

City of Monticello, Iowa

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Posted on April 12, 2019 at 5:00 p.m.

Monticello City Council Regular Meeting April 15, 2019 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa

Mayor: Brian Wolken

City Council:

At Large: Dave Goedken

At Large: Brenda Hanken

Ward #1: Rob Paulson

Ward #2: Vacant

Ward #3: Chris Lux

Ward #4: Tom Yeoman

City Administrator: Doug Herman

Staff:

City Clerk/Treas.: Sally Hinrichsen

Public Works Dir.: Brant LaGrange

City Engineer: Patrick Schwickerath

Police Chief: Britt Smith

Ambulance Dir.: Dawn Brus

- **Call to Order – 6:00 P.M.**
- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

Open Forum: If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

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

Approval of Council Mtg. Minutes

April 01, 2019

Approval of Payroll

April 11, 2019

Approval of Bill List

Motions:

1. **Motion** to approve temporary sign installation by Monticello Theisens Garden Center.
2. **Motion** to authorize transfer of remaining budgeted appropriate of \$2,500 to Monticello Public Library for FY '19.
3. **Motion** to appoint Ward 2 resident to fill vacant Ward 2 City Council Seat.

Public Hearings and Associated Resolutions:

4. **Public Hearing** on Amendment to Urban Renewal Area and Plan (Re: Orbis)
5. **Resolution** approving Amendment Number 2 to the City of Monticello Urban Renewal Area and Urban Renewal Plan.

Resolutions:

6. **Resolution** to approve amendments to the agreement between the City of Monticello and the MYBSA.
7. **Resolution** to schedule a Public Hearing on proposed FY '19 Budget Amendments for May 6, 2019 at 6:00 p.m.
8. **Resolution** Awarding General Obligation Corporate Purpose Bonds, Series 2019

Ordinances: None

Reports / Potential Action:

- Engineer Report
- Administrator Report
- Econ. Dev. Director Report

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
April 1, 2019 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Rob Paulson, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Police Chief Britt Smith and City Engineer Patrick Schwickerath.

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

During Open Forum, Steve Hanken, 823 S Main, questioned if ATV traffic was allowed on Business Hwy 151. Smith stated that ATV traffic is allowed to travel any street in town except the sections of the streets that are part of Hwy 38 through town and they should travel on the paved portion of the road.

Goedken requested the minutes be removed from the consent agenda and voted on separately. Goedken moved to approve the consent agenda, without the minutes, Paulson seconded, roll call unanimous.

Goedken requested a clarification to the minutes on wording as follows for Resolution #19-36 to award the 2019 North Sycamore Street Reconstruction project Bid Alternate #2 to Horsfield Construction, Inc for the decorative lights from 1st to 4th Streets and to have engineer negotiate price from 1st to 4th Streets with contractor. Goedken moved to approve March 18, 2019 Council minutes with the above listed revision, Hanken seconded, roll call unanimous.

Herman reviewed Change Order #5 and the final payment to Taylor Construction for the East First Street Bridge Project. Yeoman moved to approve Resolution #19-44 Approving Change Order #5 in the amount of \$3,218 submitted by Taylor Construction, Inc Re: 2018 E 1st Street Bridge Replacement Project, authorizing the City Administrator to approve Change Order #5 on "Doc Express", approving payment in the amount of \$3,121.46 and authorizing release of retainage in the final amount of \$16,534.01. Lux seconded, roll call unanimous.

Goedken moved to approve Resolution #19-45 Approving Final Acceptance of the 2018 East 1st Street Bridge Replacement Project, Lux seconded, roll call unanimous

Herman reviewed the Plat of Survey for Keith Hagen's parcels and reported Planning & Zoning Board recommended they be approved. Goedken moved to approve Resolution #19-46 Approving Plat of Survey to Parcels 2019-02, 2019-03, and 2019-04, Hanken seconded, roll call unanimous.

Herman reviewed the Plat of Survey for Keith Hagen's parcels and reported Planning & Zoning Board recommended they be approved. Yeoman moved to approve Resolution #19-47 Approving Plat of Survey to Parcels 2019-27, and 2019-28, Goedken seconded, roll call unanimous.

Mike Beck reviewed the plans to build a truck wash on 7 acres just West of Kardes 151. Beck stated all the washing would be done inside the building and hoping to do 10 to 15 per day.

They will use a sifter to remove the debris and solids, before it enter the sanitary sewer. Herman stated the engineer has reviewed the proposed plans and improvements. The grading of the site and size of the retention structure would continue to be subject to review by the City Engineer moving forward, however; the general size and location of the proposed retention, with appropriate grading, should work. Planning & Zoning Board has reviewed the site plan and recommends its approval. Herman reported if the site plan is approved there remain hurdles to be cleared before the project can move forward, primarily associated with sanitary sewer usage. Herman is working with City Engineer and the developers to put together a pre-treatment agreement that will set out their obligations with regard to sanitary sewer including limits on the quantity/quality of what they may send to the sewage treatment plant from day to day. The pre-treatment agreement and plan must be in place prior to the issuance of a building permit. The site plan does not show elevations, which are important from a storm water management standpoint and the City Engineer will be involved and approve the grading plan as part of the building permit. Goedken moved to approve Resolution #19-48 to approve "Truck Wash" site plan, Paulson seconded, roll call unanimous.

Herman stated that Johnny Russ has resigned from his Ward II Council seat to focus on his new Fire Department obligations. The appointment would be until the next election in November 2019. Goedken moved to approve Resolution #19-49 Publishing notice of intent to appoint to fill vacant City Council Seat for Ward II at the April 15, 2019 Council Meeting, and directing the City Clerk to Publish notice of said intent as required by law. Yeoman seconded, roll call unanimous.

Goedken moved to approve Resolution #19-50 Setting the date for the sale of General Obligation Corporate Purpose Bonds, Series 2019 and authorizing the use of a preliminary official statement in connection therewith, Hanken seconded, roll call unanimous.

Kalvin Zimmerman, 639 S Cedar St, reviewed the proposed site plan for a house to be built on 224 N Chestnut Street lot. Zimmerman questioned what Council plans were for Chestnut Street, as he wanted this for his driveway entrance. Schwickerath advised he did not expect a large elevation change on the street. Zimmerman discussed changing the start date to allow him to finish another project that he has started. Council discussed the start date and consensus was to keep the May 1st start date. Goedken moved to approve Resolution #19-51 to approve Norm Zimmerman building site plans for 224 Chestnut Street property, Hanken seconded, roll call unanimous.

Schwickerath reported Kahler hired Roto Rotor to televise the sewer main from 4th to 7th Streets as directed. Schwickerath has reviewed the sewer main footage and found joint failures but not sewer failures. Joint failures can cause seepage into the main that would go to the sewage plant to be treated, and could cause sewer failure later. Goedken stated the property owners would need to replace the service line where the joint failures are located and felt the main should be totally replaced. No further action was taken.

Herman reviewed the costs of the period light fixtures as in the proposed plans for the N Sycamore Street Reconstruction Project. Contractor bid \$73,000 to install 14 fixtures, this did not include the purchase of the fixtures or the bases, which would be purchased by the City. Contractor agreed to \$48,000 to replace the 7 fixtures from 1st to 4th Streets. Herman suggested not to install a period light at the SW corner of Sycamore and 4th Streets, as the Alliant pole

would have to remain there also. Herman stated Alliant would charge \$16,000 to bury the overhead lines from 4th to 7th Street, which would eliminate 3 Alliant poles without any light fixtures. Council could leave the overhead wires on the East side of the Street and leave the Alliant poles at no cost to the City. Gaylen Kray, 634 N Sycamore St, stated the decorative poles are fine in business district but would rather see wooden poles in the residential areas. Jim Loes, representing Sacred Heart Church, likes the decorative poles and thanked the Council for installing the period lights past Sacred Heart Church. Lux moved to approve Resolution #19-52 Approving installation of Period Fixtures on a portion of the 2019 North Sycamore Street Reconstruction Project, entering into an agreement with Alliant Energy to underground wiring along a portion of the 2019 North Sycamore Street Reconstruction Project, and directing Alliant Energy to remove lighting throughout the scope of the North Sycamore Street Reconstruction project, seconded by Goedken, roll call unanimous.

Herman reported the Cemetery is looking into removing the Cemetery fence behind the houses along El Camino Real. Letters were sent to the property owners, who property abuts the fence, to get their input.

Herman reported the School recently completed a traffic study, which recommends installing a right turn lane by the school parking lot entrance on Oak Street. Herman is also looking at extending the sidewalk from the cemetery to the new middle school being constructed on Oak Street and possible improvements to Spring Farm Lane, as the school will be using that as an exit from the Middle School parking lot.

Herman reported yard waste has been scheduled until the end of May. Herman received the signed purchase agreement for the yard waste site property, which was discussed in closed session by the Council. The property is between the Animal Shelter and Hog Slat, with access off Business Hwy 151. Herman will work with a contractor to setup the site. Council will need to decide if they want to hire a contractor to manage the site and how to proceed with yard waste pickup. Council could consider requiring residents to take the yard waste to the site or continue to pick it up curbside. No action was taken.

Lux moved to adjourn at 7:20 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - APRIL 11, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	Mar. 25 - Apr. 7, 2019				
Evan Barry	\$ 191.50	\$ -	0.00	0.00	\$ 162.81
Brian Bronemann	130.24	-	0.00	0.00	111.41
Carter Bronemann	634.50	-	0.00	0.00	462.80
Dawn Brus	1,215.00	-	0.00	0.00	886.44
Geiger, Johnathon	72.12	-	0.00	0.00	61.69
Drew Haag	191.48	-	0.00	0.00	161.81
Jessica Heasty	79.68	-	0.00	0.00	68.15
Ben Hein	79.20	-	0.00	0.00	67.75
Mary Intlekofer	1,860.60	-	0.00	25.13	1,252.50
Dean Jensen	253.80	-	0.00	0.00	215.10
Brandon Kent	1,927.05	66.45	0.00	0.00	1,259.79
Jim Luensman	664.50	-	0.00	0.00	503.10
Lori Lynch	1,860.60	-	0.00	0.00	1,236.80
Dave McNeill	195.52	-	0.00	0.00	166.25
Mandy Norton	310.00	-	0.00	0.00	247.90
Shelly Searles	1,860.60	-	0.00	0.00	1,292.27
Jeffrey Silver	1,015.20	-	0.00	0.00	784.18
Sabrina Strella	27.00	-	0.00	0.00	23.10
Brenda Surom	531.60	-	0.00	0.00	400.65
Chris Szymanowski	1,871.78	95.18	0.00	0.00	1,211.80
TOTAL AMBULANCE	\$ 14,971.97	\$ 161.63	0.00	25.13	\$ 10,576.30
CEMETERY	Mar. 23 - Apr. 5, 2019				
Dan McDonald	\$ 1,608.00	\$ -	0.00	0.00	\$ 1,145.69
TOTAL CEMETERY	\$ 1,608.00	\$ -	0.00	0.00	\$ 1,145.69
CITY HALL	Mar. 24 - Apr. 6, 2019				
Cheryl Clark	\$ 1,636.00	\$ -	1.12	2.50	\$ 1,085.72
Doug Herman	3,720.71	-	0.00	0.00	2,685.82
Sally Hinrichsen	2,427.38	-	0.00	0.00	1,624.60
Nanci Tuel	1,396.00	-	0.00	0.00	921.32
TOTAL CITY HALL	\$ 9,180.09	\$ -	1.12	2.50	\$ 6,317.46
FIRE					
Drew Haag	\$ 100.00	\$ -	0.00	0.00	\$ 84.52
Nick Kahler	60.00	-	0.00	0.00	51.32
Don McCarthy	125.00	-	0.00	0.00	106.93
Billy Norton	100.00	-	0.00	0.00	85.54
TOTAL FIRE	\$ 385.00	\$ -	0.00	0.00	\$ 328.31
LIBRARY	Mar. 25 - Apr. 7, 2019				
Molli Hunter	\$ 287.63	\$ -	0.00	0.00	\$ 244.54
Penny Schmit	1,000.00	-	0.00	0.00	734.68
Madonna Thoma-Kremer	924.31	4.31	0.00	0.00	573.31
Michelle Turnis	1,538.46	-	0.00	0.00	977.46
TOTAL LIBRARY	\$ 3,750.40	\$ 4.31	0.00	0.00	\$ 2,529.99
MBC	Mar. 25 - Apr. 7, 2019				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,390.97

