

City of Monticello, Iowa

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Posted on August 16, 2019 at 4:15 p.m.

Monticello City Council Regular Meeting August 19, 2019 @ 6:00 p.m.

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

Mayor:	Brian Wolken	City Administrator:	Doug Herman
City Council:		Staff:	
At Large:	Dave Goedken	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Brenda Hanken	Public Works Dir.:	Nick Kahler
Ward #1:	Rob Paulson	City Engineer:	Patrick Schwickerath
Ward #2:	Candy Langerman	Police Chief:	Britt Smith
Ward #3:	Chris Lux	Ambulance Dir.:	Dawn Brus
Ward #4:	Tom Yeoman		

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

Open Forum: If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. 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	August	05, 2019
Approval of Payroll	August	15, 2019
Approval of Bill List		
Approval of Treasurer's Report for July, 2019		
Approval of Transfer of Chamber Liquor License to Jaycee/Kleinow Fields on 9/1/2019		

Motions: None

Public Hearings and Related Action: None

Resolutions:

1. **Resolution** to approve Kenneth and Mary Lyons Tax Abatement Application related to Residential Improvements constructed at 507 Locust Court, Monticello, Iowa.
2. **Resolution** to approve and adopt the Annual City Street Financial Report for Fiscal year 2018/2019.
3. **Resolution** to approve moving bid related to Baty Disc Golf Course and Northridge Retention Structure.
4. **Resolution** to approve payment of retainage to Eastern Iowa Excavating and Concrete related to Downtown Parking Lot project.

5. **Resolution** to recognize past vacation of R.O.W. and to approve of the execution and delivery of Quit Claim Deeds to adjacent property owner(s).

Ordinances: None

Reports / Potential Action:

Engineer Report

- Engineer Report
- PW Director Report / Water/Wastewater Update
- Administrator 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
August 5, 2019 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Rob Paulson, Candy Langerman, 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, City Engineer Patrick Schwickerath and Park Director Jacob Oswald.

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

During Open Forum, Steve Hanken, 823 S Main St, commented on the DNR State Revolving Loan funds available, which he suggested the City look into for the sewer treatment plant improvements. Wolken stated City Engineer is working on plans and estimated costs before they could move forward. Jeff Bauer, 735 Breckenridge Dr, commented on Accent Construction lot behind his property. Bauer stated lot is being used as a dump /storage site and weeds, mosquitoes and other wildlife are safety issue. Water is not draining due to all the sand and running onto his property. He talked with Nuisance Abatement Officer Bob Urbain last year, Accent then came and trimmed the bottom of the trees instead of the tops that are rubbing against his shed. Smith stated he presented pictures to the Council at a recent Council meeting regarding the issue for input and direction. Herman is looking into the Code regarding outside storage. Herman will meet with Smith and set up a meeting with Accent to address these issues and place item on P & Z agenda for suggestions. Brenda Hanken, 291 N Pine St, commented on the water leak by Shannon School and asked if it would be repaired prior to school starting. Kahler stated Water/Wastewater Superintendent has been working with Herman to get repair estimates. Brenda Hanken also suggested looking into having Council meetings every other week as opposed to the 1st and 3rd Mondays of each month.

Langerman moved to approve the consent agenda, Paulson seconded. All voted aye, except Hanken who voted nay. Motion carried.

Smith reviewed the proposed Panther Prowl road race route for August 17th. Yeoman moved to approve the Panther Prowl road race on August 17th from 9 AM to 10:30 AM, with route being on Valley Dr, Northridge Dr, John Dr and Hardscrabble Rd., Langerman seconded, roll call unanimous.

Goedken moved to approve Resolution #19-107 Approving Pay Request #4 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$296,276.25, Lux seconded, roll call unanimous.

Goedken moved to approve Resolution #19-108 Approving Change Order #4 submitted by Horsfield Construction, Inc. related to the North Sycamore Street Reconstruction Project in the amount of \$4,720.00 associated with the removal of a previously unknown fuel tank under the street near Theisen's Garden Center, Langerman seconded, roll call unanimous.

Schwickerath reported that the N. Sycamore Street project is on schedule, indicating that some paving could begin in the near future.

Goedken moved to approve Resolution #19-109 Approving Benjamin and Angela Cashner Tax Abatement Application related to Residential Improvements constructed at 1002 Valley Drive, Monticello, Iowa, Lux seconded, roll call unanimous.

Kahler requested a proposal from LL Pelling to sealcoat a number of streets, which have not been sealcoated for a number of years. The proposal included Walnut Street from Grand Street to Buckeye Street; Washington Street from the end of the new concrete from South Cedar Street project to Chestnut Street; Pinehaven Drive from Ridgeview Road to Southaven Drive and the City access to the water tower off of Celgo Avenue, in the amount of \$19,132. Kahler explained that LL Pelling equipment is designed for sealcoating, where the City equipment is outdated and imperfect in its' application of oil and rock. Pelling's spreaders and oil will create a better finished product. Kahler suggested the City staff work in front of Pelling to patch holes which will reduce the estimated cost to \$16,932. Goedken moved to approve Resolution #19-110 Approving contracting with LL Pelling Co to complete various Sealcoating projects, Hanken seconded, roll call unanimous.

Herman presented a draft 28E Agreement between the City and the Department of Corrections that would allow the City to utilize Penitentiary inmates for various City needs. The City would be expected to provide transportation and supervision for the offenders with the Penitentiary providing sack lunches. City would be billed \$5.00 per day per offender. The offenders, they assign to work on 28E agreements, are offenders who are nearing their release dates. Any City staff responsible for supervising the inmates would need to attend a 2 -3 hour training. Herman suggested Dan McDonald, Nick Kahler, Britt Smith, Jacob Oswald and himself to attend the training. Yeoman moved to approve Resolution #19-111 Approving agreement between The Iowa Department of Corrections and the City of Monticello as provided by Chapter 28E of the Iowa Code, Lux seconded, roll call unanimous.

Oswald discussed a desire to expand on the indoor Pickle Ball success by adding outdoor courts. Cost estimates for the Courts that were proposed to be constructed along Diamond Drive were presented. Herman advised that a donor agreed to pay for the concrete which accounted for approximately one-half of the overall project cost of \$29,550. The resolution approves the proposed location and authorizes the Parks Department to pursue grants and seek other funding sources in the coming months. The project will be brought back to the City Council for final approval. Langerman moved to approve Resolution #19-112 Approving proposed Pickle Ball location and continued planning related thereto, Hanken seconded, roll call unanimous.

Derek Lumsden, Jones County Economic Development reported the City was not chosen as a new Main Street Iowa community, but received good reviews by the commission. The Main Street Iowa commission encouraged the City to reapply in two years and gave advice on areas that would make their application stronger. Based on the interest in the Main Street Iowa program, Monticello has been offered the opportunity to receive a "Downtown Assessment" which is performed by the Iowa Downtown Resource Center for \$1,000. They will perform an intense on-site study of the downtown, including a public presentation and a 20+ page written report that can be used in our planning efforts. Lux moved to approve Resolution #19-113 Approving Downtown Assessment by Iowa Downtown Resource Center, Goedken seconded, roll call unanimous. Herman thanked Lumsden for all his time and effort put into the Main Street Application.

Goedken moved Ordinance #726 amending Chapter 165 “Zoning Regulations” and amending the Official Zoning map, approving rezoning of Property located at 215 W. 7th Street from M-1 Light Manufacturing to R-3 Condominium District, third and final reading and in title only, Langerman seconded. Roll call: All ayes except Yeoman who abstained.

Schwickerath reviewed the previously submitted plans and costs from 2017 for the North Chestnut Street proposed project. Goedken saw no need to tear out the sidewalks or trees between 1st and 2nd Streets. Council discussed the debt limit for the City. Hanken stated the Sewer treatment plant project will be a big project and doesn't feel the City should continue going into debt. Goedken explained that large projects cannot be completed without debt. Herman explained that water and sewer projects can be funded with revenue bonds as opposed to general obligation debt, however, expressed his opinion that the Council would look at both General Obligation Debt and Revenue Bonds as options as the sewer plant planning proceeds.

Kahler discussed the potential sale of one of two City owned garbage trucks at this time with the potential future sale of the other truck after a yard waste collection decision is made. Kahler and Herman will get notices out to potential bidders on the older white garbage truck at this time.

Kahler stated he was working with Smith on Ward I sidewalk inspections. The Clerk's Office is now getting forms back which state the repairs have been made and they will go back to inspect the completed work.

