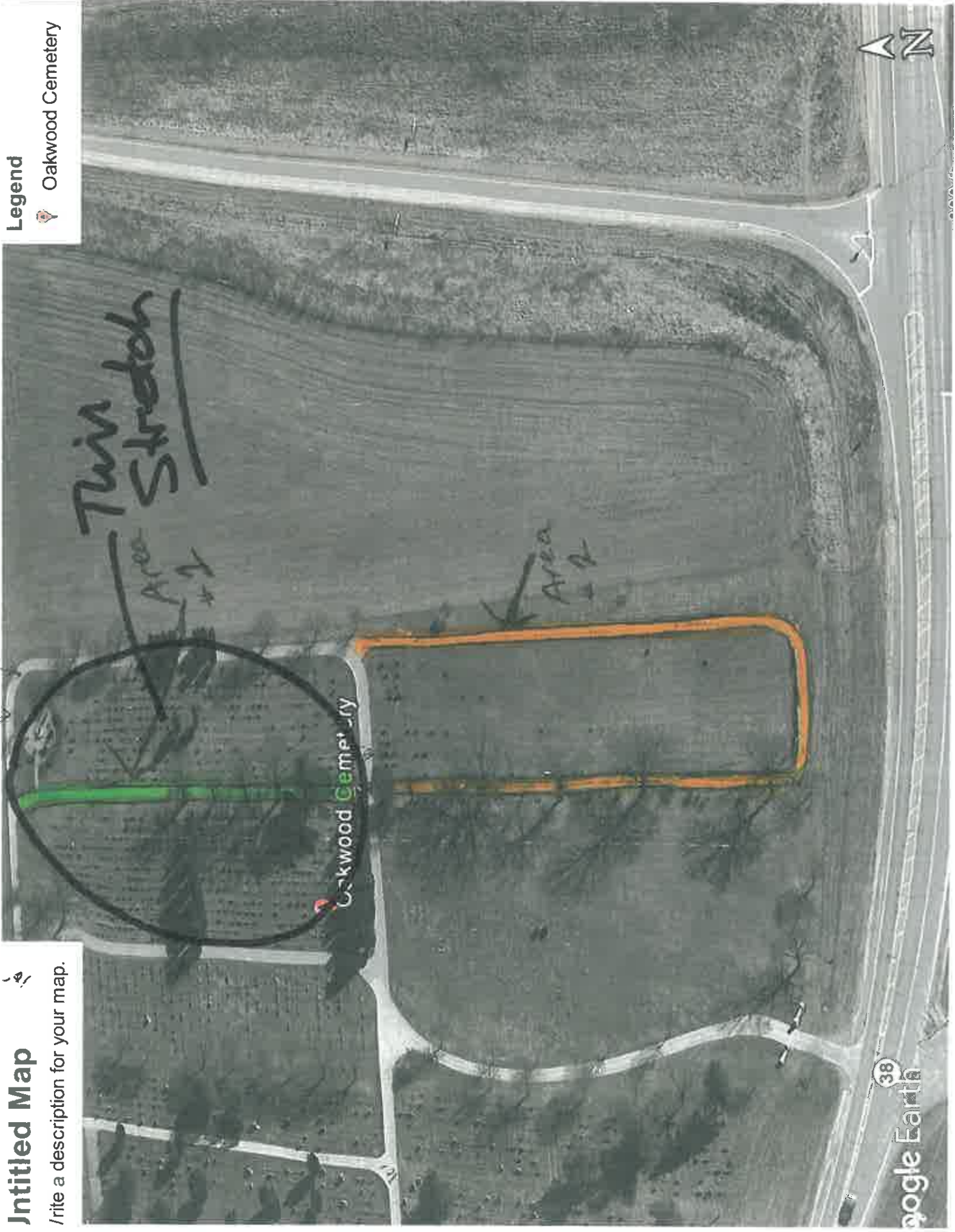
Any questions can be directed to Brant @ City  
Hall 319.465.3577 or Public Works Dept.  
319.465.5277

THANK YOU FOR YOUR QUOTE



# Untitled Map

Write a description for your map.



## Legend

 Oakwood Cemetery

## Doug Herman

---

**From:** Patrick Schwickerath <pschwickerath@snyder-associates.com>  
**Sent:** Thursday, October 12, 2017 11:45 AM  
**To:** Doug Herman  
**Subject:** RE: Cemetery Road Spec.

Doug,

I recall discussing this previously, but I do not have a copy of our email or phone discussion log right now. Sidewalks are typically 4" thick. Older sidewalks in town were likely 4" thick and built right on top of the old farm ground. We see how some of those have held up over time.

I recall us discussing that the largest load on the roads would likely be from the grave digging equipment, snow removal equipment or perhaps a gas truck (is there a propane tank at the cemetery?). In general a thicker pavement will last longer. The key for the cemetery pavement to last longer will be for it to have a good base. Topsoil makes for a very poor base. If there is no topsoil and the subgrade material is well compacted the pavement will hold up longer.

For a road like this just bringing in the paving equipment is a significant expense. Increasing from 4.5" to 6" shouldn't increase the cost proportionally. Our recommendation would be to construct a 5" thick pavement if the topsoil is removed and 12" of subgrade are well prepared and compacted. If 12" of subgrade isn't going to be well prepared and compacted we'd recommend 6" of concrete.

Hopefully that provides the information you need. If not let me know. Thanks!

Patrick Schwickerath, P.E.  
Civil Engineer  
SNYDER & ASSOCIATES, INC.

-----Original Message-----

From: Doug Herman [mailto:dherman@ci.monticello.ia.us]  
Sent: Thursday, October 12, 2017 9:26 AM  
To: Patrick Schwickerath <pschwickerath@snyder-associates.com>  
Subject: FW: Cemetery Road Spec.

Patrick:

I believe Snyder recommended 6" of concrete for cemetery roadways. Dale Mescher with Bard has told a Cem. Board member that 6" is overkill and that 4 1/2 would be plenty. Please take a look below and respond.

Thanks

Doug

-----Original Message-----

From: Larry Behrends [mailto:sdnerheb@icloud.com]  
Sent: Thursday, October 12, 2017 8:46 AM  
To: Doug Herman <dherman@ci.monticello.ia.us>; tyeoman@yo-ho.com

Subject: FYI

I visited with Dale Mescher(project manager) for Bard concrete about the recommended thickness of concrete for our cemetery roads should we decide to go that route. He said 4 inches or 4 1/2 at the most is plenty adequate for cemetery traffic. I asked about using 6 inches and he said that would be a waste of money and resources. Dale can be reached at 1 563 599 8144 if you have questions. Larry

Sent from my iPad

---

NOTICE: This E-mail (including all attachments) is covered by the Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521, is confidential and may contain legally privileged information. If you are not the intended recipient, you are hereby put on notice that any retention, dissemination, distribution, or copying of this communication or any part thereof is strictly prohibited. Please call or reply to the sender immediately that you have received this message in error, then permanently delete it.

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



Agenda Item: # 3  
Agenda Date: 10/02/17

**Communication Page**

**Agenda Items Description:** Resolution to approve purchase of Water Dpt. Vehicle

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

**Attachments & Enclosures:**

Resolution

Bid (received to date)

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Water Dpt. Operating

\$42,000 +/-

**Synopsis:** The water department van is showing age and plan has been in place to replace it with more user friendly vehicle with a truck chassis and box where tools accessed from outside of cab. (Brant could describe better.)