PAYROLL - APRIL 11, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
MBC (cont.)					
Shannon Poe	1,538.46	-	0.00	0.00	1,049.52
TOTAL MBC	\$ 3,384.61	\$ -	0.00	0.00	\$ 2,440.49
POLICE	Mar. 25 - Apr. 7, 2019				
Peter Fleming	\$ 1,832.16	\$ -	17.00	17.00	\$ 1,311.05
Dawn Graver	2,012.80	-	0.00	0.00	1,441.75
Erik Honda	1,890.36	-	0.00	0.00	1,415.39
Jordan Koos	2,295.62	94.16	0.00	24.00	1,653.55
Britt Smith	2,504.65	-	0.00	0.00	1,834.15
Madonna Staner	1,450.40	-	0.00	0.00	1,097.50
Brian Tate	2,109.24	-	0.00	0.00	1,446.24
Robert Urbain	2,018.30	-	0.00	0.00	1,456.64
TOTAL POLICE	\$ 16,113.53	\$ 94.16	17.00	41.00	\$ 11,656.27
ROAD USE	Mar. 23 - Apr. 5, 2019				
Zeb Bowser	\$ 1,608.00	\$ -	0.00	0.00	\$ 1,178.47
Wayne Yousse	1,608.01	-	0.00	0.00	1,166.03
TOTAL ROAD USE	\$ 3,216.01	\$ -	0.00	0.00	\$ 2,344.50
SANITATION	Mar. 23 - Apr. 5, 2019				
Michael Boyson	\$ 1,584.00	\$ -	0.00	0.00	\$ 1,093.03
Nick Kahler	1,719.65	31.65	0.00	0.00	1,159.89
TOTAL SANITATION	\$ 3,303.65	\$ 31.65	0.00	0.00	\$ 2,252.92
SEWER	Mar. 23 - Apr. 5, 2019				
Tim Schultz	\$ 1,668.00	\$ -	0.00	26.25	\$ 1,151.40
Jim Tjaden	1,936.00	-	0.00	0.00	1,393.15
TOTAL SEWER	\$ 3,604.00	\$ -	0.00	26.25	\$ 2,544.55
WATER	Mar. 23 - Apr. 5, 2019				
Daniel Pike	\$ 1,568.00	\$ -	0.00	13.50	\$ 1,138.09
TOTAL WATER	\$ 1,568.00	\$ -	0.00	13.50	\$ 1,138.09
TOTAL - ALL DEPTS.	\$ 61,085.26	\$ 291.75	18.12	108.38	\$ 43,274.57

ACCOUNTS PAYABLE ACTIVITY **CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS				

	GENERAL			
	POLICE DEPARTMENT			
BAKER PAPER CO INC	PD BUILDING SUPPLIES	38.15		
BLADE PEST CONTROL INC	PD PEST CONTROL	41.00		
BOSS OFFICE SUPPLIES & SYS INC	PD COMPUTER FEES	54.10		
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00		
KIESLER'S POLICE SUPPLY, INC.	PD WEAPONS	429.00		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	85.44		
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	344.92		
MEDIACOM	PD TELEPHONE	87.37		
MONTECELLO COMM SCHOOL DISTRICT	PD FUEL	910.43		
TCM BANK NA	PD AMB BACKGROUND CHECKS	221.95		
U.S. CELLULAR	PD CELL PHONES	165.37		
		=====		
	POLICE DEPARTMENT	2,677.73		
	STREET LIGHTS			
ALLIANT ENERGY-IES	E FIRST STREETLIGHTS	4,718.44		
		=====		
	STREET LIGHTS	4,718.44		
	AQUATIC CENTER			
CARRICO AQUATIC RESOURCES INC	POOL SUPPLIES	147.62		
JOHN DEERE FINANCIAL	POOL BLDG REPAIR/MAINT	62.47		
MEDIACOM	POOL TELEPHONE	43.44		
MONTECELLO SPORTS	POOL WHISTLES/LANYARDS	243.00		
		=====		
	AQUATIC CENTER	496.53		
	CEMETERY			
CINTAS CORPORATION	OSHA SUPPLIES	9.87		
JOHN DEERE FINANCIAL	CEMETERY EQUIP REPAIR/MAINT	471.14		
M TOWN TIRE & AUTO	CEMETERY EQUIP REPAIR/MAINT	313.30		
MONTECELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	634.37		
MONTECELLO EXPRESS INC	CEMETERY ADVERTISING	163.20		
TRI COUNTY PROPANE LLC	CEMETERY GROUNDS SUPPLIES	433.40		
		=====		
	CEMETERY	2,025.28		
	SOLDIER'S MEMORIAL BOARD			
MEDIACOM	SLDR MEM TELEPHONE	25.43		

ACCOUNTS PAYABLE ACTIVITY **CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	SOLDIER'S MEMORIAL BOARD	25.43		
	CLERK/CITY ADMIN			
JOHN MONK	JANITORIAL SERVICES	500.00		
	CLERK/CITY ADMIN	500.00		
	ATTORNEY			
LEXISNEXIS	ATTORNEY RESEARCH	74.00		
	ATTORNEY	74.00		
	CITY HALL/GENERAL BLDGS			
BOSS OFFICE SUPPLIES & SYS INC	CH OFFICE SUPPLIES	135.55		
GIS WORKSHOP LLC	CH TRAINING - CLARK	80.00		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	324.60		
IOWA INTERACTIVE LLC	CH CREDIT/DEBIT SERVICE FEES	35.33		
IOWA LEAGUE OF CITIES	CH EDUCATION - CLARK	185.00		
BRIAN KRAMER	CH NUISANCES - 250 N ELM ST	30.00		
MEDIACOM	CH TELEPHONE	161.06		
MONTICELLO EXPRESS INC	CH ADVERTISING	436.89		
POLO CUSTOM PRODUCTS	CH FRANCHISE FEE REFUND	544.11		
TCM BANK NA	CH CONFERENCE	540.00		
	CITY HALL/GENERAL BLDGS	2,472.54		
	GENERAL	12,989.95		
	MONTICELLO BERNDEN CENTER			
	PARKS			
ALLIANT ENERGY-IES	MBC ELECTRIC	728.10		
KONICA MINOLTA BUSINESS	MBC OFFICE SUPPLIES	49.25		
MEDIACOM	MBC TELEPHONE	43.44		
JOHN MONK	JANITORIAL SERVICES	281.25		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	38.95		
MONTICELLO EXPRESS INC	MBC ADVERTISING	93.60		
MICHELLE PERRY	MBC SOCCER REFUND	20.00		
TCM BANK NA	MBC OFFICE SUPPLIES	10.59		
	PARKS	1,265.18		
	MONTICELLO BERNDEN CENTER	1,265.18		
	DARE			

POLICE DEPARTMENT

ACCOUNTS PAYABLE ACTIVITY **CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO SPORTS	DARE SHIRTS	66.00		
	POLICE DEPARTMENT	66.00		
	DARE	66.00		
	FIRE			
	FIRE			
HOLMES TRANSMISSION & REPAIR	FIRE EQUIP REPAIR/MAINT	138.51		
JOHN DEERE FINANCIAL	FIRE SUPPLIES	13.75		
MCALEER WATER CONDITIONING INC	FIRE SOFTENER SALT	27.40		
MEDIACOM	FIRE TELEPHONE	43.44		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	147.39		
RADIOLOGY CONSULTANTS OF IOWA	FIRE PHYSICAL - NEALSON	204.00		
SPAHN & ROSE LUMBER CO INC	FIRE SUPPLIES	162.39		
TOYNE, INC.	FIRE EQUIP REPAIR/MAINT	161.49		
	FIRE	898.37		
	FIRE	898.37		
	AMBULANCE			
	AMBULANCE			
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	303.90		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	38.16		
BLADE PEST CONTROL INC	AMB PEST CONTROL	41.00		
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	17.98		
DAWN BRUS	AMB REGIONAL BILLING CONF	400.58		
FREES MOTORS INC	AMB VEHICLE REPAIR/MAINT	97.44		
MEDIACOM	AMB TELEPHONE	87.37		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	280.87		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL	778.08		
U.S. CELLULAR	AMB CELL PHONES	68.12		
	AMBULANCE	2,113.50		
	AMBULANCE	2,113.50		
	LIBRARY IMPROVEMENT			
	LIBRARY			
FAIRFIELD PUBLIC LIBRARY	LIB IMP DISC REPAIR MACHINE	100.00		
TCM BANK NA	LIB IMP VIDEO/DVD RECORDINGS	190.24		

ACCOUNTS PAYABLE ACTIVITY CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	LIBRARY	290.24		
	LIBRARY IMPROVEMENT	290.24		
	LIBRARY			
	LIBRARY			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.41		
MEDIACOM	LIB TELEPHONE	118.68		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	89.97		
JOHN MONK	JANITORIAL SERVICES	356.25		
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES	53.50		
POPULAR SUBSCRIPTION SERVICE	LIB MAGAZINES	814.08		
TCM BANK NA	LIB ADVERTISING	135.69		
	LIBRARY	1,580.58		
	LIBRARY	1,580.58		
	AIRPORT			
	AIRPORT			
JOHN DEERE FINANCIAL	AIRPORT GROUNDS SUPPLIES	126.56		
MCALDER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	35.00		
	AIRPORT	161.56		
	AIRPORT	161.56		
	ROAD USE			
	STREETS			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	585.50		
CINTAS CORPORATION	OSHA SUPPLIES	9.86		
JOHN DEERE FINANCIAL	RU OSHA SUPPLIES	44.04		
LINDA KAHLER	RU CLOTHING - BOWSER	310.17		
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	139.40		
LASLEY ELECTRIC LLC	RU LIGHT SYSTEMS REP/MAINT	327.44		
MEDIACOM	RU TELEPHONE	43.44		
MERCY MEDICAL CENTER	RU OSHA - YOUSSE	20.00		
MID-IOWA SOLID WASTE EQUIP CO	RU EQUIP REPAIR/MAINT	524.82		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	829.24		
RANDALL J MULLER	N SYCAMORE ST TREE REMOVAL	39,250.00		
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	1,307.70		
SPAHN & ROSE LUMBER CO INC	RU SUPPLIES	50.97		
UNITY POINT CLINIC -	RU OSHA - YOUSSE	42.00		

ACCOUNTS PAYABLE ACTIVITY

CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	STREETS	43,484.58		
	SNOW REMOVAL			
BRIAN KRAMER	RU SNOW REMOVAL	1,425.00		
	SNOW REMOVAL	1,425.00		
	ROAD USE	44,909.58		
	TRUST/SLAVKA GEHRET FUND			
	LIBRARY			
TCM BANK NA	LIB GEHRET BOOKS	571.31		
	LIBRARY	571.31		
	TRUST/SLAVKA GEHRET FUND	571.31		
	PARK IMPROVEMENT			
	CAPITAL PROJECTS			
HORSFIELD COMPANIES	WILLOW PARK TRAIL	11,639.39		
	CAPITAL PROJECTS	11,639.39		
	PARK IMPROVEMENT	11,639.39		
	TIF PROJECT			
	STREETS			
ROTO-ROOTER	N SYCAMORE ST PROJECT	855.00		
	STREETS	855.00		
	TIF PROJECT	855.00		
	CAPITAL IMPROVEMENT			
	STREETS			
ROTO-ROOTER	N SYCAMORE ST PROJECT	570.00		
	STREETS	570.00		
	CAPITAL PROJECTS			

ACCOUNTS PAYABLE ACTIVITY

CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
BARNHART CONSTRUCTION CO LLC	CH HAIL DAMAGE REPAIRS	20,000.00		
		=====		
	CAPITAL PROJECTS	20,000.00		
		=====		
	CAPITAL IMPROVEMENT	20,570.00		
	MARY MAXINE REDMOND TRUST			
	LIBRARY			
FAREWAY STORES #840-1	LIB REDMOND PROGRAMMING	6.98		
		=====		
	LIBRARY	6.98		
		=====		
	MARY MAXINE REDMOND TRUST	6.98		
	C.C. BIDWELL LIBRARY BOOK			
	LIBRARY			
MICRO MARKETING LLC	LIB BIDWELL BOOKS	19.59		
OVERDRIVE	LIB BIDWELL BOOKS	19.22		
		=====		
	LIBRARY	38.81		
		=====		
	C.C. BIDWELL LIBRARY BOOK	38.81		
	TRUST/IOMA MARY BAKER			
	LIBRARY			
LARRY A. STONE	LIB BAKER BOOKS	15.00		
TCM BANK NA	LIB BAKER BOOKS	89.08		
		=====		
	LIBRARY	104.08		
		=====		
	TRUST/IOMA MARY BAKER	104.08		
	WATER			
	WATER			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	244.12		
CINTAS CORPORATION	OSHA SUPPLIES	9.86		
HAWKINS WATER TREATMENT	WATER SUPPLIES	15.00		
HYGIENIC LABORATORY	WATER LAB TESTS	96.00		
IOWA ASSN OF MUNICIPAL UTILI	WATER DUES - 2019	814.00		
KIRKWOOD COMMUNITY COLLEGE	WATER EDUCATION - PIKE	270.00		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	281.35		
TCM BANK NA	WATER POSTAGE	20.80		