Kahler reported that rock had been placed around the concrete flume near Birch Street that had been undermined. Goedken questioned if more permanent repairs might be necessary.

Herman reviewed sidewalk at 6th Street and N Gill Street, which goes from 6th Street to property owner's driveway. There is no other sidewalk on that side of the street and owner questioned whether it could be removed. City recently tore a portion of the sidewalk out during a water main repair. Herman also informed the Council of a comment received from a S. Chestnut Street property owner questioning why he needed to repair his sidewalk when it did not fully extend to the intersection of S. Chestnut Street and Buckeye Street.

Kahler reported that the Public Works staff has been helping at the Cemetery, helped remove trees off the end of the crosswind runway, and added rock to the Willow Park lot next to Pizza Ranch. Herman stated that there had been a verbal agreement with the previous owner of Pizza Ranch that Pizza Ranch would take care of rock placement, grading, and, snow removal as opposed to paying rent and that verbal agreement had not been mentioned to the current owner. Herman asked the Council if they were of the opinion that Pizza Ranch should participate in the lot maintenance and they agreed that they should in some respect. Herman will visit with Pizza Ranch owner to discuss.

Kahler informed the Council of an abandoned 8" clay storm sewer tile found on South Street that was undermining the street. He also informed the Council that Brian Monk was hired to install drainage pipe and to perform some grading in the Northridge retention pond area to remove ruts and improve drainage, making the area easier to maintain. Kahler has a chipper lined up and will be trimming trees in the near future. The Public Works staff will also be updating City signage that is not up to code requirements.

Regular Council Meeting – Official
August 5, 2019

Herman reviewed pictures of the ditch along Cedar and Main Street, where the rip rap was added to ditch embankment to prevent further washout. Goedken suggested that a concrete wall be installed in the area of the tube with the old walls left in place at this time. Herman will pursue cost estimates.

Herman reported that Library bollards will be installed by the electrician working on N Sycamore Street Reconstruction Project and would be done prior to winter. Herman reported that another supplier has looked at the Berndes Center HVAC project and had ideas to improve the project and to reduce overall project cost. He will work with contractors to obtain new bids.

Herman handed out a cost estimate to create a demolition plan for the former Compadres building along First Street. He plans to obtain a second estimate and is also exploring grants to restore the building.

Herman reported that The Office owner Joan Kraus is working with Smith on details for a motorcycle benefit ride planned for Saturday August 24th, leaving Delhi and stopping at the Office late that morning with hundreds of bikes expected.

Herman is working with the City Attorney on a City Employee Handbook. He will provide a draft copy to the Council in the near future.

Herman reported that the Board of Adjustment set public hearings for two separate proposed building projects behind the Doug Toenjes property along 7th Street. Hearings on requested variances are set for August 27th at 5:30 PM. These properties have no street frontage, are on a gravel lane, and legal access to the lots may be an issue.

Wolken read a press release related to recent training completed by Police Chief Britt Smith through Northwestern University Center of Public Safety.

Langerman move to adjourn at 8:06 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - AUGUST 15, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	July 29 - August 11, 2019				
Devin Arduser	\$ 501.13	\$ -	0.00	0.00	\$ 404.64
Brian Bronemann	44.00	-	0.00	0.00	37.72
Dawn Brus	1,107.00	-	0.00	0.00	813.09
Johnathan Geiger	677.76	-	0.00	0.00	515.15
Drew Haag	474.56	-	0.00	0.00	396.89
Jessica Heasty	138.72	-	0.00	0.00	118.94
Ben Hein	166.56	-	0.00	0.00	142.80
Mary Intlekofer	2,061.00	-	0.00	38.25	1,391.30
Dean Jensen	261.00	-	0.00	0.00	221.79
Brandon Kent	1,911.00	-	0.00	0.00	1,244.53
Jim Luensman	682.50	-	0.00	0.00	516.68
Lori Lynch	1,979.25	68.25	0.00	0.00	1,337.76
Dave McNeill	183.36	-	0.00	0.00	156.21
Mandy Norton	311.16	-	0.00	0.00	249.35
Brian Rechkemmer	273.00	-	0.00	0.00	192.18
Shelly Searles	1,911.00	-	0.00	0.00	1,326.03
Jeffrey Silver	1,827.00	-	0.00	0.00	1,355.12
Chris Szymanowski	1,892.25	65.25	0.00	0.00	1,229.35
TOTAL AMBULANCE	\$ 16,402.25	\$ 133.50	0.00	38.25	\$ 11,649.53
CEMETERY	July 27 - August 9, 2019				
Dan McDonald	\$ 1,656.01	\$ -	0.00	0.00	\$ 1,194.86
TOTAL CEMETERY	\$ 1,656.01	\$ -	0.00	0.00	\$ 1,194.86
CITY HALL	July 28 - August 10, 2019				
Cheryl Clark	\$ 1,984.00	\$ -	0.00	21.00	\$ 1,376.56
Doug Herman	4,201.46	-	0.00	0.00	3,024.32
Sally Hinrichsen	2,488.06	-	0.00	0.00	1,649.49
Nanci Tuel	1,486.41	-	0.00	0.00	977.35
TOTAL CITY HALL	\$ 10,159.93	\$ -	0.00	21.00	\$ 7,027.72
COUNCIL / MAYOR					
Dave Goedken	\$ 100.00	\$ -	0.00	0.00	\$ 92.26
Brenda Hanken	100.00	-	0.00	0.00	92.26
Candy Langerman	100.00	-	0.00	0.00	92.35
Chris Lux	100.00	-	0.00	0.00	92.26
Rob Paulson	100.00	-	0.00	0.00	92.35
Brian Wolken	300.00	-	0.00	0.00	273.78
Tom Yeoman	100.00	-	0.00	0.00	92.35
TOTAL COUNCIL / MAYOR	\$ 900.00	\$ -	0.00	0.00	\$ 827.61
LIBRARY	July 29 - August 11, 2019				
Molli Hunter	\$ 271.04	\$ -	0.00	0.00	\$ 231.26
Penny Schmit	1,074.40	-	0.00	0.00	787.74
Madonna Thoma-Kremer	988.80	-	0.00	0.00	629.95
Michelle Turnis	1,615.38	-	0.00	0.00	1,003.75
TOTAL LIBRARY	\$ 3,949.62	\$ -	0.00	0.00	\$ 2,652.70

PAYROLL - AUGUST 15, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
MBC	July 29 - August 11, 2019				
Jacob Oswald	\$ 1,892.31	\$ -	0.00	0.00	\$ 1,422.50
Shannon Poe	1,576.92	-	0.00	0.00	1,076.28
TOTAL MBC	\$ 3,469.23	\$ -	0.00	0.00	\$ 2,498.78
POLICE	July 29 - August 11, 2019				
Peter Fleming	\$ 1,883.27	\$ -	0.00	0.00	\$ 1,345.23
Dawn Graver	2,056.80	-	0.00	0.00	1,476.09
Erik Honda	2,015.96	-	0.00	0.00	1,504.33
John Klein	434.80	-	0.00	0.00	364.80
Jordan Kcos	2,243.76	-	0.00	15.00	1,625.33
Joshua Lamey	173.52	-	0.00	0.00	148.77
Britt Smith	2,735.42	-	0.00	0.00	1,996.57
Madonna Staner	1,486.40	-	0.00	0.00	1,122.44
Brian Tate	2,168.27	-	0.00	0.00	1,599.95
Robert Urbain	246.51	-	0.00	0.00	199.08
TOTAL POLICE	\$ 15,444.71	\$ -	0.00	15.00	\$ 11,382.59
ROAD USE	July 27 - August 9, 2019				
Zeb Bowser	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,209.60
Eric Jungling	1,570.59	14.59	0.00	0.00	1,108.48
TOTAL ROAD USE	\$ 3,226.59	\$ 14.59	0.00	0.00	\$ 2,318.08
SANITATION	July 27 - August 9, 2019				
Michael Boyson	\$ 1,708.50	\$ 76.50	0.00	0.00	\$ 1,195.42
Nick Kahler	1,826.92	-	0.00	0.00	1,249.40
TOTAL SANITATION	\$ 3,535.42	\$ 76.50	0.00	0.00	\$ 2,444.82
SEWER	July 27 - August 9, 2019				
Tim Schultz	\$ 1,716.00	\$ -	0.00	4.50	\$ 1,199.57
Jim Tjaden	2,230.77	-	0.00	0.00	1,610.91
TOTAL SEWER	\$ 3,946.77	\$ -	0.00	4.50	\$ 2,810.48
SWIMMING POOL	July 26 - August 8, 2019				
Hannah Ahlrichs	\$ 208.00	\$ -	0.00	0.00	\$ 192.08
Harrison Ahlrichs	60.00	-	0.00	0.00	55.41
Sophia Ahlrichs	840.05	-	0.00	0.00	775.79
Sydney Ballou	220.33	-	0.00	0.00	203.48
Allyson Bartachek	157.85	-	0.00	0.00	144.60
Breanna Bauer	25.50	-	0.00	0.00	23.55
Rylee Bauer	341.68	-	0.00	0.00	315.55
McKenna Bell	365.46	-	0.00	0.00	309.57
Maci Boffeli	588.00	-	0.00	0.00	483.45
Mya Boffeli	649.81	-	0.00	0.00	530.12
Aubree Fairley	336.76	-	0.00	0.00	311.00
Sullivan Flynn	108.00	-	0.00	0.00	99.73
Corinne Gadiant	321.30	-	0.00	0.00	279.21
Leah Holub	414.10	-	0.00	0.00	363.79
Austin Kurt	78.00	-	0.00	0.00	72.03
Lilly Lambert-Lanczos	327.68	-	0.00	0.00	302.61