**Background Information:** A quote is attached for a 2017 Ford F350 Chassis with a 6.2 V-8. This Chassis would be purchased through Freese Motors. It would be fit with a Knapheide KUV body. (Similar to what Whitehawk has I believe.) The Chasis comes in at \$29,800 and the Knapheide KUV body comes in at \$12,340. Both prices are quotes and may require a bit of fine tuning. We are waiting for pricing from Stephen Motors but would like to get this project moving and have been waiting for pricing for some time according to PW Director. I hope to have something from Stephen Motors by Monday.

The Water Dpt. Van would be cleaned up, have a bit of minor body work done, and then used as a Park and Recreation vehicle. (We currently have the small ford pickup and would add this as a second vehicle in which a lot of items could be hauled and locked up.)

The Water Operating budget included \$27,500 for the purchase of a new vehicle. With that said it appears we will be coming in well under budget in other areas and could absorb what is clearly a higher than originally estimated cost.

**Recommendation:** I recommend that the Council approve moving forward with the proposed purchase of a new Water Dpt. Vehicle. (Call Brant with questions.)

# The City of Monticello, Iowa

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

RESOLUTION #17-\_\_

## Resolution to approve purchase of Water Department Vehicle

**WHEREAS**, the Monticello PW Water Department van is in need of replacement, and

**WHEREAS**, Bids were sought for a chassis from Freese Motors and Stephen Motors and the following quotes were received:

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

and

**WHEREAS**, The Public Works Director proposed and recommended that the Council approve the quote from \_\_\_\_\_ for a \_\_\_\_\_ in the amount of \$ \_\_\_\_\_ and to move forward with the purchase of a KUV body from Knapheide to be installed on said chassis, and

**WHEREAS**, The Council finds that the Water Dpt. would benefit from the purchase of this new vehicle, that money appears to be in the budget in an amount adequate to cover this purchase, and that the vehicle being replaced will be a good second vehicle for the Monticello Park and Recreation Dpt..

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve of the purchase of the \_\_\_\_\_ from \_\_\_\_\_ Motors, and the purchase of the Knapheide KUV body as proposed at the estimated amount of \$ \_\_\_\_\_.

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

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

Attest:

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

2017 F350 4X2 Chassis 6.2 V-8

CNGP530 VEHICLE ORDER CONFIRMATION 07/13/17 16:44:23  
 ==> Dealer: F41781  
 2017 F-SERIES SD Page: 1 of 2  
 Order No: 0055 Priority: H5 Ord FIN: QI649 Order Type: 5B Price Level: 755  
 Ord PEP: 630A Cust/Flt Name: CITY OF MONTI PO Number:  
 RETAIL RETAIL  
 F3E F350 4X2CHAS/CS \$33230 17F XL DECOR PKG NC  
 .145" WHEELBASE 18B PLAT RUNNING BD 320  
 Z1 OXFORD WHITE 9800# GVWR PKG  
 A VNYL 40/20/40 41H ENG BLK HEATER NC  
 S MEDIUM EARTH GR 425 50 STATE EMISS NC  
 630A PREF EQUIP PKG 59H HI MNT STOP LMP NC  
 .XL TRIM 65M MID-SHIP TANK NC  
 572 .AIR CONDITIONER NC  
 996 6.2L EFI V8 ENG NC  
 44P 6-SPD AUTOMATIC NC  
 TBK .LT245 BSW AS 17 NC  
 X3E 3.73 ELOCKING 390  
 90L PWR EQUIP GROUP 915  
 TELE TT MIR-PWR  
 JOB #2 BUILD

TOTAL BASE AND OPTIONS 36870  
 TOTAL 36870  
 \*THIS IS NOT AN INVOICE\*  
 \*TOTAL PRICE EXCLUDES COMP PR  
 \* MORE ORDER INFO NEXT PAGE \*  
 F8=Next

CNGP530 VEHICLE ORDER CONFIRMATION 07/13/17 16:44:59  
 ==> Dealer: F41781  
 2017 F-SERIES SD Page: 2 of 2  
 Order No: 0055 Priority: H5 Ord FIN: QI649 Order Type: 5B Price Level: 755  
 Ord PEP: 630A Cust/Flt Name: CITY OF MONTI PO Number:  
 RETAIL RETAIL  
 68D PAYLOAD DOWNGRD NC  
 794 PRICE CONCESSN  
 REMARKS TRAILER  
 96V XL VALUE PKG 720  
 .CRUISE CONTROL  
 .AMFM/CD/CLK  
 SP FLT ACCT CR  
 FUEL CHARGE  
 DEST AND DELIV 1295

TOTAL BASE AND OPTIONS 36870  
 TOTAL 36870  
 \*THIS IS NOT AN INVOICE\*  
 \*TOTAL PRICE EXCLUDES COMP PR

*Price Concession 35400*  
*5600*  
*29800*  
*Knapsheide KUV Body 12340*  
*42180*

*\$340 less if City picks it up in Quincy.*

F1=Help F2=Return to Order F7=Print  
 F4=Submit F5=Add to Library F3/F12=Veh Ord Menu  
 F9=View Trailers  
 S099 - PRESS F4 TO SUBMIT  
 fmcdealr@finance-PC  
 Jul 13, 2017 3:45:06 PM

*2017 F350's can still be ordered.*

*I used the Knapsheide pricing for the Conoline Chassis, it should be pretty close.*

QC20151



The Knapheide Manufacturing Company  
 1848 Westphalia Strasse | PO Box 7140  
 Quincy, IL 62305-7140  
 www.knapheide.com

# QUOTATION

Quote Number: L4122-17

For questions, please contact: **Chris Schmidt**  
 cschmidt@knapheide.com  
 (217) 592-5427

### Customer Information:

Customer: Freese Motors  
 Customer Number: 23836

End Customer: Dealer  
 Contact: Brad Freese

### Quote Information:

Quote Date: 07/13/2017

Quote Expiration: 09/11/2017 Quoted Qty: 1

Quote Terms: NET 30 DAYS  
 (Subject to Credit Approval)

### Vehicle Information:

Year: 2017  
 Axle: Single Rear Wheel  
 Engine: A 6.2-G

Make: Ford  
 CA: 80 Inches  
 Fuel Type: Gas

Model: E3F-E350-6  
 Wheel Base: 138 inches  
 Transmission: Automatic

Cab: Cutaway  
 GVWR: 10,050  
 2/4 WD: 2 Wheel Drive

### Delivery Information:

Total Price Includes F.O.B.: Monticello, IA 52310  
 Installer Location: Quincy, IL  
 Ship Via: CUST P/U

*Pricing for F-Series chassis may be slightly different. They did not give me a quote on the F-Series Body.*

### Base Quote Information:

Qty	Item Description	Notes/Specifications
1	KUV129SL-TP KUV Body	Low Roof Includes: Galva Grip Step Bumper LED Flush Mount Light Kit Master Locking System Exterior and Interior Painted Single Stage White
1	Solid Rear Doors	

Total 12000  
 Freight 340  
 Total Sell Price 12340

The following options may be added or deleted:

Opt#	Qty	Item Description	Notes/Specifications	Price
1	1	electric compartment	locks with master locks	\$1,561
2	1	Paint Exterior of Body <i>WHITE IS STANDARD</i>	base coat/clear coat Ford Silver ILO single stage white *Paint code required at time of order*	\$1,400
3	1	Class V Receiver Hitch		\$455
4	1	7-Way Trailer Plug - Flat		\$95
5	1	Ford Codeable Padlock	Hansen# 7016819 (Ford 83) stowed in cab -priced per each pad lock	\$34
6	1	Peterson LED Compartment	lights	\$1,012

*\$340 less if City of Monticello picks it up in Quincy, Ill.*

(CONTINUED)

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



Agenda Item: # 4  
Agenda Date: 10/02/17

**Communication Page**

**Agenda Items Description:** Resolution to consider setback related to Kraus Plumbing & Heating Monument Signage.

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

**Attachments & Enclosures:**

Resolution

Aerial with notes

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Brian Kraus wishes to install a monument style sign in front of his business on Oak Street. Ordinance allows Council to consider setback of less than 5' upon request.