ACCOUNTS PAYABLE ACTIVITY **CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
U.S. CELLULAR	WATER CELL PHONE	42.47		
		=====		
	WATER	1,793.60		
		=====		
	WATER	1,793.60		
	SEWER			
	SEWER			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	2,286.76		
BEHREND'S CRUSHED STONE	SEWER GROUNDS SUPPLIES	719.96		
TRACY L CHAPPELL	SEWER BLDG REPAIR/MAINT	2,539.67		
CINTAS CORPORATION	OSHA SUPPLIES	9.86		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	15.99		
HACH COMPANY	SEWER LAB SUPPLIES	110.39		
HYGIENIC LABORATORY	SEWER LAB TESTS	1,507.00		
IA DIV OF LABOR SERVICES	SEWER BOILER INSPECTION	135.00		
JOHN DEERE FINANCIAL	SEWER OSHA SUPPLIES	120.58		
KIRKWOOD COMMUNITY COLLEGE	SEWER EDUCATION - SCHULTZ	270.00		
MINE SAFETY APPLIANCES COMPANY	SEWER SYSTEM	380.00		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	281.35		
TCM BANK NA	SEWER POSTAGE	87.78		
TELEDYNE INSTRUMENTS, INC.	SEWER EQUIP REPAIR/MAINT	240.00		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	2,497.44		
USA BLUE BOOK	SEWER LAB SUPPLIES	47.95		
		=====		
	SEWER	11,249.73		
		=====		
	SEWER	11,249.73		
	SEWER CAPITAL IMPROVEMENT			
	SEWER			
SNYDER & ASSOCIATES, INC	SEWER FACILITY EVALUATION	2,328.00		
		=====		
	SEWER	2,328.00		
		=====		
	SEWER CAPITAL IMPROVEMENT	2,328.00		
	SANITATION			
	SANITATION			
ALLIANT ENERGY-IES	22059 HWY 38 NEW METER	7.60		
CINTAS CORPORATION	OSHA SUPPLIES	9.86		
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	4,815.00		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	9,638.35		

ACCOUNTS PAYABLE ACTIVITY **CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	SANITATION	14,470.81		
	SANITATION	14,470.81		
**** SCHED	TOTAL ****	127,902.67		
***** REPORT	TOTAL *****	127,902.67		

ACCOUNTS PAYABLE ACTIVITY **CLAIMS FUND SUMMARY**

FUND FUND NAME		TOTAL CHECK# DATE
001	GENERAL	12,989.95
005	MONTICELLO BERNDEN CENTER	1,265.18
008	DARE	66.00
015	FIRE	898.37
016	AMBULANCE	2,113.50
030	LIBRARY IMPROVEMENT	290.24
041	LIBRARY	1,580.58
046	AIRPORT	161.56
110	ROAD USE	44,909.58
178	TRUST/SLAVKA GEHRET FUND	571.31
313	PARK IMPROVEMENT	11,639.39
325	TIF PROJECT	855.00
332	CAPITAL IMPROVEMENT	20,570.00
339	MARY MAXINE REDMOND TRUST	6.98
502	C.C. BIDWELL LIBRARY BOOK	38.81
503	TRUST/IOMA MARY BAKER	104.08
600	WATER	1,793.60
610	SEWER	11,249.73
613	SEWER CAPITAL IMPROVEMENT	2,328.00
670	SANITATION	14,470.81

City Council Meeting
Prep. Date: 04/12/19
Preparer: Doug Herman



Agenda Item: # 1
Agenda Date: 04/15/19

Communication Page

Agenda Items Description: Motion to approve temporary sign installation by Monticello Theisens Garden Center.

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: Theisens Garden Center requests permission to put up temporary “now open” signs in ROW areas near Garden Center.

Background Information: Due to the somewhat hidden nature of Theisen’s Garden Center they want to put out temporary “now open” signage in ROW near Garden Center. They utilized signs last year, in a pretty significant quantity, and were asked to take a number of them down and limit the length of time that they would be up. This year they called to request permission. I asked for a description of what they desired to do:

I don’t have a plan yet for where they would go, but last year we put them up on public areas all around the town center (that was the only place we did it) basically the blocks around the store.....it was approximately 50 signs and how long they are up is up to the town, we would like a month, but if it has to be less let us know.

Rod

What I am looking for is a decision whether or not signage as requested should be approved and whether you want to restrict placement, number of signs, location, and length of display.

Recommendation: I recommend that the Council approve the request with appropriate restrictions.

City Council Meeting
Prep. Date: 04/12/19
Preparer: Doug Herman



Agenda Item: # 2
Agenda Date: 04/15/19

Communication Page

Agenda Items Description: Motion to authorize transfer of remaining budgeted appropriate of \$2,500 to Monticello Public Library for FY '19.

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

Attachments & Enclosures:

3/5/2018 Minutes

Fiscal Impact:

Budget Line Item:	
Budget Summary:	G.Fund
Expenditure:	\$2,500 +/-
Revenue:	

Synopsis: FY '19 budget included appropriation of \$122,500 with understanding that \$120,000 would be transferred automatically with the balance, \$2,500, to be subject to later approval.

Background Information: As we are nearing the end of the fiscal year the Library has requested that the Council approve the remaining budgeted sum of \$2,500 to their operating budget. As I recall the Council withheld a decision on the transfer of the remaining sum when approving the budget to take a look at the library operations for a period of time, their use of volunteers, staffing hours, etc.

Recommendation: I recommend that the Council approve the Library request to transfer the remaining portion of the library appropriation.

Regular Council Meeting – Official
March 5, 2018 - 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Gary "Butch" Pratt, 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 Park and Rec Director Jacob Oswald. Council member Rob Paulson was absent.

Yeoman moved to approve the agenda, removing the engineer's report on the sewer plant update, Pratt seconded, roll call unanimous.

Yeoman moved to approve the consent agenda, removing the Office Lounge outdoor liquor license permit to be considered separately, Goedken seconded, roll call unanimous.

Herman reported that the Office Lounge requested an outdoor permit to hold a St. Patrick's Day event in the area behind their building not owned by the Office Lounge owner. The Office Lounge will need to provide the City with a lease agreement and a drawing of the area proposed to be used before the permit may be approved. Goedken moved to approve the Office Lounge request for an outdoor liquor permit, with the stipulation that a lease agreement and a drawing of the area proposed to be used be submitted, reviewed and deemed acceptable by the City Clerk, as required by Alcoholic Beverages, Russ seconded, roll call unanimous.

Mayor Wolken opened the public hearing on the proposed Fiscal Year 2018/2019 City of Monticello Budget. Staff received no oral or written comments. Mayor Wolken closed the hearing on the Fiscal Year 2018/2019 budget. Herman reported that the proposed tax rate was \$13.86898, the same as last year, and briefly reviewed the budget. Council discussed the Library Board's request for \$122,500 and consensus was to leave that amount in the budget while informing the Library Board that they are only guaranteed \$120,000, the same appropriation as last year, with the balance being subject to further Council review, consideration and approval. The Council commented on the Library making a part time staff person full time which increased overall benefits expenses by approximately \$7,500. The Council expressed interest in receiving updates related to any changes to staffing and hours of operation. Yeoman moved to approve Resolution #18-33 Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2018 through June 30, 2019, with the requirement that further Council approval be required before the additional library appropriation of \$2,500.00 be made, Russ seconded. Roll call vote, Yeoman, Russ, Pratt and Lux voted aye and Goedken voted nay. Motion carried.

Mayor Wolken opened the public hearing on the proposed budget amendment for fiscal year 2018. Herman reviewed proposed amendments. No public comments were received, and City Staff reported that they had not received any oral or written comments. Mayor Wolken closed the public hearing. Goedken moved to approve Resolution #18-34 Amending the Current Budget for the Fiscal Year ending June 30, 2018, Russ seconded, roll call unanimous.

Mayor Wolken opened the public hearing on the proposed re-zoning of Accent Construction Property located on N. Chestnut Street between 424 N. Chestnut Street to the north and 402 N Chestnut Street to the south from R-1 to C-1. Herman reported P & Z recommended re-zoning

City Council Meeting
Prep. Date: 04.12.2019
Preparer: Doug Herman



Agenda Item: # 3
Agenda Date: 04.15.2019

Communication Page

Agenda Items Description: Motion to appoint Ward 2 resident to fill vacant Ward 2 council seat.

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

Attachments & Enclosures:

Candidate Informatoin

Fiscal Impact:

Budget Line Item:

n/a

Budget Summary:

Expenditure:

Revenue:

Synopsis: State Code requires action by Council to appoint or schedule a special election within 40 days of Council Vacancy and also sets a specific procedure to follow.

Background Information: The Council previously approved publication of notice of the intent to appoint a person to fill the Council vacancy created by Johnny Russ' resignation. This notice was published and we have received two requests to be considered for appointment to the open seat. I have attached the information received from the two persons interested in the position. Keep in mind that either person would be subject to election in November. I have reached out to both Candy and Wayne and each agreed that they would not object or request a special election if the other person was appointed.

Recommendation: I recommend that the City Council appoint one of the two interested persons to the open Council seat. (After approval of the Motion Sally can swear in the person appointed.)

Monticello City Council Ward 2 Vacancy

Pursuant to Iowa Code section 372.13(2)(a) the Monticello City Council hereby publishes notice of its intent to fill the open Council Ward 2 Vacancy by appointment at its April 15, 2019 meeting. Pursuant to the referenced Iowa Code section the electors of Ward 2 in the City of Monticello have the right to file a petition requesting that the vacancy be filled by election. The petition must contain the signatures and addresses of at least 10 eligible City of Monticello Ward 2 electors and be filed with the City Clerk no later than fourteen (14) days after the later of the publication date of this notice, or the date the appointment is made. Petitions may be delivered in person or mailed to the City Clerk's Office at 200 E. 1st Street, Monticello, Iowa. If such a petition is filed as prescribed by Iowa law a special election will be scheduled and the appointment shall be temporary until the results of the special election are canvassed and the successful candidate duly qualified.

By order of the City Council of the City of Monticello, Iowa.

Sally Hinrichsen
City Clerk

2017 = 46 votes for Ward 2 x 15% = 6.9, but can't be less than 10

Monday, March 25, 2019

To all it may concern,

My name is Candy Langerman, and I would like to fill the recently vacated, Monticello City Council, Ward Two position.

I have watched all of the City Council meetings on television, since moving back and am up to date on the issues and decisions facing the Monticello City Council. I would like to be involved in making future decisions that affect our city and its residents.

My husband and I purchased a home in Ward Two in June of last year and although it may seem we are newcomers to Monticello, I was born here and have deep roots, family ties, and many friends here.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Candy K. Langerman". The signature is written in dark ink and is positioned above the printed name.

Candy Langerman

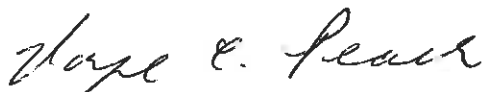
Rev. Dr. Wayne C. Peach
108 Monk CT.
Monticello, IA 52310
319 844-1076 Revpeach@Yahoo.Com

April 9, 2019

Dear City Council Members,

I would like to be considered for the 2nd Ward council seat. While relatively new to the city I would like to add my voice to what I already consider a great community. Being retired I have time to commit to the task with the exception of not being available for the meeting on the third Monday of July. Below is listed some pertinent information about my self that I bring to the position.

Sincerely,



Wayne C Peach

Education: A.B. Psychology, Master of Divinity, Doctor of Ministry

Specialized training in conflict management

Advanced training in organizational systems analysis.

Work Experience: 37 years as pastor in Presbyterian Churches, specializing in conflicted churches.

*3 years as a hospice chaplain

* Commissioner to regional and national meetings of the

Presbyterian Church, U.S.A.

- *Chair of Bills and Overtures Committee recommending changes to the denominations constitution.
- *Stated clerk, (chief parliamentarian) of a presbytery.

Community Service: Armstrong County, PA, recreation board member

- * Past President of two chapters of the Experimental Aircraft Association
- *Past President of the Jones County Amateur Radio Club
- *Member of the Amateur Radio Emergency Service with with IS700 and ICS100 certification.

Current Interests: Spoiling grand and great grandchildren who live near Tipton,

- *Building my second airplane,
- *Active Ham operator on HF and VHF bands.
- *Leading worship for Presbyterian Churches in Cascade and Onslow.

City Council Meeting
Prep. Date: 04/12/19
Preparer: Doug Herman



Agenda Item: 4+5
Agenda Date: 04/15/2019

Agenda Items Description: Public Hearing on proposed Amendments to the Monticello Urban Renewal Area and Plan to include additional incentives to Orbis, Re: Water Main improvements and Resolution approving same.

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

Attachments & Enclosures:

Proposed Resolution

Area and Plan Amendment

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

TIF

Not to exceed \$79,342

Synopsis: The Council previously scheduled a public hearing on the proposed amendments to Monticello Urban Renewal Plan to add incentives to Orbis related to installation costs associated with a new water main and the Public Hearing set for tonight.