PAYROLL - AUGUST 15, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
SWIMMING POOL (cont.)					
Megan Mahoney	382.00	-	0.00	0.00	323.20
Evan Martensen	19.50	-	0.00	0.00	18.01
Macy McDonough	28.11	-	0.00	0.00	25.96
Kenna Meichert	214.00	-	0.00	0.00	189.85
Elizabeth Petersen	448.69	-	0.00	0.00	414.36
Dylan Ponder	54.00	-	0.00	0.00	49.87
Rylan Roher	24.00	-	0.00	0.00	22.16
Madeline Stadtmueller	166.05	-	0.00	0.00	153.34
Ian Temple	136.50	-	0.00	0.00	126.06
Robert Urbain	253.75	-	0.00	0.00	204.89
Maci Welter	401.80	-	0.00	0.00	355.65
Andrue Wright	293.15	-	0.00	0.00	270.72
TOTAL SWIMMING POOL	\$ 7,464.07	\$ -	0.00	0.00	\$ 6,616.04
WATER					
	July 27 - August 9, 2019				
Daniel Pike	\$ 1,656.00	\$ -	0.00	7.50	\$ 1,198.94
TOTAL WATER	\$ 1,656.00	\$ -	0.00	7.50	\$ 1,198.94
TOTAL - ALL DEPTS.	\$ 71,810.60	\$ 224.59	0.00	86.25	\$ 52,622.15

**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	22.81		
BLADE PEST CONTROL INC	PD PEST CONTROL	41.00		
BOSS OFFICE SUPPLIES & SYS INC	PD OFFICE SUPPLIES	14.99		
INFRASTRUCTURE TECHNOLOGY	PD TECH SUPPORT FEES	50.00		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	85.19		
MCALEER WATER CONDITIONING INC	PD SOFTENER SALT	13.70		
MICHAEL'S CLOTHING	PD UNIFORM REPAIR	26.00		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	1,403.38		
MONTICELLO EXPRESS INC	PD ATV DECALS	62.50		
NEXT GENERATION PLBG & HTG LLC	PD BLDG REPAIR/MAINT	81.88		
TCM BANK NA	PD MINOR EQUIPMENT	330.87		
UNIFORM DEN INC	PD SUPPLIES	100.92		
WELAND CLINICAL LAB P.C.	PD OPERATING	102.00		
		<u>2,335.24</u>		
	POLICE DEPARTMENT	2,335.24		
	STREET LIGHTS			
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	190.69		
		<u>190.69</u>		
	STREET LIGHTS	190.69		
	AQUATIC CENTER			
SYDNEY BALLOU	POOL PRIVATE LESSONS	75.00		
MYA BOFFELI	POOL PRIVATE LESSONS	75.00		
CARRICO AQUATIC RESOURCES INC	POOL CHEMICALS	736.96		
AUBREE FAIRLEY	POOL PRIVATE LESSONS	75.00		
FAREWAY STORES #840-1	POOL CONCESSIONS	100.62		
HYGIENIC LABORATORY	POOL LAB TEST	13.50		
JOHN DEERE FINANCIAL	POOL BUILDING SUPPLIES	2.99		
JONES CO ENVIRONMENTAL SERVICE	POOL ANNUAL INSPECTION	463.00		
LILLY LAMBERT-LANCZOS	POOL PRIVATE LESSONS	75.00		
LASLEY ELECTRIC LLC	POOL EQUIP REPAIR/MAINT	150.00		
MONTICELLO COMM SCHOOL DISTRICT	POOL FUEL	24.38		
MYERS-COX CO.	POOL CONCESSIONS	373.69		
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT	123.94		
ELIZABETH PETERSEN	POOL PRIVATE LESSONS	187.50		
TCM BANK NA	POOL POSTAGE	15.65		
		<u>2,492.23</u>		
	AQUATIC CENTER	2,492.23		
	CEMETERY			
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - MAY-JUL	300.00		
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	11.94		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
M TOWN TIRE & AUTO	CEMETERY EQUIP REPAIR/MAINT	206.04		
JOE MCDONELL	CEMETERY GROUNDS SUPPLIES	263.31		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	260.85		
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	250.91		
		<u>1,293.05</u>		
	CEMETERY			
	SOLDIER'S MEMORIAL BOARD			
MEDIACOM	SLDR MEM TELEPHONE	25.80		
MONTICELLO MEMORIAL BOARD	SLDR MEM OPERATING FEE	500.00		
		<u>525.80</u>		
	SOLDIER'S MEMORIAL BOARD			
	CLERK/CITY ADMIN			
JOHN MONK	JANITORIAL SERVICES	375.00		
		<u>375.00</u>		
	CLERK/CITY ADMIN			
	ATTORNEY			
LYNCH DALLAS, P.C.	ATTORNEY FEES	1,580.00		
TCM BANK NA	ATTORNEY HOTDOCS	550.00		
		<u>2,130.00</u>		
	ATTORNEY			
	CITY HALL/GENERAL BLDGS			
BLADE PEST CONTROL INC	CH PEST CONTROL	66.00		
DOUG HERMAN	CH TRAVEL	207.26		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	331.50		
JOHN DEERE FINANCIAL	CH NUISANCES - 103 W 1ST ST	18.97		
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	330.77		
MEDIACOM	CH TELEPHONE	163.39		
MONTICELLO EXPRESS INC	CH ADVERTISING	317.64		
TCM BANK NA	CH DUES - HERMAN	465.00		
NANCI TUEL	CH OFFICE SUPPLIES	9.90		
		<u>1,910.43</u>		
	CITY HALL/GENERAL BLDGS			
	GENERAL	<u>11,252.44</u>		
	MONTICELLO BERNDEN CENTER			
	PARKS			
ALLIANT ENERGY-IES	MBC ELECTRIC	2,044.76		
BAKER PAPER CO INC	MBC BUILDING SUPPLIES	97.36		
BEHRENDEN CRUSHED STONE	MBC GROUNDS SUPPLIES	720.47		
BLADE PEST CONTROL INC	MBC PEST CONTROL	66.00		
CENTRAL IOWA DISTRIBUTING INC	MBC BUILDING SUPPLIES	153.00		
CHANDA GASSMAN	MBC FLAG FOOTBALL REFUND	25.00		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
JOHN MONK	JANITORIAL SERVICES	343.75		
MONTICELLO COMM SCHOOL DISTRCT	MBC FUEL	113.17		
MONTICELLO EXPRESS INC	MBC ADVERTISING	52.00		
REBEKAH SCHNOOR	MBC FLAG FOOTBALL REFUND	25.00		
TCM BANK NA	MBC OFFICE SUPPLIES	9.99		
		=====		
	PARKS	3,650.50		
		=====		
	MONTICELLO BERNDES CENTER	3,650.50		
	FIRE			
	FIRE			
MONTICELLO COMM SCHOOL DISTRCT	FIRE FUEL	246.87		
MUNICIPAL EMERGENCY SERVICES	FIRE COATS (4) & PANTS (3)	8,221.00		
SANDRY FIRE SUPPLY	FIRE EQUIP REPAIR/MAINT	37.00		
		=====		
	FIRE	8,504.87		
		=====		
	FIRE	8,504.87		
	AMBULANCE			
	AMBULANCE			
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	229.96		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	22.82		
BLADE PEST CONTROL INC	AMB PEST CONTROL	41.00		
MCALEER WATER CONDITIONING INC	AMB SOFTENER SALT	13.70		
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL	910.03		
NEXT GENERATION PLBG & HTG LLC	AMB BLDG REPAIR/MAINT	81.87		
		=====		
	AMBULANCE	1,299.38		
		=====		
	AMBULANCE	1,299.38		
	LIBRARY IMPROVEMENT			
	LIBRARY			
KONICA MINOLTA BUSINESS	LIB IMP SUMMER READING PROGRAM	130.00		
TCM BANK NA	LIB IMP SUMMER READING	22.65		
		=====		
	LIBRARY	152.65		
		=====		
	LIBRARY IMPROVEMENT	152.65		
	LIBRARY			