**Background Information:** The grassy area between the Kraus building and Oak street is not very wide. Brian is planning to install a new monument sign in that area after the removal of trees currently located there. The ordinance provides for a 5' setback from the ROW unless a lesser distance is permitted by the Council. This provision was put in place in recognition of the fact that some areas had very little ground to work with and/or there were some very wide right-of-ways.

The area between Brian's building and Oak Street ROW ranges between 11' and 16' +/- depending upon where one measures from. The 16' distance puts the sign much closer to the Kraus building to the east and said building would largely block visibility of a new sign. The further the sign goes to the west the narrower the area becomes. The Oak Street / Hwy. 38 ROW is very wide there as well. (See attached Aerial). Due to the fact that the ROW is so wide in that area, and eats into the grassy area, I see no reason to allow the sign to be erected up to the ROW line. Brian has not yet come up with an exact location or sign size as he does not yet know the limits he will need to follow.

**Recommendation:** I recommend that the Council approve the installation of a monument style sign on the Kraus property, after the issuance of a building permit, so lon as said sign does not enter or overhang the Oak Street ROW.



# THE CITY OF MONTICELLO, IOWA

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

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

**Resolution** to approve setback related to Kraus Plumbing & Heating Monument Signage

**WHEREAS**, Brian Kraus has requested that the Council allow the installation of a monument sign in front of his business between the business and the Oak Street ROW that does not meet the standard 5' setback set forth within the City Code, and

**WHEREAS**, The City Code specifically permits the Council to reduce that setback requirement, the provision being added to the Code to provide flexibility when the area available for the sign is limited and/or the ROW is very wide, and

**WHEREAS**, The Council has reviewed the proposed sign location and the Oak Street ROW and finds that it would not be inappropriate for the sign to be located up to the ROW so long as the sign does not infringe within the area of the ROW based upon the limited space between the building and the ROW and the wide nature of the Oak Street ROW.

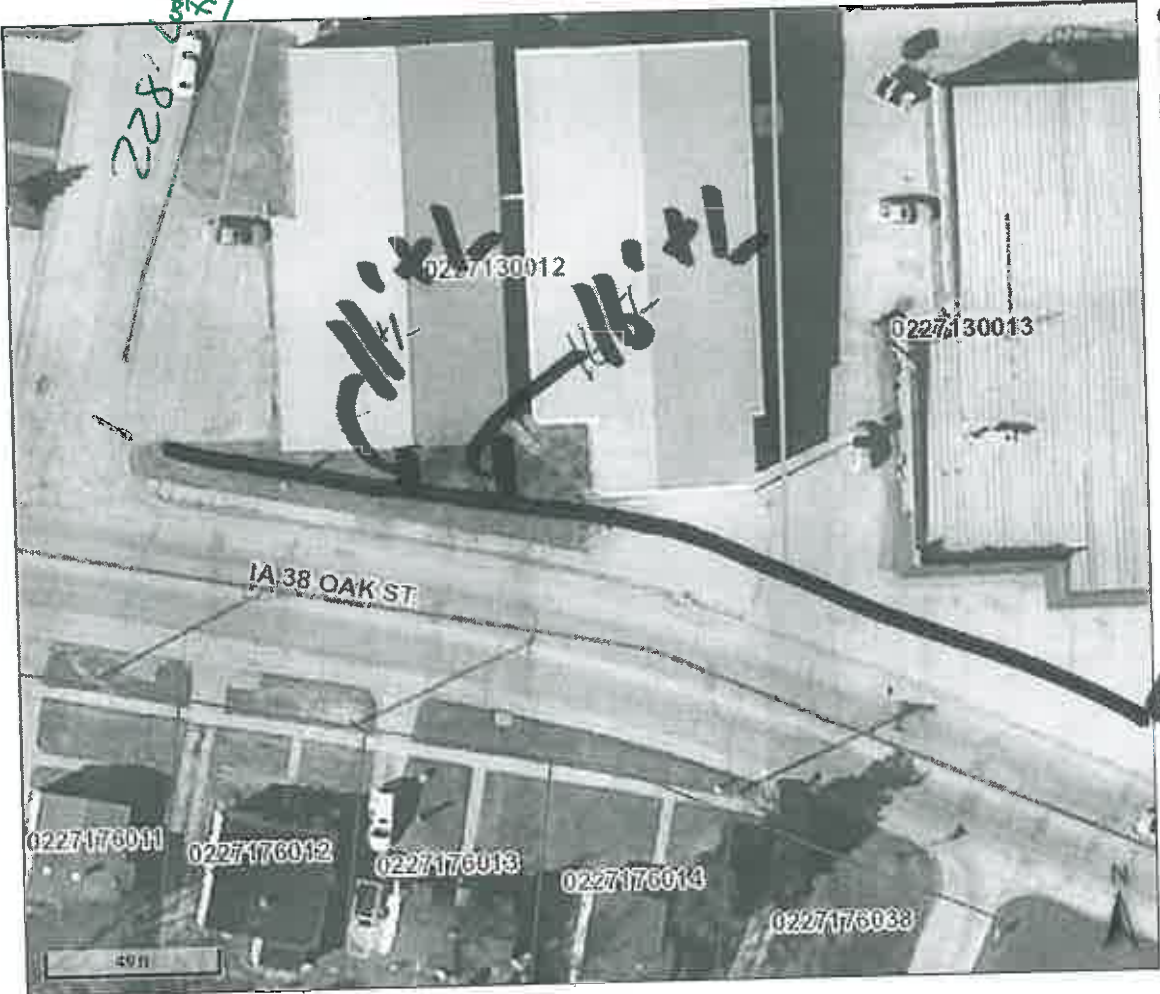
**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 16<sup>th</sup> day of October, 2017 that Brian Kraus is permitted to erect a monument style sign on his property, located at 317 S. Locust Street, between his building and the Oak Street ROW, with no setback from the ROW being required.

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

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

*Attest:*

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



**Legend**  
 □ Parcels  
 — Cartography  
 — Major Roads

**ROW Line**

<b>Parcel ID</b>	0227130012	<b>Alternate ID</b>	177400	<b>Owner Address</b>	KRAUS, MICHAEL W & EMILY
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	C		14432 190TH ST
<b>Property Address</b>	317 S LOCUST ST	<b>Acreage</b>	n/a		MONTICELLO IA 52310-1724
	MONTICELLO				
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	KRAUS 1ST.ADD LOT 1				
	(Note: Not to be used on legal documents)				

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

Date created: 10/10/2017  
 Last Data Uploaded: 10/9/2017 8:00:18 PM

Developed by  
 The Schneider Corporation

*Kraus, Brian  
 (Monument Sign)*

City Council Meeting  
Prep. Date: 10/06/17  
Preparer: Doug Herman



Agenda Item: # 5  
Agenda Date: 10/02/17

**Communication Page**

**Agenda Items Description:** Resolution to consider use of Economic Development Funds to assist with Asbestos Removal / Abatement at 218 W. 1<sup>st</sup> Street, Monticello

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

**Attachments & Enclosures:**

Resolution (To be prepared Monday)

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Monk property at 218 W. 1<sup>st</sup> Street has been inspected for asbestos and “may” have a sizable quantity in need of removal prior to demolition. City could assist with grant out of Economic Development fund or Hotel Motel tax fund.

**Background Information:** Brian has not yet requested a specific amount of assistance from the City and may choose not to. He will not have test results back and/or a quote on the removal until Monday, maybe later, and I wanted to get something in the packet to cover that contingency.