Background Information: The proposed amendment to the Urban Renewal Plan provides that the City will pay Orbis the total sum of \$79,342 over four years in reimbursement of expenses incurred by Orbis to install a new water main between 11th Street and their facility.

As an alternative to the four payments proposed Orbis has suggested that the City consider a single payment this calendar year in the amount of \$53,000. If the Council is amenable to that option we can make it work and I would propose that the Council go that direction. (In FY '20, after July 1st) (Doug Wortman would need to get confirmation of Orbis agreement to this option but believes it would be preferred and/or acceptable.) If the Council is amenable, I would suggest you approve the amendment with the FY '20 one-time payment if approved by Orbis and the four year agreement as originally proposed if not agreed to by Orbis. With regard to the proposed amendments to the "area" I need to meet with the Auditor to ensure that we are appropriately describing the Orbis parcels, the intent being to ensure that all Orbis property, including newly acquired parcels, is all part of the Urban Renewal Area.

To my knowledge there have been no comments or objections to the proposed amendment received at City hall.

Staff Recommendation: I recommend that the Mayor open the Public Hearing, accept public comment, if any, close the Public Hearing, and then receive a Motion to approve the Resolution amending the Urban Renewal Area and Plan to include all Orbis property (Area) and the additional incentives related to the Water Main installation.

The City of Monticello, Iowa

**IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA
RESOLUTION #19-__**

Approving 2019 Amendment Number 2 to the City of Monticello Urban Renewal Area and Urban Renewal Plan

WHEREAS, The City of Monticello has previously created the Monticello Urban Renewal Area, as subsequently amended, hereinafter referenced as the "Urban Renewal Area", and

WHEREAS, The Council, being duly advised, has determined it appropriate and desirable to amend the Urban Renewal Area to include all Orbis property, including additional parcels purchased by Orbis during the course of their project, and

WHEREAS, The Council also finds it appropriate to amend the Urban Renewal Plan to provide additional incentives to Orbis to reimburse them a portion of the overall costs associated with the installation of a new water main on recently acquired property, the water main to serve both Orbis and the Industrial Park in general, and

WHEREAS, The Council desires to consider all input before making a final decision on the proposed amendment to the Urban Renewal Plan, and

WHEREAS, A Public Hearing must be scheduled to allow for public input on the proposed amendments, and the public hearing was previously scheduled with appropriate notice published in the Monticello Express for tonight, and

WHEREAS, The City of Monticello Planning & Zoning Board previously reviewed the proposed amendments and voiced no objections, and

WHEREAS, The City Administrator invited the School Superintendent and the County Auditor to a meeting to discuss the proposed amendments as required by the Code, and

WHEREAS, No objections have been received by the County, the School, or anyone else to the proposed amendments.

NOW, THEREFORE, BE IT RESOLVED by the City Council in session this 15th day of April, 2019, that the proposed amendment to the Monticello Urban Renewal Area and Plan, 2019 Plan Amendment #2, adding parcels of property owned by Orbis not previously included in the Urban Renewal Area and approving an amendment to the plan to provide additional incentives to Orbis to cover a portion of the costs associated with the installation of a Water Main on Orbis property, in the amount of \$53,000 if a one-time payment is accepted in calendar year 2019 or in the total amount of \$79,342 if paid in four annual installments commencing July, 2020, is hereby approved.

IN TESTIMONY WHEREOF, I have hereunto
subscribed my name and caused the Great Seal of the
City of Monticello, Iowa to be affixed hereto. Done
this 15th day of April, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

CITY OF MONTICELLO, IOWA

2019 URBAN RENEWAL PLAN and AREA AMENDMENT No. 2
MONTICELLO URBAN RENEWAL AREA

The Urban Renewal Plan (the “Plan”) and Urban Renewal Area for the Monticello Urban Renewal Area (the “Area”), is being amended for the purpose of identifying a new urban renewal project to be undertaken therein and to amend the description and/or clarify the property subject to the plan as amended.

1) Identification of Project.

By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project description:

Name of Project: Orbis Manufacturing Warehouse Water Main Extension, an Economic Development Project.

Name of Urban Renewal Area: Monticello Urban Renewal Area

Year of Establishment of Urban Renewal Area: 1992 as amended from time to time

Date of Council Approval of Project: February 04, 2019

Location and Description of Economic Development Project: The project includes the installation of a Water Main to serve not only Orbis but other Manufacturing facilities and City water customers in general. (The “Project”) The newly installed water main created a loop, connecting two water mains between 11th Street and Plastic Lane on property acquired by Orbis during the course of this project, the newly acquired property providing a location for the water main, storm water management, and an access to the Orbis Property from 11th Street. The City also has a sanitary sewer main on the recently acquired Orbis property. Orbis will dedicate the improvements and the City will accept such dedication at the conclusion of the project with Orbis providing permanent easements that will allow access to both the newly installed Water Main and previously installed Sewer Main for maintenance, repair, and replacement including drainage-way easements, allowing for the continued management of storm water over and through the Orbis Property.

Description of Use of TIF: The City has preliminarily approved a Developer's Agreement providing economic incentives to Orbis by way of four TIF Grant payments, payable in the amounts and on the dates as shown below that would be subject to annual appropriation by the City Council:

- a. July 15, 2020: \$20,000
- b. July 15, 2021: \$20,000
- c. July 15, 2022: \$20,000
- d. July 15, 2023: \$19,342

2. Identification of Area Amendment

Due to additional property acquisitions by Orbis that occurred subsequent to the amendment to the Urban Renewal Area that added the Orbis property to the Urban Renewal Area the City also desires to amend the previously approved Urban Renewal Area Amendment to include the subsequently acquired properties and to provide that any and all improvements made thereon in relation to the originally approved project and/or this project be eligible for TIF incentives agreed to by the City and proposed to the County and School for consideration previously or at this time. It is the intent of the City to work in concert with the Jones County Auditor to come up with an acceptable legal description to meet that purpose. (See Addendum A for descriptions of Parcels subsequently acquired by Orbis that are proposed for addition to the Urban Renewal Area.)

3. Required Financial Information. The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	\$12,282,292 ¹
Outstanding general obligation debt of the City:	\$ 2,390,000 ²
Proposed debt to be incurred in connection with this Amendment:	\$ 79,342

¹ This number represents the Constitutional Debt limit entering FY '20

² This number represents the Total G.O. Debt entering FY '20, not including TIF Rebate agreements, most of which are subject to Annual Appropriation. The approx. total of TIF Rebate obligations, whether subject to annual appropriation or not total \$616,239

City Council Meeting
Prep. Date: 04/12/2019
Preparer: Doug Herman



Agenda Item: # 6
Agenda Date: 4/15/2019

Communication Page

Agenda Items Description: Resolution to approve the proposed payment to MYBSA for the 2019 season for maintenance and upkeep of all fields and facilities used for recreation and tournament purposes.

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

Attachments & Enclosures:

Proposed Resolution

Proposed Amendment

MYBSA Letter / Current Agreement

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The City and MYBSA entered into an agreement approved by the City Council last May. The agreement provided that the City would handle all registrations but would pay the MYBSA a sum equal to 45% of the registrations in return for field maintenance.(Primarily)

Background Information: While the City handled registrations last year the MYBSA was still responsible for the overall management of the Rec. Games, Scheduling, etc. The City agreement to pay 45% of registration fees totaled \$4,171.50 by the end of the year. The MYBSA has since decided to not participate in the oversight of the Recreation leagues and wants the City to take that over and, in return, keep all registration fees, however, wants a fee from the City in the amount of \$5,000 to offset their field maintenance costs and the use by the City of THEIR equipment, that has been purchased with donations received by the MYBSA and/or profits of the MYBSA in running tournaments and operating the Concession Stands. The funds raised by the MYBSA are set aside for Capital projects/purchases that will include two scoreboards at Jaycee / Kleinow this year. (with Council approval) Although we just finished year one of a three year agreement, and the changes proposed require approval by both the MYBSA and Council, it is the opinion of the Park Board, after a meeting with the MYBSA, that the changes should be approved.

The MYBSA reports having difficulties lining up volunteers to run concession stands so may be making some changes on that end and with the changes to the fields at the complex tied to the new middle school the Booster Club will be taking over some concession stand operation at the complex as well. I suspect more changes will be made to MYBSA / City relationship before next year too. While I would prefer a longer term agreement, not amended year in and year out, I am not sure that is likely.

Recommendation: I recommend that the Council approve the proposed amendment to the MYBSA / City agreement and authorize the installation of two new scoreboards at Jaycee / Kleinow along with appropriate trenched in wiring.

MONTICELLO YOUTH BASEBALL AND SOFTBALL ASSOCIATION (MYBSA)

October 3, 2018

Doug Herman
Monticello City Administrator
200 East First Street
Monticello, IA 52310

Dear Doug Herman,

MYBSA and the City of Monticello Rec Programs last year agreed to the transition period of the youth baseball and softball programs from MYBSA to Monticello Rec. This past year a successful transition was realized with the city overseeing registration, scheduling of fields, and games. As a result, at the last MYBSA board meeting, it was voted to move all responsibilities of the youth rec leagues to the City of Monticello Rec Program.

MYBSA is willing to donate all bagged sports equipment to the City of Monticello Rec Programs. For an annual fee of \$5000, MYBSA will do all ball diamond maintenance and prep as before, the City will have access to the MYBSA storage facility, and have access to pitching machines and or mounds. This should help alleviate any concerns with having to make any large investments. MYBSA will continue with the outfield fence banner program which generates almost \$8-10,000 on an annual basis. These funds will be dedicated to capital improvements at the ball diamonds.

This change will enable MYBSA to redirect our mission so as not to have conflict with the goals of the Monticello Rec Programs and various travel teams. MYBSA will continue to host tournaments to help fund their share of field improvements so that all programs, players, coaches, and community members can continue to take pride in our facilities. These tournaments also foster more local spending with so many visitors from out of town.

We are confident this is in the best interest of all parties. We are passionate about our previous mission to allow all children the opportunity to play baseball and softball and are glad that the City of Monticello will continue to make that a priority.

Respectfully,

MYBSA

Michelle McDonald, Secretary

The City of Monticello, Iowa

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

RESOLUTION #19-__

Approving Amendment to Agreement between the City of Monticello and the
Monticello Youth Baseball Softball Association (MYBSA)

WHEREAS, The City of Monticello has been approached by the MYBSA with a request to make various amendments to the current agreement between the City and the MYBSA, and

WHEREAS, The Council finds that the City Administrator, Park and Rec. staff, and Park Board members recently met with MYBSA representatives and have discussed the proposed amendments and have come to a general agreement that the amendments, for the coming season, are appropriate, and

WHEREAS, A written amendment to the agreement previously approved by Resolution No. 18-51 has been drafted and reviewed by the Council, the Council finding the terms of the amendment to be agreeable and in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve of the proposed amendments to the agreement between the City of Monticello and the Monticello Youth Baseball Softball Association, according to the terms and conditions set forth within the amendment, attached hereto, and authorizes the Mayor to execute the same on behalf of the City Council.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 15th day of April, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

Preparer Info: Douglas D. Herman, 200 E. 1st St., Monticello, IA 52310 319.465.6435

**Amendment to Agreement Re:
Monticello Youth Baseball and Softball Programs**

COMES NOW the City of Monticello, Iowa, a Municipal Corporation (hereinafter “City”) and the Monticello Youth Baseball and Softball Association (hereinafter “MYBSA”) and do hereby agree to the following amendments to the agreement entered into by the parties in 2018, with an effective date of January 1, 2018, the amendments set forth below to take immediate effect and to replace and supercede any and all terms of the original agreement that are in conflict therewith.

Amendments

1. All responsibilities associated with youth baseball and softball recreation shall be overseen and managed by the Monticello Park and Recreation Dpt.
 - a. MYBSA will donate all bagged baseball/softball equipment in their possession and necessary to operate the recreation league/activities.
 - b. MYBSA will continue to store the above equipment during the offseason if requested to do so by the Park and Recreation Dpt.
 - c. MYBSA will continue to perform all ball diamond maintenance and repair consistent with the current agreement and past practice.
 - d. Park and Rec. will be permitted to utilize MYBSA owned pitching machines and mounds.
 - e. Park and Rec. will provide T Shirts to recreation participants during calendar year 2019.
2. The City of Monticello will maintain possession of all sums collected as registration fees whether paid by recreation league players or tournament team players.
3. The City of Monticello will pay the MYBSA the flat sum of \$5,000 to help alleviate expenses associated with field maintenance and repair during the 2019 calendar year and each year thereafter unless the agreement is otherwise amended.
4. All terms and provisions of the original agreement not specifically modified or impacted by the above amendments shall remain of full force and effect.

Comment

Due to construction of the new Monticello Middle School and the impact that project is having on various ball diamonds it is anticipated that additional amendments to the existing agreement will be necessary moving forward.