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	LIBRARY			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50		
FAREWAY STORES #840-1	LIB BUILDING SUPPLIES	14.98		
KONICA MINOLTA BUSINESS	LIB OFFICE SUPPLIES	323.17		
MEDIACOM	LIB TELEPHONE	120.39		
MICRO MARKETING LLC	LIB BOOKS	354.01		
JOHN MONK	JANITORIAL SERVICES	375.00		
MONTICELLO EXPRESS INC	LIB OFFICE SUPPLIES	30.00		
OVERDRIVE	LIB PROCESSING	808.40		
STATE LIBRARY OF IOWA	LIB PROCESSING	61.00		
TCM BANK NA	LIB BOOKS	677.23		
		<u>2,769.68</u>		
	LIBRARY	2,769.68		
		<u>2,769.68</u>		
	LIBRARY	2,769.68		
	SUPER MAC FUND			
	SUPER MAC FUND			
TCM BANK NA	SUPER MAC CAMCORDER	154.07		
		<u>154.07</u>		
	SUPER MAC FUND	154.07		
		<u>154.07</u>		
	AIRPORT			
	AIRPORT			
KERP'S SERVICE CENTER, INC.	AIRPORT EQUIP REPAIR/MAINT	409.96		
MCALEER WATER CONDITIONING INC	AIRPORT SOFTENER SALT	35.00		
MONTICELLO AVIATION INC	AIRPORT EQUIP REPAIR/MAINT	939.52		
		<u>1,384.48</u>		
	AIRPORT	1,384.48		
		<u>1,384.48</u>		
	ROAD USE			
	STREETS			
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	73.34		
DIAMOND VOGEL PAINT CENTER 227	RU STREET MAINTENANCE SUPPLIES	173.80		
HOTSY CLEANING SYSTEMS	RU SUPPLIES	191.80		
INNOVATIVE AG SERVICES CO	RU STREET MAINTENANCE SUPPLIES	274.10		
JOHN DEERE FINANCIAL	RU SUPPLIES	134.80		
MONTICELLO COMM SCHOOL DISTRCT	RU FUEL	993.44		
MONTICELLO EXPRESS INC	RU SUPPLIES	62.50		
MARK SCHMITZ	RU SUPPLIES	80.10		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
CHRISTOPHER TAYLOR	RU STREET MAINTENANCE SUPPLIES	172.00		
	STREETS	2,155.88		
	SNOW REMOVAL			
JERRY MCELMEEL	RU SNOW REMOVAL	7,105.00		
	SNOW REMOVAL	7,105.00		
	ROAD USE	9,260.88		
	PARK IMPROVEMENT			
	CAPITAL PROJECTS			
STEVE MCCORMICK	SCOREBOARD INSTALLATION	1,490.00		
	CAPITAL PROJECTS	1,490.00		
	PARK IMPROVEMENT	1,490.00		
	TIF PROJECT			
	STREETS			
PFM FINANCIAL ADVISORS LLC SNYDER & ASSOCIATES, INC	TIF BOND PRO FEES	9,776.66		
	N SYCAMORE ST RECONSTRUCTION	11,979.65		
	STREETS	21,756.31		
	TIF PROJECT	21,756.31		
	CAPITAL IMPROVEMENT			
	STREETS			
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION	7,986.44		
	STREETS	7,986.44		
	AIRPORT			
HDR ENGINEERING INC	CAP IMP - AIRPORT MASTER PLAN	18,222.00		
	AIRPORT	18,222.00		
	CAPITAL PROJECTS			
PFM FINANCIAL ADVISORS LLC	CAP IMP BOND PRO FEES	6,517.78		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	CAPITAL PROJECTS	6,517.78		
	CAPITAL IMPROVEMENT	32,726.22		
	BATY DISC GOLF COURSE			
	PARKS			
M TOWN TIRE & AUTO	BATY DG EQUIP REPAIR/MAINT	108.00		
MONTICELLO COMM SCHOOL DISTRCT	BATY DG FUEL	98.95		
	PARKS	206.95		
	BATY DISC GOLF COURSE	206.95		
	TRUST/IOMA MARY BAKER			
	LIBRARY			
INFRASTRUCTURE TECHNOLOGY	LIB BAKER TECH SUPPORT FEES	50.00		
OVERDRIVE	LIB BAKER BOOKS	24.60		
	LIBRARY	74.60		
	TRUST/IOMA MARY BAKER	74.60		
	WATER			
	WATER			
HYGIENIC LABORATORY	WATER LAB TESTS	96.00		
J&R SUPPLY INC	WATER SYSTEM	9,119.80		
JOHN DEERE FINANCIAL	WATER SUPPLIES	12.99		
MONTICELLO COMM SCHOOL DISTRCT	WATER FUEL	276.88		
TCM BANK NA	WATER POSTAGE	41.28		
WHITE HAWK PLUMBING & HEATING	WATER SYSTEM	784.00		
	WATER	10,330.95		
	WATER	10,330.95		
	SEWER			
	SEWER			
ALLIANT ENERGY-IES	1105 E FIRST ST	3,961.68		
JIM BENTER PETROLEUM INC	SEWER GROUNDS SUPPLIES	356.00		
B.G. BRECKE INC	SEWER BLDG REPAIR/MAINT	1,009.06		
CERTIFIED LABORATORIES	SEWER LAB SUPPLIES	594.00		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	11.88		
HYGIENIC LABORATORY	SEWER LAB TESTS	1,307.00		
JOHN DEERE FINANCIAL	SEWER EQUIP REPAIR/MAINT	25.47		
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	217.42		
M TOWN TIRE & AUTO	SEWER EQUIP REPAIR/MAINT	27.00		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	276.88		
TCM BANK NA	SEWER POSTAGE	87.99		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	980.95		
WINDSTREAM IOWA-COMM. INC.	SEWER PHONE	65.39		
		<u>8,920.72</u>		
	SEWER	8,920.72		
		<u>8,920.72</u>		
	SANITATION			
	SANITATION			
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	82.93		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	10,445.66		
		<u>10,528.59</u>		
	SANITATION	10,528.59		
		<u>10,528.59</u>		
**** SCHED TOTAL ****		124,463.29		
**** REPORT TOTAL ****		<u>124,463.29</u>		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS FUND SUMMARY**

FUND	FUND NAME	TOTAL	CHECK#	DATE
001	GENERAL	11,252.44		
005	MONTICELLO BERNDES CENTER	3,650.50		
015	FIRE	8,504.87		
016	AMBULANCE	1,299.38		
030	LIBRARY IMPROVEMENT	152.65		
041	LIBRARY	2,769.68		
045	SUPER MAC FUND	154.07		
046	AIRPORT	1,384.48		
110	ROAD USE	9,260.88		
313	PARK IMPROVEMENT	1,490.00		
325	TIF PROJECT	21,756.31		
332	CAPITAL IMPROVEMENT	32,726.22		
338	BATY DISC GOLF COURSE	206.95		
503	TRUST/IOMA MARY BAKER	74.60		
600	WATER	10,330.95		
610	SEWER	8,920.72		
670	SANITATION	10,528.59		