The “Economic Development Fund” was used most notably to assist Kromminga Motors in their clean-up of the now southern Kromminga Buildings building formerly owned by White. The City and the Development Corp. each made a significant investment in that project. (I do not recall the specific amount but believe that each either put in \$30,000 +/- or the total investment of the two was \$30,000 +/- The Econ. Dev. Fund will have a negative balance until the Hughes house transaction closes, but that is one location where money could come from another being the Hotel/Motel tax fund as a portion of that money must be used for Ec. Dev. Purposes.

Depending upon further conversations with Brian on Monday I may pull this from the agenda.

**Recommendation:** I recommend that the Council consider a cost share on the asbestos removal project at 218 W. 1<sup>st</sup> Street, paying for said cost share from the City Econ. Development Fund or Hotel/Motel tax fund.

**City Council Meeting**  
**Prep. Date:** 10/12/17  
**Preparer:** Doug Herman



**Agenda Item:** # 6  
**Agenda Date:** 10/16/17

***Communication Page***

**Agenda Items Description:** Ordinance to amend Chapter 63.01 of the Code Re: Speed Limits. (S. Cedar St.)

**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:** Ordinance enacts business district speed limit on Cedar Street from 1<sup>st</sup> Street on north to Washington Street on the south.

**Background Information:** Due to increased business presence and traffic flow the Police Chief recommends that the section of S. Cedar between E. 1<sup>st</sup> Street and E. Washington Street be restricted to a 20 mph speed zone.

**Recommendation:** I recommend that the Council approve the proposed Ordinance. (3<sup>rd</sup> Reading.)

ORDINANCE NO. 707

An Ordinance Amending Chapter 63, Speed Regulations, Monticello Code, by Amending Provisions Pertaining to Special Speed Zones

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

SECTION 1: Section 63.01 Speed Restrictions, subsection 3(A) currently reads as follows:

3. Notwithstanding the speed limits set out above, the City has, by action of the Council, established special speed zones within the City. These special speed zones are as follows:

Paragraph A: 20 MPH Speed Limit on N. Cedar Street from its intersection with E. 1<sup>st</sup> Street to its intersection with E. 3<sup>rd</sup> Street.

Section 2: Section 63.01 Speed Restrictions, subsection 3(A) as shown above shall be amended to read as follows:

3. Notwithstanding the speed limits set out above, the City has, by action of the Council, established special speed zones within the City. These special speed zones are as follows:

Paragraph A: 20 MPH Speed Limit on Cedar Street from its intersection with E. 1<sup>st</sup> Street north to its intersection with E. 3<sup>rd</sup> Street and from its intersection with E. 1<sup>st</sup> Street south to its intersection with E. Washington Street

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

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

1<sup>st</sup> reading passed by the Council on this 18<sup>th</sup> day of September, 2017.

2<sup>nd</sup> reading passed by the Council on this

3<sup>rd</sup> 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 #707 was published in the Monticello Express on the \_\_\_\_ day of \_\_\_\_\_, 2017.

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

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

**City Council Meeting**  
**Prep. Date:** 10/12/17  
**Preparer:** Doug Herman



**Agenda Item:** # 7  
**Agenda Date:** 10/16/17

***Communication Page***

**Agenda Items Description:** Ordinance to amend the Code of Ordinances of the City of Monticello, Iowa, by amending provisions pertaining to Ward and Precinct Boundaries.

**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:** Ordinance takes into account areas annexed in recent years and is necessary to update when reviewing ward and precinct boundaries.

**Background Information:** With the upcoming election a request was received by the County Auditor to update our Precinct and Ward boundaries to ensure what I would call continued compliance with the requirements that the wards be relatively evenly divided. The City has annexed and severed property over the last few years. None of the land severed or annexed included residential properties and, therefore, did not change the make up of the voting members of the wards, however, the updated Ordinance changes the boundaries to recognize those annexations and severances.

**Recommendation:** Due to time constraints related to the November election I recommend that the Council approve all three readings of the Ordinance at tonight's meeting. (This Ordinance is "corrective" if you will and has no impact on the current number of voters or the location of voters in any of the existing wards.)

## ORDINANCE NO. 653

An ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by amending provisions pertaining to Ward and Precinct Boundaries.

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

SECTION 1. SECTION MODIFIED. Chapter 3, Section 02, paragraphs 1 thru 4, of the Code of Ordinances of the City of Monticello, is repealed and the following adopted in lieu thereof:

3.02 WARD AND PRECINCT BOUNDARIES. The City is divided into four (4) wards and precincts described as follows:

1. First Ward and Precinct. The First Ward and Precinct includes all that portion of the City lying southerly and westerly of a line described - as follows: Beginning at the intersection of the western City corporate limits and the centerline of First Street extended westerly; thence easterly along First Street to its intersection with Main Street/Business Hwy 151; thence southerly on Main Street/Business Hwy 151 to its intersection with County Rd. E-16; thence westerly on County Rd. E-16 to the westerly City corporate limits.

2. Second Ward and Precinct. The Second Ward and Precinct includes the part of the City lying northerly and westerly of a line beginning at the intersection of the western City corporate limits and the centerline of First Street extended westerly; thence easterly along First Street to its intersection with Gill Street., thence north on Gill Street to its intersection with Seventh Street; thence east on Seventh Street to its intersection with Cedar Street; thence northerly on Cedar Street to its intersection with Ninth Street; thence east on Ninth Street to its intersection with Maple Street; thence northerly on Maple Street to its intersection with Eleventh Street; *thence westerly on Eleventh Street to its intersection with Cedar Street; thence northerly on Cedar Street* ~~thence proceeding further north on a northerly and northeasterly extension of Maple Street (following along the east line of census blocks 4017 and 4022)~~ to the northeastern corner of the City of Monticello.

3. Third Ward and Precinct. The Third Ward and Precinct includes the part of the City lying within the area bounded as follows: Beginning at the intersection First Street and Main Street/Business Hwy 151; thence westerly along First Street to its intersection with Gill Street; thence northerly along Gill Street to its intersection with Seventh Street; thence easterly along Seventh Street to its intersection with Cedar Street; thence northerly along Cedar Street to its intersection with Ninth Street; thence easterly along Ninth Street to its intersection with Maple Street; thence southeasterly along Maple Street to its intersection with Third Street; thence easterly on Third Street to its intersection with Main Street/Business Hwy 151; thence southerly on Main Street/Business Hwy 151 to its intersection with First Street and the place of beginning.



4. Fourth Ward and Precinct. The Fourth Ward and Precinct includes all that portion of the City lying easterly and southerly of a line described as follows: Beginning at the intersection of County Road E-16 and the west City corporate limit line; thence northeasterly along County Road E-16 to its intersection with Main Street/Business Hwy 151; thence northeasterly along Main Street/Business Hwy 151 to its intersection with Third Street; thence westerly along Third Street to its intersection with Maple Street; thence northerly on Maple Street to its intersection with Eleventh Street; ~~thence proceeding further north on a northerly and northeasterly extension of Maple Street (following along the east line of census blocks 4017 and 4022)~~ thence westerly on Eleventh Street to its intersection with Cedar Street; thence northerly on Cedar Street to the northeastern corner of the City of Monticello.

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

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect on January 15, 2012, after its final passage, approval and publication as provided by law.

Passed and approved by the Council the 16<sup>th</sup> day of October, 2017.

---

Dena Himes, Mayor

ATTEST:

---

Sally Hinrichsen, City Clerk

I certify that the foregoing was approved by the Secretary of State's Office on \_\_\_\_\_, 2017 and was published as Ordinance No. the \_\_\_\_ day of October, 2017.