Term

The Amendment shall not modify the term of the current agreement which commenced on January 1, 2018 and is scheduled to end on December 31, 2020.

Signed and dated this ____ day of _____, 2019.

City of Monticello, Iowa

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

Signed and dated this ____ day of _____, 2019.

Monticello Youth Baseball Softball Association

_____, Chair

_____, Secretary

Preparer Info: Douglas D. Herman, 200 E. 1st St., Monticello, IA 52310 319.465.6435

**Agreement Re:
Monticello Youth Baseball and Softball Programs**

COMES NOW the City of Monticello, Iowa, a Municipal Corporation (hereinafter "City") and the Monticello Youth Baseball and Softball Association (hereinafter "MYBSA") and do hereby agree to the following terms and conditions related to the Monticello youth baseball and softball and the use and maintenance of facilities related thereto.

GENERAL PURPOSE:

The purpose of this agreement is to set forth the agreed upon roles and or responsibilities of the City and MYBSA in regard to the planning, operation, oversight and supervision of Monticello youth baseball and softball, from pre-k through 7th grade, and Rec. League Adult softball. Areas to be covered by this agreement specifically include, but may not be limited to the following:

1. Organization and management of local recreation leagues.
 - a. Managing registration including the preparation and distribution of forms and the collection of fees.
 - b. Organization of teams.
 - c. Identifying and assigning coaches to teams.
 - i. Performing background checks on Coaches and named assistant(s)
 - d. Providing necessary and appropriate equipment.
 - e. Creating a game schedule (May include games/teams from outside Monticello.)
 - f. Managing the master calendar, including games/practices/tournament.
2. Oversight of non-recreation league teams, or tournament teams.
 - a. Managing registration including the preparation and distribution of forms and the collection of fees related thereto. (Registration fees for non-recreation league teams and/or participants is tied to their use of City and School facilities, the required maintenance of said facilities, including mowing, fertilizing, chalking of fields, dragging of fields, and otherwise maintaining said facilities.)
 - b. Managing the master calendar, including games/practices/tournament.
 - c. Preparation of fields and facilities as necessary for practices and tournaments
 - d. Coordinate with teams when they are planning or scheduling local tournaments, including gate fees, concession operation, and field maintenance requirements.

3. Operation and oversight of concession stands during recreation leagues and tournaments
 - a. Stocking the stands located at the Sports Complex, Jaycee/Kleinow, and Shannon Field as necessary and appropriate.
 - b. Setting price points, collecting money, and generally managing operations.
 - c. Providing and/or maintaining all required equipment at said locations.
 - d. Following laws, obtaining necessary licensing, and maintaining clean and sanitary concession stands.
4. Field maintenance and preparation
 - a. Mowing / Weed Whipping - Spraying (inside and outside fenced area as noted) the following locations:
 - i. Jaycee / Kleinow
 - ii. Sports Complex
 - iii. Shannon
 - iv. Lions Field
 - b. Fertilization of fields as necessary
 - c. Field Preparation
 - i. For Practices
 - ii. For Rec. Games
 - iii. For MYBSA Tournaments
 - iv. For non-MYBSA Tournaments
5. Marketing / Fundraising
 - a. Banner Program promotion, design, and sale.
 - b. Purchase, installation and maintenance of banners.
 - c. Print advertising or other promotional material design and distribution.
 - d. Other

PROPERTIES COVERED:

The following properties, including fields, concession stands as appropriate, related parking areas and other on-site infrastructure, are covered by and subject to the terms and provisions of this agreement

1. Monticello Sport's Complex (Three of the four fields located on the grounds of the Monticello High School, generally described as the Prep Diamond, and two little league fields commonly referred to as the East and West fields.
2. Two Fields located on the grounds of Carpenter Elementary School.
3. Softball Field located on the grounds of Shannon Elementary School.
4. Jaycee and Kleinow fields located on City owned property near Diamond Drive.
5. Lions Field, located on City owned property near the High School Football Field.

RESPONSIBILITIES:

The parties hereto shall have the following responsibilities:

1. City:

- a. Shall serve as the Rec. League Commissioner. (Park & Rec. Director or his designee.)
- b. Shall market youth baseball and softball to eligible children and parents as is appropriate. Prepare, distribute, and collect registration forms and fees shall distribute, collect, and otherwise be responsible for Baseball and Softball Registrations, including the collection of registration fees for rec. league teams and tournament teams.
- c. Shall maintain a master schedule for both practices (rec. league and tournament teams), and Rec. League and Tournament games. Shall manage the scheduling of games including cancellations and rescheduling, and necessary communication with parents, coaches, and umpires as appropriate.
 - i. Before allowing practices to be scheduled the City shall work with the MYBSA to block off those areas of the schedule required for tournament field preparation and tournament games.
 - ii. When scheduling games, it will be the intent of the City to schedule as many games as possible in Monticello, however, additional games may be scheduled in nearby communities if and when the opportunity presents itself to do so. Every effort to limit travel and travel distance will be made while striving to schedule competitive games for program participants.
- d. Shall form teams.
- e. Shall assign coaches to teams.
- f. Shall ensure that appropriate background checks are performed on head coach and first assistant.
- g. Shall ensure that coaches are covered by insurance policy.
- h. Shall ensure the existence of appropriate liability coverage for Rec. League operations and liability coverage on City property and School utilized facilities.
- i. Shall collect fees; both rec. league registration and tournament team registration fees, with the tournament team fees related to field maintenance and preparation and management and oversight of the master game and practice schedule.
- j. Shall take photos, collect fees for photos, and distribute photos as deemed appropriate by the City.

- k. Shall determine, in collaboration with the MYBSA, appropriate rules and regulations related to youth programming.
- l. Shall be solely responsible for the oversight and operation of any adult softball program.
- m. Shall order the necessary number of shirts at the appropriate sizes for all recreation league teams, said shirts to be delivered to the Berndes Center or collected by Park and Recreation Staff for distribution to the coaches at the pre-season Coach Meeting.

2. MYBSA

- a. Shall supply T-Shirts for all Rec. League players. Shirt design will be determined by the MYBSA and submitted to vendor of their choosing. The MYBSA shall be directly invoiced for all shirts, artwork, and any related fees.
- b. Shall be responsible for all field preparation, including general preparation and maintenance for practices, and preparation, including dragging and striping, for games.
 - i. This work shall be performed by someone knowledgeable of the required practices with the appropriate skills for these duties.
 - ii. These duties shall begin with the spring thaw and end with the fall frost and apply to the following fields: Two little league diamonds and prep diamond at H.S. Sports Complex; Two Carpenter fields, one Shannon field, Jaycee and Kleinow Fields, and the Lions diamond near the football field.
 - iii. "Maintain", includes but is not limited to weed whipping and use of Roundup as appropriate at the two "City" use little league diamonds at the H.S. Sports Complex, and the "Old" diamond near the football field.
 - iv. The Monticello Community School District has historically accepted responsibility for mowing the Shannon and Carpenter fields and has also taken care of mowing at the Sports Complex East, West, and Prep diamonds. In the event that additional work is required at those locations, such as weed whipping or the use of Roundup to maintain weed growth, the MYBSA shall take on that responsibility if the school is unable or unwilling to do so. The MYBSA responsibilities as they pertain to those fields will be subject to discussion and negotiation between the School and the MYBSA.
 - v. The City will continue to contract for mowing of the Lions diamond as well as Jaycee/Kleinow as has been the case in the past, but will not contract for weed whipping and/or treatment with Roundup or similar weed killer or fertilization. Weed whipping or round up application shall be performed by the MYBSA as deemed appropriate.
 - vi. Other "Maintenance" responsibilities of the Association, to be performed on an as needed basis, shall include seeding, fertilizing, aerating, watering, patching and filling of holes within the fields and the areas immediately surrounding the fields, marking of lines, replacement of bases, foul posts, etc.

- c. Shall provide all equipment for the Rec. league (i.e. Equipment bag, bats, balls, catchers gear, helmets, batting T for appropriate age division, and first aid kit) as well as pitching machines and other field maintenance equipment.
- d. Shall manage all aspects of concessions operations, including ordering, prepping, staffing, etc.
 - i. Efforts shall be made to utilize volunteers in the stands as much as is practicable and to generate as much revenue as is possible to support the programs. The Association will not be billed for any water use or electrical use at any of the facilities. Earnings from the concessions will be deposited into Association accounts and utilized by the Association for purposes directly associated with youth baseball and softball operations and/or Capital projects associated with facilities utilized by MYBSA. Volunteers shall be deemed volunteers of the MYBSA not the City. Registration or "sign-up" materials shall make this relationship clear.
- e. Shall organize tournaments, baseball and softball, to be held in Monticello. The MYBSA shall be entitled to use the two little league diamonds and prep. diamond at the High School sports complex, same being dedicated to Monticello youth sports, with the prep. diamond having some use by the High School Baseball team that will have to be worked around, in addition to Shannon, Kleinow, and Jaycees fields. When scheduling tournaments, the use of fields shall be in the following order:
 - i. Two "little league" fields at the H.S. Sports Complex.
 - ii. Jaycee and Kleinow fields.
 - iii. Shannon field.
 - iv. H.S. Varsity and Junior Varsity softball fields and Baseball Competition Diamond with Monticello Community School District permission

If, however, a girls' softball tournament requires the use of four diamonds for girls of the same age division, the above field priority schedule shall not apply and the tournament shall be allowed to first utilize the two little league fields (East and West) and the H.S. Varsity and J.V. fields before utilizing other fields.
- f. Shall determine, in collaboration with the City, appropriate rules and regulations related to the youth programming.
- g. Shall be permitted to sell sponsorships and advertising for the MYBSA. Advertising or promotional materials related to sponsors shall be permitted to be installed on the fencing around the fields so long as it is done in a fashion that will not damage said fencing. The MYBSA shall carefully review all proposed promotional/advertising materials-signage. If found to be acceptable and appropriate by the MYBSA the proposed materials shall be forwarded to the City Administrator if proposed to be used on a field on City property and to the Superintendent of Schools if on a field on property owned by the Monticello Community School District. The City Admin. and the Superintendent, respectively, shall be permitted to approve the proposed materials, or, in their individual discretion, present same to the City Council and/or the School Board, as is appropriate, for approval. Until final approval no materials shall be displayed on City or School property. The fees/terms/conditions related to the

materials shall be determined by the MYBSA and used in the furtherance of MYBSA objectives.

- h. At the end of the season(s), the Association shall collect, inventory, and care for all equipment. It is anticipated that the equipment will be collected following the last game of the season. The City shall annually, if requested, be provided an inventory of all equipment owned and/or controlled by the MYBSA.
- i. Maintain fields and related property as necessary.
 - i. Any capital improvements of a permanent, or semi-permanent nature, shall be pre-approved by the City or the School. Diamonds on school property include those at Shannon, Carpenter, and the H.S. Sports Complex. Those located on City property include the Lions Diamond and Jaycee and Kleinow fields.
 - ii. The MYBSA shall be responsible for the costs of day-to-day repairs to structures, such as concession stands, fencing, scoreboards, sidewalks, batting cages, shelters, etc.
- j. Shall prepare a budget for the "next" season by no later than November 1st of each year and shall review said budget with the City Administrator or designee by no later than November 15th of each year who shall share the budget as approved by the MYBSA Board with the City Council who shall have the right to offer comment, if any, to the MYBSA Board before final approval of the budget by the MYBSA Board.

Collection and Use of Registration Fees, Concession Revenue, and other Raised Funds:

Funds will be collected for league registration, tournament team facility usage, concession operation, tournament organization and operation. The parties agree that the fees will be managed as follows:

1. Collection of fees:

- a. Recreation Fees, through the 7th grade level, and Tournament Team fees will be collected and maintained by the City. At the conclusion of the season the City will pay the MYBSA 45% of the fees collected in consideration of their efforts and responsibilities associated with field preparation and maintenance and MYBSA's payment of fees to umpires utilized for 7th grade games. 55% of the fees collected will be maintained by the Park and Recreation Dpt. to be utilized for any Park and Recreation purpose. Prior data would suggest that total annual registration fees collected will be in the neighborhood of \$10,000 per year. The above division of fees is based upon the premise that the MYBSA will hire and utilize a commissioner to schedule, organize, arrange, and oversee all tournaments. The Parties agree that if any of those responsibilities are desired to be moved to the City Park and Recreation Dpt. that the above fee division will be modified in an amount deemed appropriate by the Parties. Failure to agree on an appropriate fee division would be grounds to terminate the agreement by either party upon thirty (30) days' notice.

- b. Fees related to the taking and developing of photos will be maintained in total by the City.
- c. Fees will be collected by the MYBSA as a result of tournament play. Those fees will be maintained by the MYBSA.
- d. Revenues generated by the operation of concession stands will be maintained by the MYBSA.
- e. Revenues will be generated by the MYBSA sale of sponsorships. Those funds will be maintained by the MYBSA.