City of Monticello - Monthly Summary - July 1st thru 31st, 2019

Reviewed by: *[Signature]* Date: 8/19/2019

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance	
GENERAL FUNDS:	General	423354.14	104738.53	3805.73		135754.01	28958.37	367186.02	610.00	-93530.35	460101.37	5.00	6454.05	367186.02	
	Soldiers Memorial Board	11514.81	175.00			90.00		11599.81						11599.81	
	Monticello Bernides Center	104680.28	3001.00	132.17		17508.25		90305.20	100.00	82688.48	7516.72	5145.76		90305.20	
	Dare	6912.94		9.01		26.00		6895.95		6895.95				6895.95	
	Insurance Fund	28841.84		48.93		121.87		28768.90		18548.93	10219.97			28768.90	
	Monticello Trees Forever	35093.26		43.21		787.50		34338.97		34338.97				34338.97	
	Fire	323021.23	100.00	533.15		17080.42		306573.96		12664.51	293909.45			306573.96	
	Ambulance Operating	50383.94	15667.49	95.28	18750.00	69083.96		15732.75		466.68	15266.07			15732.75	
	Hotel/Motel Tax Fund	20052.48		28.84		11578.28		8503.04		8503.04				8503.04	
	Earl F Lehmann Trust	237.89						237.89						237.89	
	Street Bond	1750.00						1750.00		1750.00				1750.00	
	Police Improvement	184.11	21.00	0.22				205.33		205.33				205.33	
	Library Improvement	43579.46	180.29	83.52		408.41		43433.86		14871.31	28562.55			43433.86	
	Library	10266.42	587.14	14.65	10208.37	10088.35		10988.23	75.00	10913.23				10988.23	
	Equipment Set-A-Side	79207.38		209.13				79416.51		79416.51				79416.51	
Super Mac	7584.99		10.90		1715.79		5880.10		5880.10				5880.10		
Airport	20247.19	2771.77	29.12		14093.50		8954.58		8954.58				8954.58		
Revolving Loan Fund	28281.04	10881.32	52.28				39214.64		13311.40	25903.24			39214.64		
SPECIAL REVENUE FUNDS:	Road Use Tax	536140.42	39185.12			66301.68		509023.86		7849.26	501174.60			509023.86	
	Employee Benefits	410588.57	1495.26	831.76		72759.20		340156.39		9702.26	330454.13			340156.39	
	TIF Tax Collectors	270765.24	7469.09	2381.19		50703.16		229912.36		229912.36				229912.36	
	Slavka Gehret Trust	203648.32		225.14		44.34		203829.12		341.88	103487.24		100000.00	203829.12	
	Police Forfeiture Acct	842.53		0.78				843.31		843.31				843.31	
DEBT SERVICE FUNDS:	Debt Service	86142.46	1720.34	423.68				88286.48		88286.48				88286.48	
	TIF - Debt Payments	0.00						0.00						0.00	
PERMANENT FUNDS:	Park Improvements	25317.53	11562.00	28.21		1131.70		35776.04		35776.04				35776.04	
	Library Capital Improvements	4712.99		6.77				4719.76		4719.76				4719.76	
	Ambulance Improvements	71492.28		150.65				71642.93		6119.08	65523.85			71642.93	
	TIF Projects	1259528.76				180588.24		1078959.52		578959.52	500000.00			1078959.52	
	Cemetery Improvements	48806.17		345.19				49151.36		8792.26	40359.10			49151.36	
	Capital Improvements	885758.28	93339.04	1640.52		120379.50		860358.34		358243.25	502115.09			860358.34	
	Youth Baseball & Softball	0.00						0.00						0.00	
	Low Income Housing	14826.63		32.17				14858.80		14858.80				14858.80	
	MDC Funds	-4193.68	4193.68					0.00						0.00	
	Baty Disc Golf Course	13869.37		18.88		69.81		13818.44		13644.43	174.01			13818.44	
	Mary Maxine Redmond Trust	8415.15		17.93		74.70		8368.38		354.07	8004.31			8368.38	
	Pocket Park	13783.62		19.70				13803.32		13803.32				13803.32	
	PERMANENT FUNDS:	Cemetery Perpetual Care	164377.30	250.00					164627.30		82140.50	82486.80		50000.00	164627.30
		Charles S Blowers Book Trust	83668.88		73.16				83742.04		450.00	33292.04			83742.04
		Iona Mary Baker Trust	40493.85		88.38		250.72		40331.51		508.14	39823.37			40331.51
ENTERPRISE FUNDS:	Water Operating	55.71	38089.89	14.43		20756.25		17403.78		9354.47	8048.31			17403.78	
	Customer Deposits	91275.70	300.00			760.00		90815.70		9243.14	81572.56			90815.70	
	Water Capital Improvements	1588.74	523.82	98.90				2211.46		546.23	1665.23			2211.46	
	Sewer Operating	22920.04	51401.66	219.09		31233.55		43307.24		2115.85	41191.39			43307.24	
	Sewer Capital Improvements	99048.39	523.82	276.42		3763.50		96085.13		23253.21	72831.92			96085.13	
	Sanitation	3504.54	43676.53	4.32		46082.15		1103.24		1103.24				1103.24	
	Sanitation Capital Improvements	63454.54		95.59		28298.02		35252.11		22932.71	12319.40			35252.11	
AGENCY FUNDS	Storm Water Fund	0.00	2485.60			158.20		2327.40		2327.40				2327.40	
	Self Funded Insurance	0.00	121.87			121.87		0.00						0.00	
	Flex Spending	288.95	311.54			284.00		334.49		334.49				334.49	
INTERNAL REVENUE FUND	Enterprise Flex Spending	416.57	92.30			396.00		112.87		112.87				112.87	
	TOTAL OF ALL FUNDS	5616719.25	434785.10	12089.00	28958.37	902434.93	28958.37	5161138.42	785.00	1320032.85	3678477.87	5388.65	156454.05	5161138.42	

City of Monticello
Cash On Hand By Bank
For July 31st, 2019

W. J. ... 8/9/2019

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$237.89	0.050	N/A		Earl F Lehmann Trust
Total by Bank	\$237.89				
Dutrac Credit Union					
Savings #227064-2	\$5.00		N/A		
CD #227064-2	\$150,000.00		4/15/2020		
Total by Bank	\$150,005.00				
Regions Banks					
Checking # 0002959379	\$5,145.76		N/A		Soldiers Memorial
CD #89100344	\$6,454.05	0.05	8/18/2019	212 days	Soldiers Memorial
Total by Bank	\$11,599.81				
Fidelity Bank & Trust					
	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$1,330,305.08		N/A		General Checking
Property Tax & Water #40001992	\$3,678,477.87		N/A		General Savings
Total by Bank	\$5,008,782.95				
Total Cash on Hand- All Banks	\$5,170,625.65				
Plus Petty Cash	\$785.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Acjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$71.59				
Less Outstanding Checks	\$10,343.82				
Treasurer's Balance	\$5,161,138.42				

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

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

Sally Hinrichsen

*Doug
This transfer
will need to be
approved by
Council Sally*

From: Chamber Director <chamber@macc-ia.us>
Sent: Tuesday, August 13, 2019 10:14 AM
To: Sally Hinrichsen; Family Insurance Center- Mark & Jennifer Ballou
Cc: joswald
Subject: MACC Liquor License transfer and insurance location addition for Sept. 1 event

Importance: High

Sally and Mark:

Just a note to all that I'm starting the MACC liquor license transfer process today for the City of Monticello Park & Rec's Sept. 1, 2019 "Chicago Slow Pitch Tournament" and am using the following address on the application:

JC Kleinow Fields
100 Diamond Dr
Monticello, IA 52310

Mark, as I discussed with Colton by email on June 20, we'll need to get that location/address added to our insurance so the liquor policy and ABD Dram match – thanks!

Best,

Jan

Jan M. Hoag, IOM, Director

"Live out of your imagination, not your history." – Stephen Covey

Monticello Area Chamber of Commerce, Inc.

204 East 1st Street

Monticello, IA 52310

Ph: 319.465.5626

Office Hours: 9:00 a.m. to 5:00 p.m. Mon.-Thurs.

Office closed on Fridays



Follow us on Facebook

"The mission of the MACC is to provide the leadership to promote Monticello and the surrounding area Chamber Members. The Chamber will serve as a catalyst for the development of business and industry in the area and shall gather and disseminate information to its members and other interested parties in order to support a growing and progressive community."

Woo – Belief – Positivity – Achiever – Communication

City Council Meeting
Prep. Date: 08/15/19
Preparer: Doug Herman



Agenda Item: []
Agenda Date: 08/19/2019

Communication Page

Agenda Items Description: Resolution to approve standard Residential Tax Abatement related to property located at 507 Locust Court

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

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

Synopsis: Abatement Application filed by Kenneth and Mary Lyons, owner of home located at 507 Locust Court, Monticello, Iowa.