---

Sally Hinrichsen, City Clerk

**City Council Meeting**  
**Prep. Date:** 10/13/17  
**Preparer:** Doug Herman



**Agenda Item:** Reports  
**Agenda Date:** 10/16/2017

**Communication Page**

**Agenda Items Description:** Misc. Reports

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

**Attachments & Enclosures:**

Various: Noted below

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

- Traffic Control at Various Intersections: (Discussion, with direction to be given to Staff with regard to those areas to be included in draft Ordinance for consideration at next meeting.) See attachment from Chief. After tonight the goal would be to prepare an Ordinance to cover the proposed changes.
- Milkweed Update: I assigned this project to Casey Reyner. He met with Mike and a “specialist” and are working on a plan. I understand that all milkweed has been removed from the ROW. See Casey’s e-mail notes that followed their meeting on the Felton property. Also see e-mail from Becki Lynch (specialist) with her comments. I think we are headed the right direction.
- Garbage / Recycling: Stickers / Clear Plastic: Problem with prison industries bags has become a bit too regular. Bags ripping out and now bags being mis-packaged as small versus large. We have looked for other options but find getting them packaged in groups fo five to be a problem. May be able to get them in groups of ten or in rolls. Or, do we look at stickers and let residents buy the bags they wish to buy. That will lead to many sizes of bags and difficulty, therefore, in regulating the amount of waste per bag. Right now a small bag and large bag are known sizes and known quantities. Would we go to a one sticker price fits all? Overall bag quality would probably suffer as you can buy some pretty flimsy cheap bags that when stuffed full could easily rip out as we are trying to get them into the truck. Also, no control over recycling going in bags if not clear either; not that we do a great job on that front.
  - Dumpster Collection: Ordinance has been in place for a few years and we have had a few holdouts that have not switched or refused to switch to Republic. Goal of Council was to limit garbage truck travel on our streets by having one contractor. Republic did not want to be the bad guy telling people who they could or could not use and I have taken a soft approach in working with those that I know are not yet with Republic, giving them time to give current hauler notice and to let contracts end. That time has long past, however, and I now want Council support to take steps to force compliance with the Ordinance. My plan would be to send a letter to those I know have not switched and to continue to do so as I learn of others, requiring a switch within 30 days or penalties. Thoughts?
- Water Mains / Fire Hydrants: Brant will update on this topic, however the flushing is going well. Attached is information from the DNR with regard to the use of some hydrants for fire protection.

- Engineer Report: See attached.
- Park & Rec. Reports Re: Flag Football and Fall Volleyball: See attached
- City Fountain: I have received two calls since recent editorial hoping that the Council chooses to maintain the fountain in some capacity. Thoughts from others?
- Conduit Installation in VanOurney's Addition: There have been questions related to conduit installation in and around the VanOurney Add. Brant and I are on top of it and seeking to ensure compliance with City Code and ROW rules and regulations. More information to come as we move forward. (Conduit related to Alliant infrastructure and another contractor who has piggybacked with Alliant to install additional conduit.)



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

*From the Office of:*

*Chief of Police*

*Britt D. Smith*

At the May 1<sup>st</sup>, 2017 Council Meeting within the reports section I addressed a few troublesome intersections that are uncontrolled and as a result of previous issues or requests from the public I am requesting signage be placed at the following intersections. I am requesting guidance from the council as to whether they would recommend moving forward with the addition of the signage. I have also attached the current code and provided the necessary revisions. Items identified in **RED** are either no longer in effect or obsolete due to roadway changes. Items identified in **GREEN** would be added.

#### ADD SIGNS

- (2) Yield Signs on North and South Side of Ridgeview at Pinehaven Drive  
(South Haven is listed in the Code, need to add Ridgeview)
- (1) Stop Sign on East Side of West 5<sup>th</sup> Street at Gill Street
- (2) Yield Signs on North and South Side of North Sycamore Street at 7<sup>th</sup> Street
- (2) Yield Signs on East and West Side of West 2<sup>nd</sup> Street at North Chestnut
- (1) Yield Sign on South Side of South Chestnut at Buckeye Street  
(Already Addressed in the Code, no additions necessary)

#### REMOVE SIGNS

- (1) Stop Sign on East Side of East Washington at Locust Street  
(Remove from Code)
- (1) Stop Sign on East Side of West 4<sup>th</sup> at North Chestnut  
(Sign currently present, but Not in Code)

#### STOP REQUIRED 65.02

1. Seventh Street. Vehicles traveling on Seventh Street shall stop at North Gill Street;  
*(Ord. 521 – Mar. 02 Supp.)*
2. South Sycamore Street. Vehicles traveling on South Sycamore Street shall stop at East Washington Street;
3. Birch Street. Vehicles traveling south on Birch Street shall stop at West Seventh Street;
4. Birch Street. Vehicles traveling north on Birch Street shall stop at West Eleventh Street;
5. Brook Street. Vehicles traveling east on Brook Street shall stop at Pine Street;
6. East Washington Street. Vehicles traveling on East Washington Street shall stop at South Locust Street;
7. **East Grand Street. Vehicles traveling east on East Grand Street shall stop at South Locust Street; NOT A THROUGH STREET ANY LONGER**

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

8. East Second Street. Vehicles traveling on East Second Street shall stop at North Sycamore Street;
9. Shomont Drive. Vehicles traveling south on Shomont Drive shall stop at Park Boulevard;
10. West Fifth Street. Vehicles traveling easterly on West Fifth Street shall stop at Pine Street;  
*(Ord. 445 – May 98 Supp.)*
11. **Locust Street. Vehicles traveling northerly on Locust Street shall stop at East First Street; NOT A THROUGH STREET ANY LONGER**
12. Timberline Road. Vehicles traveling north on Timberline Road shall stop at Northhaven Drive;
13. Diamond Drive. Vehicles traveling southerly on Diamond Drive shall stop at East Third Street;
14. East Fifth Street. Vehicles traveling westerly on East Fifth Street shall stop at North Maple Street;
15. Riverside Drive. Vehicles traveling southerly on Riverside Drive shall stop at East Third Street;
16. South Elm Street. Vehicles traveling south on South Elm Street shall stop at East Grand Street;
17. East Ninth Street. Vehicles traveling on East Ninth Street shall stop at North Maple Street;
18. South Sycamore Street. Vehicles traveling on South Sycamore Street shall stop at East South Street;
19. South Maple Street. Vehicles traveling on South Maple Street shall stop at East South Street;
20. South Maple Street. Vehicles traveling **west (SOUTH)** on South Maple Street as extended shall stop at South Cedar Street;
21. John Drive. Vehicles traveling east on John Drive shall stop at Hardscrabble Road;
22. East Fourth Street. Vehicles traveling on East Fourth Street shall stop at North Sycamore Street.  
*(Ord. 475 – Feb. 00 Supp.)*
23. El Camino. Vehicles traveling north on El Camino shall stop at Monterey Trail.  
*(Ord. 493 – Jan. 01 Supp.)*
24. Breckenridge Drive. Vehicles traveling south on Breckenridge Drive shall stop at 7th Street.  
*(Ord. 554 – Jan. 04 Supp.)*
25. East Sixth Street. Vehicles traveling on East Sixth Street shall stop at North Sycamore Street.  
*(Ord. 599 – Jan. 06 Supp.)*
26. Grand View Drive. Vehicles traveling either north or south on Grand View Drive shall stop at its intersection with Park Drive
27. **Vehicles traveling East on Washington Street shall stop at its intersection with Grandview Drive.**
28. **Vehicles traveling west on West 5<sup>th</sup> Street shall stop at its intersection with North Gill Street.**

YIELD REQUIRED 65.04

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

1. Southhaven Drive. Vehicles traveling on Southhaven Drive shall yield at Pinehaven Street;
2. Seventh Street. Vehicles traveling west on Seventh Street shall yield at North Birch Street; (No existing Sign)
3. West Washington Street. Vehicles traveling on West Washington Street shall yield at South Chestnut Street;
4. South Chestnut Street. Vehicles traveling on South Chestnut Street shall yield at West Buckeye Street; (Adding sign to make this current)
5. *(Repealed by Ord. No. 445 – May 98 Supp.)*
6. North Sycamore Street. Vehicles traveling on North Sycamore Street shall yield at East 7<sup>th</sup> Street.
7. Ridgeview Drive. Vehicles traveling on Ridgeview Drive shall yield at Pinehaven Drive.
8. West 2<sup>nd</sup> Street. Vehicle traveling on West 2<sup>nd</sup> Street shall yield at North Chestnut Street.