2. Use of fees:

- a. The City will utilize fees collected and maintained by the City to offset costs associated with their responsibilities as previously set forth herein. Any fees collected by the City in relation to adult softball programming shall be maintained solely by the City and used at the discretion of the City.
- b. The MYBSA will utilize fees collected and maintained by the MYBSA to offset costs associated with the purchase of supplies, shirts, maintenance materials and necessary contract labor. Net Revenues generated by the MYBSA shall be utilized to support youth baseball and softball programs to generally include supplies, field and equipment maintenance, updating, and replacement as necessary, and for such other purposes deemed necessary for the continued successful operation of said programs. At the conclusion of the recreation and tournament season the MYBSA shall review the net revenues and account balances and shall, based thereon, set aside an amount, deemed acceptable by the Board, to be held in a separate MYBSA Capital Projects account. It is the stated goal of the MYBSA, by their entry into this agreement, to set aside a sum equal to or greater than 25% of their net annual revenues. If the MYBSA finds that they are not in a position to set aside such amount they agree to make a presentation to the City Council explaining their reasoning, said presentation to include a proposed budget moving forward to show and/or explain their position that funds in said amount should not be set aside. In the event the MYBSA Board finds, in any given year, that they have a need for funds previously set aside, whether for general operations, maintenance, or other purposes, they may petition the City Council to allow said previously set aside funds to be used for said desired purposes. The City Council shall not unreasonably withhold authorization for the MYBSA to utilize said funds.

Financial Reporting: The parties shall maintain detailed records of their revenues and expenses and agree to share financial information with each other as requested.

Term: The Term of this agreement shall be for three (3) year(s), commencing January 1, 2018 and ending December 31, 2020.

Other Terms and Provisions: See Addendum A

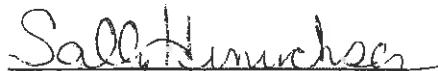
Signed and dated this 2nd day of April, 2018.

City of Monticello, Iowa



Brian Wolken, Mayor

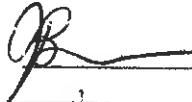
Attest:



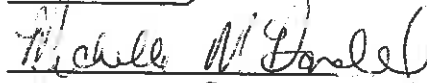
Sally Hinrichsen, City Clerk

Signed and dated this 5th day of May, 2018.

Monticello Youth Baseball Softball Association



Chair



Secretary

Addendum A

Other Provisions:

- This agreement shall be binding on and shall inure to the benefit of all successors, assigns and grantees of the City and MYBSA.
- This agreement shall not automatically renew at the conclusion of the term set forth herein but shall be subject to review and approval by the City and MYBSA at that time.
- The Parties agree to review this agreement each fall after the completion of the softball/baseball season and after the compilation of a final season accounting and report related to the kids served, information related to schedule, travel, tournaments, and other relevant information is put together for review.
- In the event a new agreement is not approved by the parties this agreement will terminate at the scheduled termination date. In the event of termination, a committee made up of three members of the then existing or most recent existing MYBSA Board and three representatives of the City to be appointed by the Monticello City Council shall meet to discuss the disposition of MYBSA funds and other assets. Any agreement of this committee shall be subject to the approval of the Monticello City Council. In the event that the committee cannot reach agreement, they agree to involve an arbitrator who shall meet with the committee, consider the positions offered by all committee members, and then make a final decision that shall be binding on the parties. It is the stated goal of the parties to mutually agree on an arbitrator and to attempt to identify an arbitrator that will volunteer or work for a minimal fee. If the parties cannot agree on an arbitrator they agree to each identify one arbitrator whose names will be placed in a "hat" with a name to be drawn from the hat by the Monticello Mayor or the Mayor's designee, said person then becoming the arbitrator. The parties do hereby agree, however, that it is their mutual intent to utilize any and all funds and assets in the furtherance of youth baseball and softball and/or youth baseball and softball facilities if need exists for said purposes. This statement of intent should guide the committee and/or the arbitrator should the terms of this provision be activated.
- This agreement may be amended by formal written approval of the City and MYBSA at any time.
- The Parties anticipate that an agreement will be entered by and between the City and the School to formally allow the use of those fields and facilities on school owned property that have been in the past and plan to be used moving forward for youth baseball and softball purposes.
- Operational considerations:
 - The MYBSA will have pitching machines out and in place to be used for game purposes. Coaches shall be responsible for putting pitching machines away at the conclusion of the games.

- The City Park and Rec. program will have no scheduled staffing responsibilities at either rec. or tournament team games or practices. However, the Parties recognize the importance of having some program representation during the games scheduled at the Sport's Complex on Wednesday and Thursday nights during the season from approximately 5:30 to 8:00 p.m. The Parties will work together to have said representation, with Park and Rec. staff and MYBSA representatives working together to ensure that at least one representative is present during those nights and time frames.
- Fees for year 2018 shall be set as follows, subject to change by written agreement of the City and MYBSA from year to year:
 - T Ball \$25.00;
 - 1st – 6th baseball and softball \$30.00;
 - Baseball and Softball Travel Teams \$30 per player;
 - For those travel teams that play both for a travel team and rec. team they shall only be assessed one registration fee.
- T Ball games will be scheduled to be played on Friday nights.
- Divisions will be divided as follows:
 - Pre-K and K (T-Ball)
 - 1st and 2nd Grade (Coach Pitch)
 - 3rd and 4th Grade (Pitching Machine)
 - 5th and 6th Grade (Pitching Machine)
 - 7th Grade (Live Pitching)
- T Ball, 1st and 2nd softball and baseball play at Jaycee/Kleinow; practice one night per week and play one night per week.
- Parents to be assigned to concession stand. Parks will provide parent list to MYBSA who will arrange and organize parent volunteers.
- MYBSA will maintain an inventory of all equipment purchased with MYBSA funds or otherwise “owned” by the MYBSA. This inventory shall be updated annually.
- Umpires or other officials will not be utilized at any level but for 7th Grade. The 7th Grade Coach(es) will be responsible for lining up referees / officials for their games.
- The MYBSA and Park and Rec. Dpt. will coordinate a beginning of year Coaches Meeting and will discuss whether or not a Coaches training meeting or session can be arranged and is considered appropriate and desirable.
- Efforts will be made to divide registrants, as best as is possible, into teams with “equal” talent based upon information available to Park and Rec. staff and the association.

- In the event that numbers of registrants in one division or another are short and it is deemed appropriate to move a registrant up from a lower age level to a higher age level the MYBSA and/or the Park and Rec. Dpt. must first obtain the written permission of the parent of the child(ren) desired to be moved.
- Auditing: MYBSA is a division of the City in the eyes of the City Auditor. We need to have books maintained in such a fashion that the Auditor can review them annually. Books need to show revenues, expenses, wages (W-2 or Contract wages), etc. Also, should be some formality of procedures when it comes to handling money to ensure that there are ways to detect theft/fraud. Inventory methods, more than one person counting / depositing money, etc. The MYBSA agrees to make every effort to follow and/or institute procedures and practices recommended by the City Auditor within a reasonable time.

Preparer Info: Douglas D. Herman, 200 E. 1st St., Monticello, IA 52310 319.465.6435

**Agreement Re:
Monticello Youth Baseball and Softball Programs
Use of School owned Property and Facilities**

COMES NOW the City of Monticello, Iowa, a Municipal Corporation (hereinafter "City") and the Monticello Community School District (hereinafter "School") and do hereby agree to the following terms and conditions related to the use of School owned property for purposes of Monticello youth baseball and softball.

GENERAL PURPOSE:

The purpose of this agreement is to set forth the understanding of the City and School with regard to the use by the City, and their agent, the Monticello Youth Baseball and Softball Association (MYBSA), of school facilities in association with the operation of youth baseball and softball leagues, tournaments, practices, and with regard to the Prep Diamond, City Rec. Dpt. Adult Softball leagues and potential practices.

PROPERTIES COVERED:

The following properties, including fields, concession stands as appropriate, related parking areas and other on-site infrastructure, are covered by and subject to the terms and provisions of this agreement.

1. Monticello Sport's Complex (Three of the four fields located on the grounds of the Monticello High School, generally described as the Prep Diamond, and two little league fields commonly referred to as the East and West fields.
2. Two Fields located on the grounds of Carpenter Elementary School.
3. Softball Field located on the grounds of Shannon Elementary School.
4. Lions Field, located on City owned property near the High School Football Field.
5. Softball Fields, Varsity and Junior Varsity and Baseball Competition Diamond, and concession stand, located on grounds of Monticello High School. (The use of these covered diamonds shall be subject to event or use specific approval to be received from the School District Activity Director.)

OBLIGATIONS OF THE SCHOOL:

The School shall be responsible for mowing the outfield areas of the East, West, Prep and Shannon Diamonds at no cost to the City.

The School shall also be responsible for all mowing of the Carpenter Diamonds/Practice areas as well as the Varsity and JV softball fields and Varsity Baseball field.

The School shall be responsible for the payment of fees and expenses related to the use of electricity at the Shannon, Prep., and Varsity Softball and Baseball. (If and when they are allowed to be utilized for Youth Baseball and Softball purposes.)

OBLIGATIONS OF THE CITY:

The City, through their agent, the MYBSA, shall pay for and see to the application of fertilizer and weed control on the East, West, Prep and Shannon Diamonds and outfield areas.

The City's agent, MYBSA, will pay \$100 per varsity baseball night game(s), whether a single game or double header, during which the concession stand is open and operated by the MYBSA, to the Monticello Comm. School District Athletic Department.

CITY OF MONTICELLO MYBSA AGREEMENT:

The City and the School acknowledge the existence and their familiarity with the agreement entered with regard to youth baseball and softball by and between the City and the MYBSA. The City and School acknowledge the terms of that agreement and understand that the terms of that agreement will be honored by the School and same is incorporated by this reference as if set forth fully, verbatim, herein. (A copy of same has been appended hereto.)

ALTERATION, MODIFICATION, or CONSTRUCTION OF SCHOOL FACILITIES:

The City and School acknowledge and recognize that the School has been involved in an in depth facilities study and will be proceeding with a bond issue this year to seek funding to build a new middle school and current plans call for future bond issues to address needs moving forward. The parties agree that the School, in their sole discretion, may eliminate and/or relocate fields/facilities covered by this agreement if said elimination or relocation is tied to and/or associated with the construction of a new school building. The School agrees to give the City as much notice as possible of any planned field elimination or relocation.

TERM: The Term of this agreement shall be for three (3) year(s), commencing January 1, 2018 and ending December 31, 2020.

Signed and dated this 25 day of May, 2018.

City of Monticello, Iowa


Brian Wolken, Mayor

Attest:


Sally Hinrichsen, City Clerk

Signed and dated this 29th day of May, 2018

Monticello Community School District


Bud Johnson, Board President

City Council Meeting
Prep. Date: 04/12/19
Preparer: Doug Herman



Agenda Item: # 7
Agenda Date: 04/15/19

Communication Page

Agenda Item Description: Resolution scheduling Public Hearing on City of Monticello FY '19 Budget Amendments.

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

Attachments & Enclosures:

Resolution / Notice

Fiscal Impact:

Budget Line Item:

Various

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

Synopsis: Proposed amendment to FY '19 budget.

Background Information: Every year, generally one time, we amend the budget to conform to actual revenues and expenses. Expenses are more important than revenues from an amendment process, however, we attempt to recognize new/unanticipated revenues as well as expenditures not planned or anticipated at budget creation.

All we are doing tonight is scheduling the public hearing to consider the proposed budget amendments. I will provide a more detailed analysis of the proposed amendments between now and the next meeting.

Staff Recommendation: I recommend that the Council approve the proposed resolution scheduling public hearing on the proposed budget amendments for May 6, 2019 at 6:00 p.m.

The City of Monticello, Iowa

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

RESOLUTION #

Scheduling Public Hearing on City of Monticello 2018/2019 Fiscal Year budget amendments for May 6, 2019 at 6:00 p.m.