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

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

The City of Monticello, Iowa

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

RESOLUTION #

Approving Kenneth & Mary Lyons Tax Abatement Application related to Residential Improvements constructed at 507 Locust Court, Monticello, Iowa.

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

WHEREAS, Kenneth Lyons has completed and filed an Application for Tax Abatement related to a home recently constructed at this location, a Residentially zoned property, located at 507 Locust Court, Monticello, Iowa, and

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Kenneth & Mary Lyons as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of August 2, 2019 and being signed Kenneth Lyons and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 19th day of August, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 8/2/2019

Prior Approval for
Intended Improvements

Approval of Improvements
Completed

Address of Property: 507 Locust Ct. Monticello Ia

Legal Description: _____

Title Holder or Contract Buyer Kenneth + Mary Lyons

Address of Owner (if different than above): Same

Phone Number (to be reached during the day): 319-465-1984

Existing Property Use: Residential Commercial Industrial Vacant

Proposed Property Use: Residential Commercial Industrial

Nature of Improvements: New Construction Addition General Improvements

Specify Built new home

Estimated or Actual Date of Completion: _____

Estimated or Actual Cost of Improvements: _____

Tax Exemption Schedule is attached.

Signed: Ken Lyons

City Council Meeting
Prep. Date: 08/15/19
Preparer: Doug Herman



Agenda Item: # **2**
Agenda Date: 08/19/19

Communication Page

Agenda Items Description: Resolution to approve and adopt City Street Financial Report for fiscal year 2018 / 2019.

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

Attachments & Enclosures:

Proposed Resolution
City Street Financial Report

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Annual Report required to be filed with the IDOT.

Background Information: City Street report summarizes fiscal year expenditures on City Streets. Same is required by State Law.

Staff Recommendation: City Administrator recommends passage of Resolution approving and adopting the Annual City Street Financial Report for fiscal year 2017/2018.

The City of Monticello, Iowa

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

RESOLUTION #

Approving and Adopting the Annual City Street Financial Report for fiscal year 2018/2019

WHEREAS, The City of Monticello is required by the Code of Iowa, Chapter 312, Section 14 to submit a Street Finance Report each year, and

WHEREAS, The Street Finance Report must be filed by September 30 of each year, same outlining a summary of City expenditures related to Roads / Road Use.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve and adopt the Annual City Street Financial Report for fiscal year 2018/2019, and authorizes the Mayor and Clerk to execute same and return same to the IDOT.

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 19th day of August, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Street Financial Report

City Name
MONTICELLO

8/15/2019 10:50 AM
Fiscal Year
2019
2 of 8

Summary Statement Sheet

Column 1 Column 2 Column 3 Column 4
 Road use Other Street Street Debt Totals
 Tax Fund Monies

Round Figures to Nearest Dollars

Column 1 Column 2 Column 3 Column 4
 Road use Other Street Street Debt Totals
 Tax Fund Monies

Round Figures to Nearest Dollars

A. BEGINNING BALANCE				
	Column 1	Column 2	Column 3	Column 4
	Road use	Other Street	Street Debt	Totals
	Tax Fund	Monies		
1 July 1 Balance	\$648,250	-\$191,270	\$0	\$456,980
2 Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3 Adjusted Balance	\$648,250	-\$191,270	\$0	\$456,980
B. REVENUES				
1 Road Use Tax	\$490,389			\$490,389
2 Property Taxes		\$267,753	\$676,675	\$944,428
2 Special Assessments		\$7,043	\$0	\$7,043
4 Miscellaneous		\$370,525	\$0	\$370,525
5 Proceeds from Bonds, Notes, and Loans		\$2,500,000	\$0	\$2,500,000
6 Interest Earned		\$14,395	\$0	\$14,395
7. Total Revenues (Lines B1 thru B6)	\$490,389	\$3,159,728	\$676,675	\$4,326,790
C. Total Funds Available (Line A3 + Line B7)	\$1,138,639	\$2,968,458	\$676,675	\$4,783,770

EXPENSES				
	Column 1	Column 2	Column 3	Column 4
	Road use	Other Street	Street Debt	Totals
	Tax Fund	Monies		
D. Maintenance				
1 RoadWay Maintenance	\$258,113	\$223,871	\$0	\$481,984
2 Snow and Ice Removal	\$44,992	\$0	\$0	\$44,992
E. Construction, Reconstruction and Improvements				
1 Engineering	\$229,345	\$39,873	\$0	\$269,218
2 Right of Way Purchased	\$0	\$0	\$0	\$0
3 Street/Bridge Construction	\$0	\$573,061	\$0	\$573,061
4 Traffic Services	\$0	\$0	\$0	\$0
F Administration	\$10,035	\$0	\$0	\$10,035
G Equipment	\$60,014	\$0	\$0	\$60,014
H. Miscellaneous		\$19	\$1,422	\$1,440
J. Street Debt				
1 Bonds, Notes and Loans - Principal Paid	\$0	\$10,228	\$644,472	\$654,700
2 Bonds, Notes and Loans - Interest Paid	\$0	\$949	\$30,781	\$31,730
TOTALS				
K. Total Expenses (Lines D thru J)	\$602,499	\$348,000	\$676,675	\$2,127,174
L. Ending Balance (Line C-K)	\$536,140	\$2,120,458	\$0	\$2,656,598
M. Total Funds Accounted For (K + L = C)	\$1,138,639	\$2,968,458	\$676,675	\$4,783,770

City Street Financial Report

8/15/2019 10:50 AM
Fiscal Year
2019
3 of 8

City Name
MONTICELLO

Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
121---State Reimbursement	\$9,284.00	\$0.00
173---Reimbursement For Damages	\$6,916.00	\$0.00
170---Reimbursements (misc.)	\$21,575.00	\$0.00
190---Other Miscellaneous	\$82,332.00	\$0.00
112---Utility Revenue	\$33,586.00	\$0.00
125---City Highway Bridge Program	\$191,379.00	\$0.00
124---Iowa DOT	\$25,463.00	\$0.00
Line B4 Totals	\$370,535.00	\$0.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
240---Administrative Costs (Printing, Legal Fees, etc.)	\$18.00	\$1,422.00
Line H Totals	\$18.00	\$1,422.00

City Street Financial Report

8/15/2019 10:50 AM
Fiscal Year
2019
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City Name
MONTICELLO

Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	112	06/28/2012	\$720,000	49	2019	\$100,000	\$100,000	\$2,000	\$49,000	\$980	\$0
<input type="checkbox"/>	General Obligation	Street Improvements	113	10/21/2014	\$1,595,000	40	2024	\$1,160,000	\$120,000	\$27,075	\$48,000	\$10,830	\$1,040,000
<input type="checkbox"/>	General Obligation	Street Improvements	114	04/18/2016	\$2,640,000	82	2026	\$1,630,000	\$555,000	\$21,353	\$455,100	\$17,509	\$1,075,000
<input checked="" type="checkbox"/>	General Obligation	Street Improvements	115	05/15/2019	\$2,500,000	100	2029	\$2,500,000	\$0	\$0	\$0	\$0	\$2,500,000
<input type="checkbox"/>	General Obligation	Paving & Construction	501	07/06/2011	\$1,145,000	57	2019	\$180,000	\$180,000	\$4,230	\$102,600	\$2,411	\$0
New Bond Totals					\$2,500,000	\$2,500,000	Totals	\$5,570,000	\$955,000	\$54,658	\$654,700	\$31,730	\$4,615,000

City Street Financial Report

8/15/2019 10:50 AM
Fiscal Year
2019
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City Name
MONTICELLO

Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Check here if there are no entities for this year

Project Final Costs Sheet (Section A)

1 Project Number	2 Estimated Cost	3 Project Type	4 Public Letting?	5 Location/Project Description (limits, length, size of structure)
116.0093.08A	\$674,550	BRID	Yes	East 1st Street Bridge Replacement

Project Final Costs Sheet (Section B)

1 Project Number	6 Contractor Name	7 Contract Price	8 Additions/Deductions	9 Labor	10 Equipment	11 Materials	12 Overhead	13 Total
116.0093.08A	Taylor Construction Inc	\$504,845	\$46,288	\$0	\$0	\$0	\$0	\$551,133

City Street Financial Report

8/15/2019 10:50 AM
Fiscal Year
2019
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City Name
MONTICELLO