10-12-2017

228 S. Chestnut St.

Map colors

Red – Beds

Blue – Areas to be cleared

Yellow – Hostas

-Coneflower should not be cut over winter.

-Ideal pollinator strips of 10 to 12 foot width.

-Clear out area from side walk 10 feet towards house on north side of walk to house. (1) Bed that extends north and expands at the end. Another next to the house (2) which wraps around the north side of the house. (3) Bed along house wraps around south of the house. (4) A round pollinator bed in the south-east corner of the yard, about 6 foot from the sidewalk, approximately 10 foot in diameter.

-Hostas will be extended a little on either side of the walk to the house, along the sidewalk.

-Contact Monarch Research Project for a Monarch Zone tent.

-No wood chip mulch, natural leaves and plant debris.

-Mr. Felton, as advised by Ms. Lynch, will trim down the milk weed to the ground this fall.

*Mail from Casey  
Reyner*

## Doug Herman

---

**From:** Becki Lynch <beckil@outlook.com>  
**Sent:** Friday, October 13, 2017 8:22 AM  
**To:** creyner; Doug Herman; Michael Felton; Becki Lynch  
**Subject:** Re: 228 South Chestnut  
**Attachments:** IMG\_1778.JPG; IMG\_1484.JPG; IMG\_1486.JPG; IMG\_1525.JPG; IMG\_1568.jpg; IMG\_1592.JPG; IMG\_1602.JPG; IMG\_1636.JPG; IMG\_1681.JPG; IMG\_1684.JPG; IMG\_1734.JPG; IMG\_1743.JPG

Thanks, Casey -- it was a pleasure to meet you and Mike -- and your notes are great, just a couple of additions that I can see. LOVE the aerial, it will help me do some designing for Mike, and we'll be able to move ahead next spring.

1. The bed on the north side of the house in a strip to the street will eventually fill in that side of the property -- Mike, I hope you will prune back that overgrown shrub and the raspberry vines over the winter -- it will open up that whole area for native pollinator plants!
2. Some of the coneflowers will be dug out next spring in the area between the sidewalk and street. The milkweed in the blue areas will also be dug out. The rest of the street coneflower area will need to be glysophated to remove all the plant roots or they will simply return. Not sure how that will be accomplished, though. In the future, would it be possible to plant low growing pollinator nectar plants in that area -- low groundcovers --like Native violets, could provide ongoing host plants while keeping the sight perimeter for traffic.
3. I will be in communication during the winter as Mike and I finalize the plan for next year. Overall, it will take 3-5 years to develop the habitat, while removing the invasives. We should be able to reach an environmental balance in 5 years.
4. Perhaps the Council could look to formalizing an ordinance that allows a variance based upon recommendations made by environmental experts and follow through by the land owner? Or some such wording?
5. Let me know if you'd like my involvement in planning other public areas that could be converted. It is my passion and joy to expand natural habitat.

Mike, I will begin to send along thoughts on design in January. I think clean up, moving plants, pruning, and establishing the clear outlines of the beds will be the priority for next year (along with adding a strip of zinnias). With your effort, the property will improve its aesthetic look significantly next year, while retaining and improving its support and nurturance of pollinators.

In order to show how the beds could eventually look, I've included pics shots from my property this year. Think similar, but much smaller!

Looking forward to our collaboration!!

Becki



DNR

### **3. DISTRIBUTION SYSTEM:**

It is recommended that all service connections be metered so that accurate water loss reconciliation can be performed.

Normal working pressure should be maintained between 60-80 psi. Minimum working distribution pressure should be at least 35 psi, but pressure must not fall below 20 psi during any condition of flow. It was reported during this inspection that the fire department flushed the hydrants without any oversight by a certified operator. As a result, it was unknown if the minimum pressures are being maintained at all times. Please be reminded that community water supplies such as Monticello must have a certified operator in direct responsible charge of the distribution system. Therefore, the operator must be made aware of all flushing activities to ensure they're conducted in accordance with Department rules and the Water Supply Operation Permit, as well as for optimal water quality. This system must submit a plan of action to this office that outlines what measures will be taken to ensure minimum pressure requirements are being met. This plan should include information on how adequate oversight by a certified operator will be achieved. This plan must be signed by the Water Distribution Operator in Charge, the Mayor and the Fire Chief (if the fire department is to continue to assist with the flushing program.) Until then, the fire department should not flush the hydrants without direct supervision by a certified operator.

This department's construction standards require that the minimum size of water mains for providing fire protection and serving fire hydrants shall be six-inch diameter. This system should not use fire hydrants connected to four-inch mains for fire flow purposes. Water for fire fighting purposes should be limited to segments of the distribution system that are served with adequate piping between the point of use and the treatment plant. (Recommended Standards for Water Works 8.2.2)

This system must ensure that all bulk loading sites provide positive separation from the potable water supply system through the use of an air gap or testable backflow preventer. At the time of inspection, it was unclear if the bulk load out in the fire department had an air gap or backflow preventer since the water operators did not have access. Within 30 days this system must submit a written confirmation to this office that confirms that appropriate measures have been taken to provide a positive separation between bulk loading sites and the potable water system.

It is recommended that all valves be exercised annually to ensure that they are in working condition.

### **4. FINISHED WATER STORAGE:**

It is recommended that the interior of the storage structure be inspected at least every two years. It was reported during the inspection that the North water tower was in need of routine maintenance.



**Doug Herman**

---

**Subject:** FW: Water Main / Fire Hydrant (Monticello, Iowa)

Mr. Moeller:

Thank you for this information. We are working with our Fire Dpt. on a plan to ensure compliance with the requirements and recommendations of your e-mail. Our PW Dpt. will be taking steps to complete flow testing on all our hydrants in the coming year and we will then implement a program to appropriately label low flow hydrants.

***Douglas D. Herman***

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

**From:** Moeller, Mark [<mailto:mark.moeller@dnr.iowa.gov>]

**Sent:** Wednesday, October 11, 2017 9:41 AM

**To:** Webmaster, DNR <[webmaster@dnr.iowa.gov](mailto:webmaster@dnr.iowa.gov)>; Doug Herman <[dherman@ci.monticello.ia.us](mailto:dherman@ci.monticello.ia.us)>; Campbell, Bob <[bob.campbell@dnr.iowa.gov](mailto:bob.campbell@dnr.iowa.gov)>

**Subject:** Re: Inquiry submitted by Doug Herman

Mr. Doug Herman:

Your system must maintain minimum 20 psi in your distribution system under all flow conditions, per our rules and standards, in order to prevent infiltration of contaminants into the distribution system. Your system must not operate existing fire hydrants in excess of the available flow that would result in pressures less than 20 psi to occur in your distribution system.

Current design construction standards for public water supply distribution systems require that the minimum size of water mains for providing fire protection and serving fire hydrants be 6-inch diameter or larger. The reason for this is the excessive hydraulic head loss associated with fire flows through small diameter water main that could result in inadequate pressures. Inadequate pressures puts a distribution system at risk to contamination infiltration from cross connections or other points of entrance. A system cannot add any new hydrants on water mains less than 6-inch diameter.