WHEREAS, The Iowa Code requires that prior to a budget Program will exceed the amount originally budgeted for that Program that the City of Monticello hold a Public Hearing on all proposed budget amendments for the 2018/2019 fiscal year, prior to the final approval of same, and

WHEREAS, The budget amendment must be submitted to the County Auditor by no later than May 15, 2019, and

WHEREAS, Notice of the Public Hearing must be published at least ten but no more than twenty days prior to the Public Hearing, and

WHEREAS, Notice shall be published in the Monticello Express, scheduling Public Hearing for the 6th day of May, 2019 at 6:00 P.M. at the Community Media Center, City Council Chambers, Monticello, Iowa, and

WHEREAS, The City Clerk is instructed to see to the publication of the appropriate Notice in the Monticello Express, consistent with the above dictates, so that the Public Hearing may be held as scheduled herein.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby schedule Public Hearing on the proposed 2018/2019 budget amendment for the 6th day of May, 2019 at 6:00 p.m. to be held in the City Council Chambers at the Mary Lovell LeVan Renaissance Center in Monticello, Iowa.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 15th day of April, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

Fiscal Year 2018-2019 Proposed Budget 2nd Amendments - Expenditures dated March 28, 2019

Budget Line /Item	Current Budget	Proposed Budget	Increase/ Decrease	For
Police Operating				
Police Officers	280281	266281	-\$14,000	
Parttime Salary	4000	18000	\$14,000	filling in for injured officer
Deferred Comp	14000	12874	-\$1,126	
Unemployment Compensation	972	1121	\$149	
Chief Training	1000	4135	\$3,135	Britt training
Rep/Maint on Bldg	2000	3800	\$1,800	
Bldg/Grnds Oper/Maint Sup	0	500	\$500	
General Insurance	10000	11103	\$1,103	
Office Supplies	0	1000	\$1,000	
Weapons/Ammunition	0	500	\$500	
Other Capital Equipment	45350	40110	-\$5,240	
Street- General fund				
Roadway/Street Construction	150000	180000	\$30,000	
Streetlights				
Light Structures	12000	42000	\$30,000	N Sycamore St lights/ <i>Walter Drive</i>
Aquatic Center				
Bldg/Grnds Oper/Maint	750	1500	\$750	
Rep & Maint on Equip	15000	25000	\$10,000	pool painting 19500
General Insurance	4200	4572	\$372	
Taxes	2500	3000	\$500	
Swim Team	0	1875	\$1,875	
Minor Equip	800	1100	\$300	
Other Capital Equip	2000	3000	\$1,000	
Cemetery				
Clothing Allowances	200	300	\$100	
General Insurance	900	1051	\$151	
Tractor Oper Sup	3000	4000	\$1,000	
Soldiers Memorial-Gen Fund				
Sldr Mem General Insurance	1500	2037	\$537	
Attorney				
Other Attorney Fees	3000	6000	\$3,000	
Administration				
Bldg & Grnd Oper/Maint	4000	5500	\$1,500	
Ads & Legal Publications	4100	5000	\$900	
County Contributions/donations	9800	12239	\$2,439	
Computer Hardware/Software	3000	3500	\$500	
Transfer In General Fund				
Transfer to Trees Forever	10000	0	-\$10,000	
Transfer to Park Imp	0	68358	\$68,358	Willow Park Trail
Transfer to Baty Disc Golf	10000	0	-\$10,000	
Transfer to water	0	106000	\$106,000	max internal loan/Res18-120
Transfer to Storm Water	0	35000	\$35,000	internal loan per POS
Berndes Center				
Salaries-MEC Staff	45000	40000	-\$5,000	
City Self Insurance	2000	0	-\$2,000	Paid from Insurance Fund
General Insurance	3750	5998	\$2,248	
League Exp/Sponsors	8000	11000	\$3,000	
Refunds	0	3000	\$3,000	Rental deposit refunds
Office Supplies	500	1500	\$1,000	

Other Capital Equipment	145000	20000	-\$125,000	
Facilities	0	125000	\$125,000	
Insurance Fund				
Ambulance Self Insurance	4000	5500	\$1,500	
Library Self insurance	1500	2800	\$1,300	
Fire				
IPERS	200	500	\$300	
Workers Compensation	6000	6608	\$608	
General Insurance	8500	11447	\$2,947	
Ambulance				
Ambulance Personnel	300000	315000	\$15,000	
Overtime	14000	22000	\$8,000	
Bldg/Grnds Oper/Maint Sup	350	600	\$250	
Rep/Maint of Vehicle/equip	12000	19000	\$7,000	
Data Processing/Software	3500	4200	\$700	
Postage	0	20	\$20	
Hotel/Motel Tax				
Park/Tourism/Economic	10000	12050	\$2,050	
Police Improvement				
Other Capital Improvements	1000	13500	\$12,500	
Library Improvement				
Programs/Library Promotions	1000	7100	\$6,100	add programs
Computer hardware/Software	2500	3500	\$1,000	
Library				
Lib Maj Bldg Repairs	0	4500	\$4,500	ceiling/wall rep, LED lighting, chairs
Equipment Set-A-Side				
Transfer to General Fund	45350	40110	-\$5,240	
Transfer to Police Improvement	0	15000	\$15,000	
Airport				
Rep/Maint of Equip	3500	4500	\$1,000	
General Insurance	6000	6274	\$274	
Other Capital Equipment	2000	8200	\$6,200	
Facilities	13500	11600	-\$1,900	FBO Bldg payment
Transfer for grant match	116200	95000	-\$21,200	10-T-hangar & master plan
Revolving Loan Fund				
Revolving Loan	15000	5000	-\$10,000	
Locust Court Development	0	10000	\$10,000	
Road Use				
City Self Funded	3000	0	-\$3,000	Paid from Insurance Fund
Clothing Allowance	1000	2000	\$1,000	
OSHA	300	325	\$25	
General Insurance	7200	8000	\$800	
Heavy Equipment Lease	0	5000	\$5,000	
Street Maint Contracts	40000	75000	\$35,000	
Tree Removal & Planting	15000	40000	\$25,000	Sycamore Street plus 6 extra trees
Chestnut Street	51500	0	-\$51,500	
Heavy Motorized Equipment	0	59000	\$59,000	
Snow Remcval	25000	45000	\$20,000	
Debt Service				
2019 Bond fees	0	300	\$300	setup bonds fee

Employee Benefits			
Police City share SS & medica	28470	31770	\$3,300
Police Ipers	37855	42250	\$4,395
Police Group Insurance	52685	54975	\$2,290
Police Family Medical	0	840	\$840
Ambulance IPERS	39005	42000	\$2,995
Road Use Workers Comp	8000	15800	\$7,800
Aquatic Center Work Comp	2000	2435	\$435
Super Mac Work Comp	50	60	\$10
TIF Tax Collections			
Kardes Rebate Agreement	55176	53768	-\$1,408
IAS Rebate Agreement	3816	3666	-\$150
Althoff Develop Agreement	5164	4894	-\$270
Bud Johnson Develop Agreemt	2090	2020	-\$70
MC Industries Dev Agreemt	7478	7180	-\$298
Yogi's Development Agreemt	21352	20584	-\$768
Bagge Welter Dr Dev Agreemt	21152	20348	-\$804
Boulders Agreement	69138	45000	-\$24,138
Park Improvement			
Fountain Park	0	95000	\$95,000
Willow Park Trail	0	92676	\$92,676
Library Capital Improvements			
Rep.Maint on Bldg	0	6400	\$6,400
TIF Project			
N Sycamore St Project	0	1050000	\$1,050,000
Pro Fees	0	28800	\$28,800
Cemetery Improvement			
Grnd Oper/Maint	33280	4000	-\$29,280
Street Maintenance	0	28500	\$28,500
Cremantion Wall/Garden	0	2000	\$2,000
Family Aquatic Center			
Transfer to Park Imp	0	12500	\$12,500
Capital Projects			
N Sycamore Street Project	0	700000	\$700,000
East First Street Bridge	125000	130000	\$5,000
Airport Hangar -AIP Grant	145000	60854	-\$84,146
AIP - A/port Plan Update	150000	138651	-\$11,349
Hail Damage Expenses	60000	64574	\$4,574
Pro Fees	0	19200	\$19,200
Street Light Controls	0	-60360	-\$60,360
Sixth Street Ditch	100000	0	-\$100,000
MYBSA			
Capital Improvements	0	8119	\$8,119
Johnson Fidelity Acct	20000	11881	-\$8,119
Low Income Housing			
Grant/Assisiance	0	14700	\$14,700
MDC Fund			
Development Project	15000	0	-\$15,000
Water Operating			
General Insurance	5750	9327	\$3,577
Utility Systems & Structures	75000	165000	\$90,000

Fountain Park Imp

Clock tower

housing rep grants/Donna Ehltz

West well

Water Deposits				
Refunds	7500	10000	\$2,500	
Water Cap Improvements				
West Well Repairs	0	9000	\$9,000	West well
Sewer Operating				
Utility Services	32000	65000	\$33,000	
General Insurance	13500	18365	\$4,865	
Sewer Capital Improvement				
Sewer Facility Evaluation	0	59825	\$59,825	Sewer Master Plan
Sanitation				
Salaries	135000	130000	-\$5,000	
Summer Help	10000	3600	-\$6,400	
Overtime/Comp Pay	2000	7500	\$5,500	
Rep/Maint on Bldg	1500	650	-\$850	
Bldg Oper Sup/Towel Service	200	0	-\$200	
Vehicle Oper Sup	10000	2000	-\$8,000	
Rep /Maint on Equip	6000	2000	-\$4,000	
Ads & Legal Publications	1500	500	-\$1,000	
Recycling	68000	0	-\$68,000	Republic doing
Pro Fee- Republic	98500	370000	\$271,500	new service
Refunds	100	2000	\$1,900	bag refunds
Minor Equipment/Dumpsters	1000	500	-\$500	
Load Tickets	45000	7000	-\$38,000	
Sanitation Bags	17500	0	-\$17,500	No longer need bags
Yard Waste Site	0	30,000	\$30,000	purchase /setup Yard Waste Site
Storm Water				
Pro Fees	0	2000	\$2,000	
Sixth Street Ditch Project	250000	10000	-\$240,000	project moved to next year
Total			\$2,275,470 \$2,305,470	

Fiscal Year 2018-2019 Budget 2nd Amendments - Revenues dated March 28, 2019

Budget Line Item	Current Budget	Proposed Budget	Increase/ Decrease	For
General				
Transfer In Equipment Setaside	45350	40110	-\$5,240	squad car
Golf Cart Permits	800	1060	\$260	
Peddler Permit	300	2000	\$1,700	fireworks permits
Interest	8500	12500	\$4,000	
Road Use Interest	3200	10000	\$6,800	
Cemetery Land Rent	0	500	\$500	
City Hall Deposit	500	1000	\$500	
STEP Grant	2500	8285	\$5,785	
DNR Brownfield Grant	0	1080	\$1,080	
Swim Team fees	0	691	\$691	
Refunds/Reimbursements	1500	32519	\$31,019	IAMU 2018 dividend
School Resource Officer	0	25577	\$25,577	
Road Use Miscellaneous	2000	21958	\$19,958	Bob Faust-Willow Ridge
Miscellaneous Income	6000	7900	\$1,900	reimbur for light pole
Court Fines	4500	6000	\$1,500	
Parking Fines	200	2045	\$1,845	
Berndes Center				
Room Deposits	0	400	\$400	
MBC Leagues & Classes Reg	15000	18500	\$3,500	
Trees Forever				
Transfer In	10000	0	-\$10,000	
Fire				
Interest	900	1950	\$1,050	
Fire Donations	0	1300	\$1,300	
Ambulance				
Ambulance Revenue	320000	280000	-\$40,000	
Amb Delinquent Collections	1000	5000	\$4,000	
Amb Miscellaneous	1500	3300	\$1,800	
Street Bonds				
St Bond Deposit	5000	5500	\$500	
Police Improvement				
Transfer In Equip SetaSide	0	15000	\$15,000	
Library Improvement				
Federal Grants	0	1500	\$1,500	Pushing to Limits Grant
Enrich IA Fund/Direct State Aid	1850	2076	\$226	State Enrich funds
Deposits & Donations	3000	8600	\$5,600	Grants
Library				
Donations & Deposits	2000	4000	\$2,000	Jones Co Cap Imp Fund
Equipment Setaside				
Interest	300	1626	\$1,326	
Ambulance Rev	0	1850	\$1,850	
Airport				
Airport Farm Lease	62000	63700	\$1,700	
Revolving Loan Fund				
Zimmerman 224 N Chestnut	0	10000	\$10,000	

Park Improvement				
Fountain Park Donations/grants	\$0	\$83,477	\$83,477	
Willow Park Trail Donation/grant	\$0	\$24,642	\$24,642	
Transfer in General Fund	\$0	\$68,358	\$68,358	
Transfer in FACC	\$0	\$12,500	\$12,500	Fountain Park
Library Capital Improvement				
Donations/Contributions	\$0	\$2,600	\$2,600	Jones Co Cap Imp Fund
TIF Project				
Bond Proceeds	\$0	\$1,500,000	\$1,500,000	2019 bond
Capital Imp				
Trans In A/port IDOT Grant	\$0	\$825	\$825	
Trans In A/port AIP Grant	\$116,200	\$80,441	-\$35,759	10-T-hangar & Plan
AIP Grant - A/port Plan	\$0	\$125,086	\$125,086	
AIP Grant-Ten-T-Hangar	\$107,000	\$109,937	\$2,937	
IDOT 1st St Bridge	\$125,000	\$212,638	\$87,638	
Main St - State Share	\$0	\$25,463	\$25,463	
Hail Damage Insurance	\$60,000	\$7,673	-\$52,327	
Bond Proceeds	\$200,000	\$1,000,000	\$800,000	2019 Bond
MDC Fund				
Zimmerman 224N Chestnut	\$15,000	\$5,000	-\$10,000	paid back to revolving loan
Baty Disc Golf				
Transfer in General Fund	10000	0	-\$10,000	
Pocket Park				
Refunds & Reimbursements	0	3648	\$3,648	
Water Operating				
Sales Tax Collection	\$30,000	\$1,000	-\$29,000	
Water Excise Tax	\$0	\$25,000	\$25,000	
Transfer in General	\$0	\$106,000	\$106,000	
Sanitation				
Sanitation Charges	\$380,000	\$467,000	\$87,000	
Garbage Bag Fees	\$47,000	\$152	-\$46,848	
Sanitation Cap Imp				
Equipment SetaSide	9900	1391	-\$8,509	
Storm Water				
Loan/Bond Proceeds	300000	0	-\$300,000	doing next year
Transfer in General	0	35000	\$35,000	
TOTAL			\$2,597,358	

City Council Meeting
Prep. Date: 4/12/19
Preparer: Doug Herman



Agenda Item: 8
Agenda Date: 04/15/2019

Communication Page

Agenda Items Description: Resolution awarding General Obligation Corporate Purpose Bonds, Series 2019.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: City will be taking bids on Monday morning the 15th and plans to propose the award of the bonds to the “best” bidder. (Lowest cost.)