Road/Street Equipment Inventory Sheet

1 Local Class I.D. #	2 Model Year	3 Description	4 Purchase Cost	5 Lease Cost	/Unit	6 Rental Cost	/Unit	7 Used On Project this FY?	8 Status
	2011	International 7300 Dump Truck	\$71,000	\$0		\$0		No	NOCH
	2009	Schwartz Patch Machine Distributor	\$48,550	\$0		\$0		No	NOCH
	2009	New Holiand Backhoe B95B	\$53,068	\$0		\$0		No	TRAD
	2006	Tymco Street Sweeper	\$123,392	\$0		\$0		No	NOCH
	2001	Ford F550 Lift truck	\$40,000	\$0		\$0		No	NOCH
	1997	Ford Dump Truck	\$46,061	\$0		\$0		No	NOCH
	2003	International 7300 SFA Dump Truck	\$62,870	\$0		\$0		No	NOCH
	1996	Bomag BMRO-30 Street Roller	\$20,000	\$0		\$0		No	NOCH
	2001	GMC Dump Truck	\$60,799	\$0		\$0		No	NOCH
	2013	International Dump Truck	\$122,495	\$0		\$0		No	NOCH
	2013	New Holland L220 Skid Loader	\$30,300	\$0		\$0		No	NOCH
	2015	New Holland Backhoe B95C	\$85,000	\$0		\$0		No	NEW
	2014	New Holland T6.165 Tractor	\$0	\$0		\$32/	Hour	No	NEW
	2011	New Holland T6070 Tractor	\$0	\$0		\$32/	Hour	No	NA
	2011	John Deere tractor	\$0	\$0		\$200/	Day	No	NA



Form 517007 {5-2019}
Office of Local Systems
Ames, IA 50010

City Name
MONTICELLO

City Street Financial Report

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Explanation Sheet

Comments

See attached \$2,500,000 GO Bond, Series 2019 Breakdown. We bonded for \$2,500,000 and received a Premium of \$87,900.55 less the Underwriters Discount of \$10,000. We actually deposited \$2,552,900.55 into our Capital Project fund to cover project costs and costs of issuance. The bond page only shows \$2,500,000, so I placed the other \$77,900.55 on the Misc page under 190 - Other Miscellaneous.

Also under 190 - Other Miscellaneous is Celgo Drive repairs \$383 and Alliant Energy rebate \$4048

Misc page - 170 - Reimbursement (Misc) is reimbursement for Bob Faust Willow Ridge improvements.

Misc page - 173 - Reimbursement for Damage is for St Light hit by Holly Trevino



Form 517007 {5-2019}
Office of Local Systems
Ames, IA 50010

City Name
MONTICELLO

City Street Financial Report

8/15/2019 10:50 AM
Fiscal Year
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Monthly Payment Sheet

Month	Road Use tax Payments
July	\$36,201.63
August	\$57,396.32
September	\$55,072.89
October	\$34,025.28
November	\$42,559.33
December	\$43,088.35
January	\$41,417.02
February	\$41,044.19
March	\$33,430.65
April	\$20,659.50
May	\$45,763.53
June	\$39,730.32
Totals	\$490,389.01

City Council Meeting
 Prep. Date: 08/16/19
 Preparer: Doug Herman



Agenda Item: # **3**
 Agenda Date: 08/19/19

Communication Page

Agenda Items Description: Resolution to approve mowing bid related to Baty Disc Golf Course and Northridge Retention Structure.

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

Attachments & Enclosures:

Resolution
Bids

Fiscal Impact:

Budget Line Item:	
Budget Summary:	Park and Rec//Berndes
Expenditure:	
Revenue:	

Synopsis: Based upon prior Council direction, City Administrator pursued bids related to the mowing of the Baty DGC and Northridge Retention Structure.

Background Information: The City has been mowing the Baty DGC (a couple years) and Northridge Retention (this year). Pretty much all other City mowing is covered by a contract with Monk Construction. The City discussed the purchase of a lawn mower to take on this mowing permanently and to potentially add other mowing. That discussion led to the desire to get bids related to this mowing to be in a position to compare costs of contracting versus costs of performing the work with City equipment and staff.

Bids were requested to mow these properties, not to include any weed whipping or spraying with the bids to provide a "per occurrence" rate and to provide proof of insurance. Three bids were received as follows:

	<u>Baty DGC</u>	<u>Northridge Retention</u>	<u>Ins.</u>
1. Steve Monk Const. & Lawn Care:	\$176.00	\$45.00	x
2. Travis Kelchen	\$50.00/ hour	\$50.00/hour	
3. Dave Klaren	\$500.00	\$150.00	x

It is estimated that the Baty DGC takes 5-6 hours with the Northridge Retention Structure taking 1-1.5 hours. Travis Kelchen's bid did not provide proof of insurance as required and included an hourly rate as opposed to a per occurrence rate. If we apply his hourly rate to the estimated time it will take to mow the two locations his bid on the Baty DGC would be between \$250 and \$300 per occurrence and his bid on the Northridge Retention Structure

would be between \$50 and \$75. Based upon those calculations his bid, with appropriate proof of insurance, would be the middle bid, not the low bid.

Recommendation: I recommend that the Council approve hiring of Steve Monk Construction and Lawn Care to perform the mowing at the Baty DGC and the Northridge Retention Structure consistent with their bid and that the City Admin. be directed to work with Monk Const. on an updated contract with regard to all City mowing and expectations related thereto.

The City of Monticello, Iowa

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

RESOLUTION #19-87

Resolution to approve mowing bids related to Baty Disc Golf Course and Northridge Retention Structure

Whereas, The Monticello City Council directed staff to seek private contractor bids related to the Baty Disc Golf Course and Northridge Retention Structure mowing, and

Whereas, three bids were received after publication of notice, those bids being opened on Thursday August 15th at approximately 9:05 a.m. by City Administrator Doug Herman and Park & Recreation Director Jacob Oswald, and being as follows:

	<u>Baty DGC</u>	<u>Northridge Retention</u>	<u>Ins.</u>
1. Steve Monk Const. & Lawn Care:	\$176.00	\$45.00	x
2. Travis Kelchen	\$50.00/ hour	\$50.00/hour	
3. Dave Klaren	\$500.00	\$150.00	x

-and-

Whereas, The Council finds that the low bidder is Steve Monk Construction and Lawn Care as noted above and further finds that he submitted appropriate proof of insurance as required by the bid specifications, and

Whereas, The Council finds that contracting with Steve Monk Construction & Lawn Care at the price bid is in the best interests of the City and makes financial sense, and, therefore, directs the City Administrator to contract with Steve Monk Construction & Lawn Care and to further sit down with them to update the current contract between the City and Steve Monk Construction & Lawn Care to more accurately describe what is expected of them with regard to mowing, weed whipping, spraying, and/or otherwise caring for the properties described in the existing contract, with the understanding that the agreement, when modified, will be brought to the City Council for final review and approval.