Existing hydrants located on water mains with diameters less than 6-inches *should* not be used for fire flows. However, existing hydrants can be used if they definitely do not cause distribution system pressures to fall below 20psi. To be clear, for any NEW construction, fire hydrants are not allowed on pipes <6in. in diameter.

A hydrant flow management plan is a good idea to have in place for all hydrants. Flow testing at hydrants can be done to determine the available flow while maintaining distribution system residual pressures above 20 psi. Each hydrant could then be clearly labeled for the highest available flow, and could be used for flushing or perhaps fire flows as long as 20 psi is maintained in the distribution system during all flow conditions. This information should be available to any entity that has access to use fire hydrants.

If it is determined a system is using hydrants in excess of the available flow resulting in distribution system pressures below 20 psi, whether its flushing, fire flows, filling the local pool, or otherwise, the hydrants may be required to be

removed from service or other compliance measures as determined by the department (ie upgrading your distribution system to ensure a minimum of 20psi is maintained in a distribution system under all flow conditions).

A hydraulic analysis model of your distribution system is another good alternative and tool to address any needed flow issues in your distribution systems. Engineering consulting firms do these for public water supplies and communities.

We hope this information helps.

Thanks,  
Mark



**Mark Mosler, P.E.** | Water Supply Engineering Supervisor  
Iowa Department of Natural Resources  
P 515-725-0275 | F 515-725-0348 | 502 E. 9th St., Des Moines, IA 50319  
[www.iowadnr.gov](http://www.iowadnr.gov)

## Memorandum

**To:** Doug Herman, Mayor & City Council      **Date:** 10/11/17  
**From:** Patrick Schwickerath, P.E., Casey Zwolinski, E.I.  
**CC:**  
**RE:** City Engineer's Report

---

### CITY PROJECTS

#### **East South Street Reconstruction:**

- The project is substantially complete
- The Council approved the Final Assessment on 08/07/17.
- The Contractor has submitted lien waivers and retainage can be released on or after 10/26/17.

#### **H.M.A. Resurfacing (Main Street Rehab):**

- The majority of the project is complete.
- Four ADA sidewalk ramps still need to be completed along with some manhole adjustments in the two way left turn lane. One traffic signal head back plate needs to be installed.
- The Contractor completed the specified pavement smoothness test and no improvements are needed.
- Upon completion a walkthrough with the DOT will be scheduled.

#### **East 1<sup>st</sup> Street Bridge:**

- The bridge removal is complete.
- Pile driving is complete.
- Abutments and pile encasements have been placed.
- The concrete for the bridge deck should be placed on Wednesday, October 11<sup>th</sup>.
- The Contractor's current schedule is for construction to be complete by the end of November of this year, but it could extend into early 2018. The Contractor will likely be allowed 70 working days for construction. Working days **ARE NOT** the same as calendar days.

#### **Taxiway Improvements:**

- The Contractor has submitted signed lien waivers.

**Airport Hangar:**

- Traffic control has been setup.
- B&J Hauling may begin excavation sometime in mid-October.
- Accent should be doing the paving on the project. Their availability may impact the overall construction schedule.
- Construction should go through the spring of 2018.

**Water Tower Painting:**

- Painting is complete.
- Antennas have been relocated back onto the tower.
- The project should be complete.
- The Contractor has submitted lien waivers and retainage can be released on or after 10/27/17.

**6<sup>th</sup> Street Ditch:**

- The plans and specs are approximately 90% complete. The stream restoration adjacent to the west side of Highway 38 has been removed from the plans.
- The joint permit application has been submitted to the US Army Corps of Engineers and the Iowa Department of Natural Resources. The project is to be covered by Nationwide Permit Number 13.
- Snyder to prepare an overall easement exhibit for the construction limits for the City to use while working on obtaining easements.

**Oak Street Water Main:**

- Three quotes for the water main replacement on Oak Street near the former Kum & Go site were received with the lowest coming from Eastern Iowa Excavating and Concrete, LLC.
- Eastern Iowa Excavating and Concrete, LLC has started construction.

**Future Street Reconstruction**

- We are working on budgetary cost information for possible reconstruction of portions of Chestnut and Sycamore Streets.
- We hope to have information to Doug by mid-October.

**Orbis Stormwater:**

- The stormwater report that was submitted for the Orbis expansion was reviewed by Snyder & Associates and a memo returned to the City on August, 9<sup>th</sup>.
- The report should be revised and resubmitted.

# 2017 Fall Volleyball

## Participants

41 College (12 Coaches)

34 World (8 Coaches)

## Revenue

Participants	=	71 x \$20	=	\$1,420.00
	=	4 x \$25	=	\$100.00
Pictures	=	57 x \$5	=	\$285.00
Concessions			=	\$293.25
Total Revenue			=	\$2,098.25

## Expenses

Registration Forms	=	527 x \$.059	=	\$31.50
T-Shirts	=	75 x \$1.83	=	\$137.25
Pictures	=	57 x \$1.16	=	\$66.12
Certificates	=	75 x \$.05	=	\$3.75 (printed at City Hall)
Concessions	=	left from pool	=	
Total Expenses			=	\$238.62

**2017 Fall Volleyball Profit/Loss = \$1,859.63**

# 2017 Fall Flag Football

## Participants

47 Rookie (8 Coaches)

25 Pro (5 Coaches)

## Revenue

Participants	=	69 x \$20	=	\$1,380.00
	=	3 x \$25	=	\$75.00
Pictures	=	58 x \$5	=	\$290.00
Total Revenue			=	\$1,745.00

## Expenses

Registration Forms	=	527 x \$.059	=	\$31.50
Field Paint	=	2 boxes x \$47.88	=	\$95.76
T-Shirts	=	72 x \$1.83	=	\$131.76
Pictures	=	40 x \$1.16	=	\$46.40
	=	18 x \$1.95	=	\$35.17
Certificates	=	72 x \$.05	=	\$3.60
Total Expenses			=	\$344.19

2017 Fall Flag Football Profit/Loss = \$1,400.81

# MONTICELLO PARKS AND RECREATION DEPARTMENT

Monticello Berndes Center, 766 N. Maple St. Monticello, IA 52310, (319)465-6640

## RENTAL FEES

### SMALL ROOM

Occupancy: 80  
Dimensions:

### LARGE ROOM

Occupancy:  
Dimensions:

## Proposal

### Additional Fees:

Set-Up

\$100.00 -- After 5:00 pm

\$200.00 -- Full Day 8:00 am

Secure Date Deposit

25% -- Non-refundable to hold date

Kitchen

\$25.00 --Flat Fee

Damage Deposit

\$200.00 --Refundable

### Small Room Fees:

\$15.00 -- Per Hour

\$120.00 --Full Day (8 Hours)

### Large Room Fees:

\$20.00 --Per Hour

\$160.00 --Full Day (8 Hours)

### Small Room + Large Room Fee:

\$35.00 --Per Hour

\$280.00 --Full Day (8 Hours)



# MONTICELLO PARKS AND RECREATION DEPARTMENT

Monticello Berndes Center, 766 N. Maple St. Monticello, IA 52310, (319)465-6640

## RENTAL FEES

### SMALL ROOM

Occupancy: 80  
Dimensions:

### LARGE ROOM

Occupancy:  
Dimensions:

#### Small Room Fees (w/ Kitchen):

\$30.00 — 2 Hours/\$12.00 per additional (up to 4 hours)  
\$75.00 — 4-6 Hours  
\$100.00 — 6+ Hours

#### Small Room Fees (w/o Kitchen):

\$20.00 — 2 Hours/\$10.00 per additional (up to 4 hours)  
\$60.00 — 4-6 Hours  
\$75.00 — 6+ Hours

#### Large Room Fees (w/ Kitchen):

\$40.00 — 2 Hours/\$15 per additional (up to 4 hours)  
\$100.00 — 4-6 Hours  
\$300.00 — 6+ Hours

#### Large Room Fees (w/o Kitchen):

\$30.00 — 2 Hours/\$15 per additional (up to 4 hours)  
\$85.00 — 4-6 Hours  
\$275.00 — 6+ Hours

#### Small and Large Room Fees (w/ Kitchen):

\$400.00 — 6+ Hours

#### Small and Large Room Fees (w/o Kitchen):

\$350.00 — 6+ Hours

#### Wedding Receptions:

\$500.00

\$125.00 — Non-Refundable to hold the date  
\$375.00 — Due upon Set-up the day before reception  
\$200.00 — Damage deposit to be returned once it's determined tables/chairs have been returned properly and nothing is damaged.