Background Information: The funds are being borrowed to cover the costs of the previously approved, and underway, N. Sycamore Street project.

PFM, our financial advisor, will be in attendance to review the bond results, answer questions, and make a recommendation to the Council.

Staff Recommendation: I recommend that the Council award the sale of not to exceed \$2,700,000 G.O. Corporate Purpose Bonds, series 2019.

MINUTES TO RECEIVE BIDS AND
SELL BONDS

435926-32

Monticello, Iowa

April 15, 2019

The City Council of the Monticello, Iowa, met on April 15, 2019, at _____ o'clock
____.m., at the _____, Monticello, Iowa.

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

Present: _____

Absent: _____.

This being the time and place fixed by the City Council for the consideration of bids for
the purchase of the City's General Obligation Corporate Purpose Bonds, Series 2019 the Mayor
announced that bids had been received and canvassed on behalf of the City at the time and place
fixed therefore.

Whereupon, such bids were placed on file, and the substance of such bids was noted in
the minutes, as follows:

Name and Address of Bidder

Final Bid
(interest cost)

(ATTACH BID TABULATION)

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

Ayes: _____

Nays: _____.

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

RESOLUTION NO. _____

Resolution Awarding General Obligation Corporate Purpose Bonds, Series 2019

WHEREAS, the City of Monticello (the "City"), in Jones County, State of Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, heretofore proposed to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$2,700,000 for the purpose of paying the costs, to that extent, of constructing street, water system, sanitary sewer system, sidewalk and storm water drainage improvements and installing street lighting, signage and signalization, and pursuant to law and duly published notice of the proposed action has held a hearing thereon on February 18, 2019; and

WHEREAS, a Preliminary Official Statement (the "P.O.S.") has been prepared to facilitate the sale of General Obligation Corporate Purpose Bonds, Series 2019 (the "Bonds") to be issued in evidence of the obligation of the City under the Loan Agreement, and the City Council has made provision for the approval of the P.O.S. and has authorized its preparation and use by PFM Financial Advisors LLC, as municipal financial advisor (the "Financial Advisor") to the City; and

WHEREAS, pursuant to advertisement of sale, bids for the purchase of the Bonds were received and canvassed on behalf of the City and the substance of such bids noted in the minutes; and

WHEREAS, upon final consideration of all bids, the bid of _____, _____ (the "Purchaser"), is the best, such bid proposing the lowest interest cost to the City for the Bonds;

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

Section 1. The bid of the Purchaser referred to in the preamble is hereby accepted, and the Bonds are hereby awarded to the Purchaser at the price specified in such bid, together with accrued interest, if any.

Section 2. The form of agreement of sale/official bid form (the "Sale Agreement") of the Bonds to the Purchaser is hereby approved, and the Mayor and City Clerk are hereby authorized to execute the Sale Agreement for and on behalf of the City.

Section 3. The City shall enter into the Loan Agreement with the Purchaser in substantially the form as will be placed on file with the City Council, providing for a loan to the City in the principal amount of \$2,700,000 for the purpose or purposes set forth in the preamble hereof.

Section 4. Further action with respect to the approval of the Loan Agreement and the issuance of the Bonds is hereby adjourned to the City Council meeting to be held on May 6, 2019.

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

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved April 15, 2019.

Mayor

Attest:

City Clerk

• • • •

Upon motion and vote, the meeting was adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, do hereby certify that as such City Clerk I have in my possession or have access to the complete corporate records of the City and of its City Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the sale of General Obligation Corporate Purpose Bonds, Series 2019 of the City evidencing the City's obligation under a certain Loan Agreement and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

WITNESS MY HAND this ____ day of _____, 2019.

City Clerk

(Attach here a copy of the bid of the successful bidder.)

City Council Meeting
Prep. Date: 04/12/19
Preparer: Doug Herman



Agenda Item:
Agenda Date: 04/15/2019

Communication Page

Agenda Items Description:

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

Attachments & Enclosures:

Police Chief Letter

Fiscal Impact:

Budget Line Item:

n/a

Budget Summary:

n/a

Expenditure:

n/a

Revenue:

n/a

Due to my absence I wanted to update you on a number of matters that are currently pending, the following in no particular order:

Administrator Report:

1. **Police Chief Letter Re: sTEP:** See attached
2. **Compadres Structural Inspection:** Inspection has taken place. The building, as you are all likely aware, is not in good shape. I expect a written report in the next couple weeks and anticipate that it will suggest looking at demolition options. I plan to have discussions with all neighboring property owners, and have had some already, to determine their level of interest in the lot(s) if demolition is the route chosen. There are grants that could be pursued for both demolition or renovation that we can discuss down the road as well.
3. **Ren. Center Mens Restroom Repairs:** Repairs / improvements are complete except for the planned change out of the hand dryer which is pretty much worthless. Waiting on pricing on that piece.
4. **Council Chambers Pipe Leaks:** Nick should have an update for you on this point.
5. **7th Street Improvements:** IF the Council chose to add the balance of 7th Street, between N. Cedar and Maple, to the N. Sycamore Street project you could do so, however, if you do so we need to move forward, in my opinion, with assessments to the additional property owners in similar fashion to the balance of N. Sycamore Street. Because those "new" properties were not included in the preliminary assessment process they would either need to agree to a voluntary

assessment that would be calculated in an identical fashion to the N. Sycamore Street assessments or we would have to treat it as a second project, put together a prelim. Assessment schedule, mail it out, hold a public hearing, go out to bid, etc. This additional work became a topic of discussion after the street bid came in well under estimate. I just need to know if you want me to pursue voluntary assessment agreements and then, if unsuccessful on that front (even one hold out would be a problem) whether you want to move forward treating it as a new or 2nd project.

6. **Main Street Iowa Program:** I attended a Main Street Iowa Application review/training program in Elkader on Tuesday the 9th. Jan Hoag and Derek Lumsden also attended. Becoming a Main Street Iowa program has been identified as a priority and I believe it would be a great opportunity to move forward with our downtown. Derek Lumsden will be at the meeting to share his thoughts. He has background in the Main Street program and would be the lead on our Application. Time is a bit of the essence as we need to get on the application and put our “plan” together.
7. **6th Street Ditch Committee:** Tom, Dave, Chris and Brian and I met to discuss the 6th Street Ditch status. Please check your e-mails for a summary of our conversations. (I will get this done sometime Monday)
8. **Development on Beck Property near Kardes:** I continue to work with the developer on this project (and the DNR, City Engineer, others) the primary hurdle being associated with sanitary sewer / plant “loading”. I hope to solve our pending issues and be in a position to provide more detail at our May 6th meeting.
9. **Rural Economic Development Summit:** I attended the Rural Summit in Grinnell with the Mayor and Derek Lumsden on Thursday the 11th and Friday the 12th. I think I took away some good information and will provide more detail later. Specific areas that will have more study include:
 - a. Algae treatment option at our Sewer Plant. (May lengthen the life of the plant or, at a minimum, assist with the treatment of Truck Wash related sewage.)
 - b. Solar Panel installation on City Buildings or City Property.
 - c. CDBG Grants for various projects from wastewater plant, dilapidated homes, Low to Moderate Income qualified home improvement program, and more.
 - d. Catalyst Grant (Related to renovation to slum and blight building.) Could be a building like Compadres for example or privately owned building. Grant of up to \$100,000 with additional non Catalyst Grant funding required.



From the Office of:

Chief of Police

Britt D. Smith

Dear Mayor and City Council,

Each year the Monticello Police Department participates in the Governors Traffic Safety Bureau's (GTSB) Specialized Traffic Enforcement Project (sTEP). This traffic initiative allows law enforcement agencies throughout the state an opportunity to receive funding for much needed traffic enforcement equipment. Since 2005 when I was put in charge of the sTEP program, we have obtained **ALL** of our police car camera systems, radar units, along with our latest speed sign from the GTSB. In return for funding, agencies participate in 5 pre-determined heightened enforcement events throughout the year. These enforcement waves typically are a one to two-week period centered around a major holiday where agencies are asked to increase their traffic enforcement activity and provide documentation and our data to the State of our enforcement efforts. We also conduct pre and post wave seatbelt surveys to monitor the seat belt usage of the motoring public. It's a way to generate participation from law enforcement agencies and an opportunity to educate the motoring public on Iowa's traffic laws.

An additional aspect of the sTEP program is the requirement to participate in a multijurisdictional enforcement event. This simply means joining efforts with our area agencies such as the Jones County Sheriff's office, Anamosa Police Department, Iowa State Patrol, or the Iowa Commercial Motor Vehicle Enforcement and conducting a combined enforcement project. This project can be completed in two primary ways; a saturation patrol where an increased number of officers have a heightened presence in a particular area and conduct traffic stops from visually spotting violations. The saturation patrol is typically the most common activity. The second option is the utilization of a checkpoint where a specific location is identified and a predetermined number of vehicles are stopped while officers conduct a brief vehicle inspection verifying appropriate driver's license statuses, vehicle registration, Insurance Requirements, and basic vehicle lighting and equipment requirements. Officers are also keen on identifying intoxicated drivers, vehicles transporting narcotics along with a variety of other possible offenses.

After a request from the Jones County Safe and Healthy Youth Coalition, we are considering implementing option number 2 and conducting a checkpoint. There is however the possibility for controversy or displeasure from the motoring public when checkpoints are utilized therefore, I therefore determine it to be of importance that the governing body is aware and provided an opportunity to provide their feedback before a project like this is conducted.

The controversy comes from that as a rule, the motoring public are only stopped by police when a traffic violation is committed, therefore if you are not committing a traffic infraction you are not stopped by the police and therefore free of the perceived intrusion and or inconvenience by law enforcement. With a checkpoint, anyone traveling past the designated point can be subject to being stopped without committing a traffic offense. Based upon staffing levels, we predetermine that we will conduct a stop on 1 out of every 5 vehicles who pass through the

checkpoint. The vehicles are arbitrarily waved over by law enforcement and an officer conducts a vehicle safety inspection, again checking the drivers license, registration, insurance and a brief equipment inspection for lighting, tires and other required equipment. Officers are also keen to identify intoxicated drivers or those transporting narcotics. The entire process for a motorist without any complications from various violations takes less than 5 minutes to conduct. It is also predetermined which violations will generate a warning or citation taking the ambiguity or the presence of favoritism out of the hands of the individual officers.

It is important to know that checkpoints are **legal** and are governed by the Iowa Code which provides for certain requirements to be followed. Many of you may have seen or been inspected during checkpoints that are commonly implemented in other jurisdictions. Ours would of course be a smaller scale event. Checkpoints do require things like an advanced warning to drivers that a checkpoint is ahead, and an alternative route must be provided should they choose to avoid the checkpoint. We will also have advanced media announcements both in print and social media platforms so that motorists are aware of the activity.

This proposed check point would be conducted in August, and would last only a few hours, preferably from 6pm to 8 or 9pm limiting as much routine traffic as possible. We don't have a definitive location and are evaluating traffic numbers for several locations, but we must ensure that we have ample room to operate with clear visibility and that the safety of everyone is the top priority.

Again, the intent of this information is to provide you an opportunity to voice your concerns or show support for the potential of a project like this in our jurisdiction. While checkpoints don't always generate a negative or controversial image it is important to obtain the support and understanding from our key community stakeholder's before implementing anything like this. With your support we plan to continue to gain other critical stakeholder support and begin an operations plan.

If you have any questions or comments, I encourage you to reach out to me.

Sincerely,

Britt