# MONTICELLO PARKS AND RECREATION DEPARTMENT

Monticello Berndes Center, 766 N. Maple St. Monticello, IA 52310, (319)465-6640

## RENTAL FEES

### Outdoor Shelters--\$15

Goettsch

Lions

Jaycee

Beer Tent

Pool

### Park--\$15

Pocket Park

Jacob's Park

Baty Park

Hrs			Current		Proposed		
		Mar-Sept x Rented			\$15 per hour (Sm Rm) \$20 per hour (Lr Rm) + \$25 for Kitchen		
2	Small Room	7	\$ 20.00	\$ 140.00	\$ 30.00	\$ 210.00	
3		2	\$ 30.00	\$ 60.00	\$ 45.00	\$ 90.00	
4		5	\$ 60.00	\$ 300.00	\$ 60.00	\$ 300.00	
5		5	\$ 60.00	\$ 300.00	\$ 75.00	\$ 375.00	
6		1	\$ 75.00	\$ 75.00	\$ 90.00	\$ 90.00	
7				\$ 75.00	\$ -	\$ 105.00	\$ -
8				\$ 75.00	\$ -	\$ 120.00	\$ -
Tot			20		\$ 875.00		\$ 1,065.00
2	Small Room/Kit		\$ 30.00	\$ -	\$ 55.00	\$ -	
3			\$ 42.00	\$ -	\$ 70.00	\$ -	
4			\$ 75.00	\$ -	\$ 85.00	\$ -	
5		1	\$ 75.00	\$ 75.00	\$ 100.00	\$ 100.00	
6				\$ 100.00	\$ -	\$ 115.00	\$ -
7		1	\$ 100.00	\$ 100.00	\$ 130.00	\$ 130.00	
8				\$ 100.00	\$ -	\$ 145.00	\$ -
Tot			2		\$ 175.00		\$ 230.00
2	Large Room	5	\$ 30.00	\$ 150.00	\$ 40.00	\$ 200.00	
3		3	\$ 45.00	\$ 135.00	\$ 60.00	\$ 180.00	
4		5	\$ 85.00	\$ 425.00	\$ 80.00	\$ 400.00	
5		3	\$ 85.00	\$ 255.00	\$ 100.00	\$ 300.00	
6				\$ 275.00	\$ -	\$ 120.00	\$ -
7				\$ 275.00	\$ -	\$ 140.00	\$ -
8				\$ 275.00	\$ -	\$ 160.00	\$ -
Tot			16		\$ 965.00		\$ 1,080.00
2	Large Room/Kit	1	\$ 40.00	\$ 40.00	\$ 65.00	\$ 65.00	
3		1	\$ 55.00	\$ 55.00	\$ 85.00	\$ 85.00	
4		1	\$ 100.00	\$ 100.00	\$ 105.00	\$ 105.00	
5		1	\$ 100.00	\$ 100.00	\$ 125.00	\$ 125.00	
6		1	\$ 300.00	\$ 300.00	\$ 145.00	\$ 145.00	
7		1	\$ 300.00	\$ 300.00	\$ 165.00	\$ 165.00	
8		2	\$ 300.00	\$ 600.00	\$ 185.00	\$ 370.00	
Tot			8		\$ 1,495.00		\$ 1,060.00
2	Sm Rm/Lr Rm/Kit			\$ -	\$ 95.00	\$ -	
3				\$ -	\$ 130.00	\$ -	
4				\$ -	\$ 165.00	\$ -	
5				\$ -	\$ 200.00	\$ -	
6		2	\$ 400.00	\$ 800.00	\$ 235.00	\$ 470.00	
7				\$ -	\$ 270.00	\$ -	
8		3	\$ -	\$ -	\$ 305.00	\$ 915.00	
Tot			5		\$ 800.00		\$ 1,385.00
2	Sm Rm/Lr Rm			\$ -	\$ 70.00	\$ -	
3				\$ -	\$ 105.00	\$ -	
4				\$ -	\$ 140.00	\$ -	
5				\$ -	\$ 175.00	\$ -	
6		1	\$ 350.00	\$ 350.00	\$ 210.00	\$ 210.00	
7				\$ -	\$ 245.00	\$ -	
8				\$ -	\$ 280.00	\$ -	
Tot			1		\$ 350.00		\$ 210.00
	Wedding	3	\$ 500.00	\$ 1,500.00			
Tot		3		\$ 1,500.00			
	<b>Total</b>	<b>55</b>		<b>\$ 6,160.00</b>		<b>\$ 5,030.00</b>	

The proposed fee structure would move to an hourly rate and would eliminate the 'wedding' fee, which was \$500. This fee would now be an entire facility rental. Where we would make up the money would be a full day OR half day 'set-up' fee. Full Day=\$200, Half-Day (anytime after 5:00)=\$100. The proposal DOES NOT include these set-up fees, however, based on reservations from Mar-Sept, we would have collected an additional \$1,500-\$2,000.



CITY OF  
MONTICELLO

200 E. First St.  
Monticello, IA 52310  
(319) 465-3577  
Fax (319) 465-3527

*Equal Opportunity Employer - Fair Housing City*

October 11, 2017

Allen Hughes  
16513 Hardscrabble Road  
Monticello, IA 52310

Russ Hughes  
23713 Hwy. 38  
Monticello, IA 52310

Re: 103 W. 1<sup>st</sup> Street, Monticello, Iowa

Dear Al, Russ, and Danica:

At the last City Council meeting the Council informally directed me to bring them options related to the "Compadres" building by the next Council meeting. Options include condemnation and demolition or repairs to the building, whether to be performed by the owner or by the City through a contractor.

You are more than welcome to attend the next City Council meeting which will take place on Monday October 16<sup>th</sup> at 6:00 p.m.

One item of immediate concern that I was asked to bring to your attention is the rear steps and door at the top of those steps. The steps are clearly in terrible condition and would be very dangerous if used and the door at the top of the steps does not appear to be latch or capable of being secured. The steps should either be removed or rebuilt/replaced in a safe and workmanlike condition and the door should be secured. No windows or doors should be boarded up and the building should be weathertight. I would not, until a plan is in place for the future of the building, spend too much money on a new set of steps and would instead immediately remove them and secure the upstairs door from the inside to ensure that no one would inadvertently attempt to utilize that door.

Finally, abandoned signage must be removed from the building pursuant to the City Code after thirty (30) days' notice. The "Compadres" awning signage falls into this category. Please see to the removal of the awnings within thirty (30) days. If they are not removed the City will take steps to have them removed with the costs of the removal to be assessed against the property.

Sincerely yours,

**Douglas D. Herman**  
Monticello City Administrator

CC: Mayor and Council