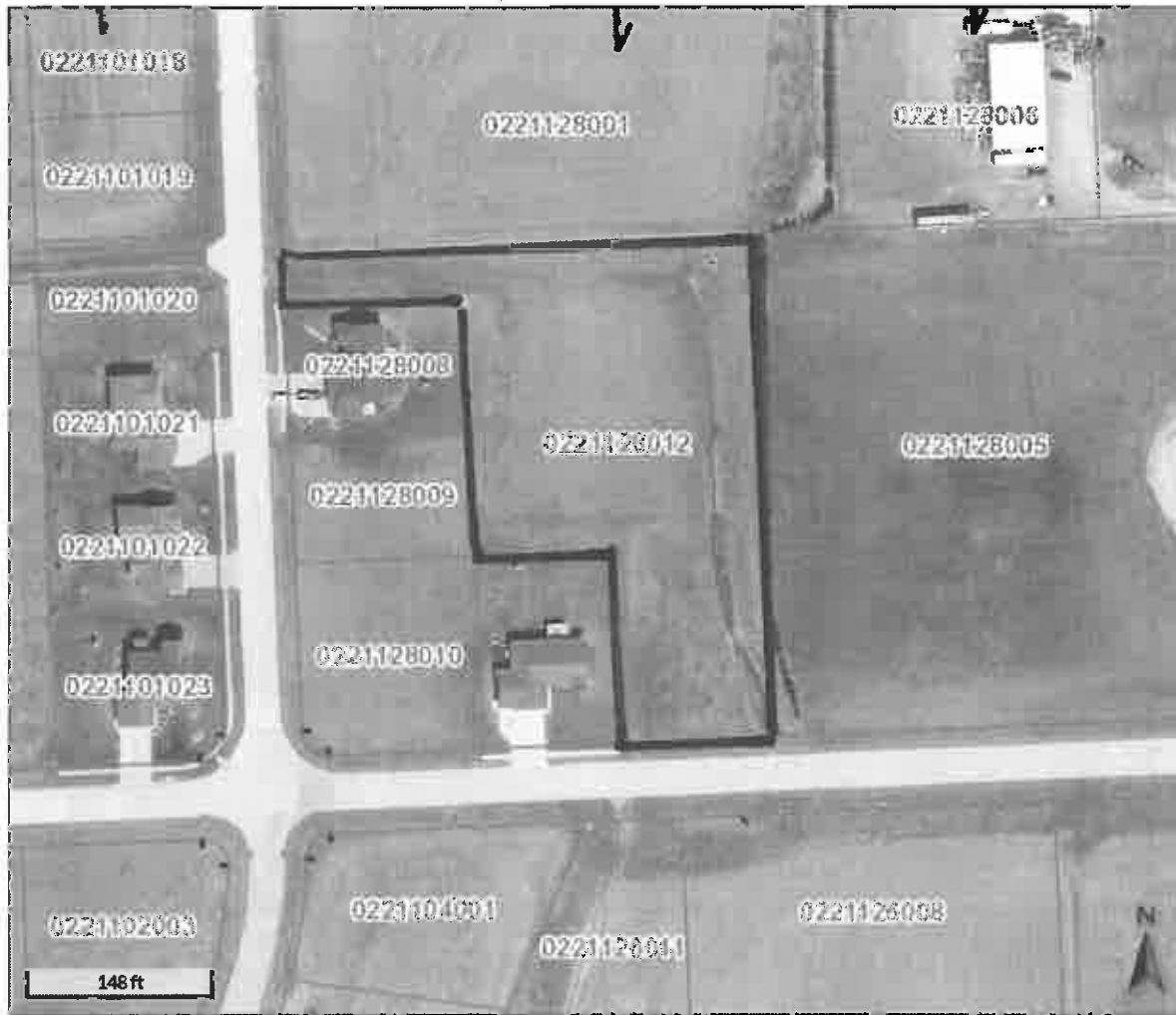
NOW THEREFORE BE IT RESOLVED that the City Council of the City of Monticello does hereby approve of the hiring of Steve Monk Construction & Lawn Care to mow the Baty DGC and the Northridge Retention Structure and further directs the City Administrator to work with Monk to re-draft the existing contract between Monk Const. and the City to more accurately reflect what it is they are mowing and what is expected of Monk Const. under the contract.

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 17th Day of June, 2019.

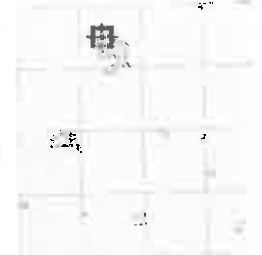
Attest:

Brian Wolken, Mayor

Sally Hinrichsen, Monticello City Clerk



Overview



Legend

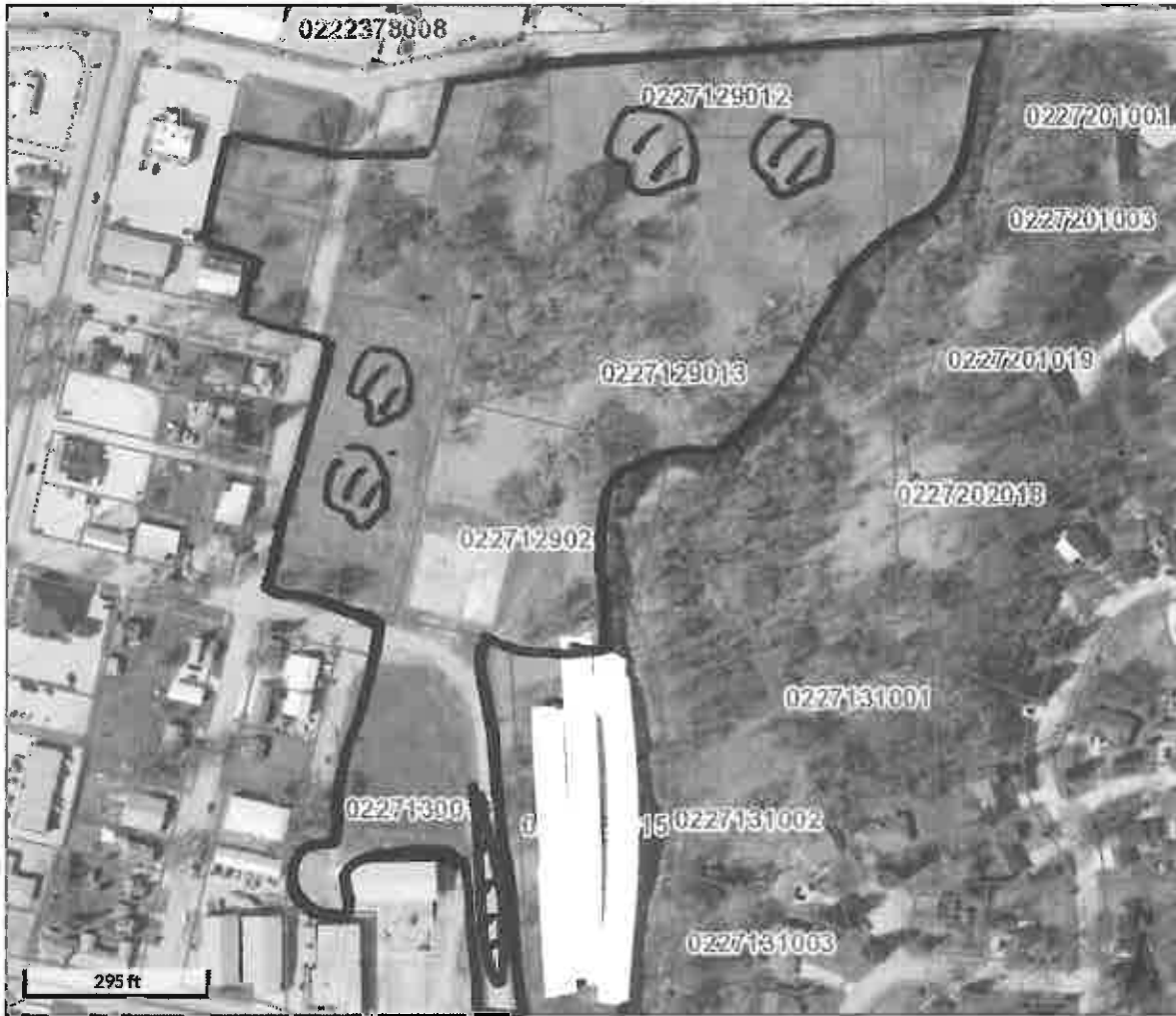
-  Parcels
-  Cartography
-  Major Roads

Parcel ID	0221128012	Alternate ID	217900	Owner Address	CITY OF MONTICELLO
Sec/Twp/Rng	n/a	Class	EX		200 E 1ST ST
Property Address		Acreage	n/a		MONTICELLO IA 52310
District	MONCO				
Brief Tax Description	NORTHRIDGE ESTATES 1ST ADD OUTLOT B (Note: Not to be used on legal documents)				

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

Date created: 7/26/2019
Last Data Uploaded: 7/19/2019 5:41:11 PM



Developed by  **Schneider**
GEOSPATIAL



Overview



Legend


-  Parcels
-  Cartography
-  Major Roads


Parcel ID	0221120012	Alternate ID	217900	Owner Address	CITY OF MONTICELLO
Sec/Twp/Rrg	n/a	Class	EX		200 E 1ST ST
Property Address		Acreage	n/a		MONTICELLO IA 52310
District	MONCO				
Brief Tax Description	NORTHRIDGE ESTATES 1ST ADD OUTLOT B (Note: Not to be used on legal documents)				

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Date created: 7/26/2019
Last Data Uploaded: 7/19/2019 5:41:11 PM

Developed by  Schneider GEOSPATIAL

 = Prairie (Approx.)
- not mowed

 = Some mowing near Oak St.

REQUEST FOR BIDS RELATED TO CITY MOWING

BIDS DUE: Thursday, August 15, 2019, 9:00AM
Monticello City Hall
200 East First Street
Monticello, Iowa 52310

BID OPENING: Thursday, August 15, 2019, 9:05AM
Monticello City Hall
200 East First Street
Monticello, Iowa 52310

OWNER: City of Monticello

Please submit this page as your bid to the City of Monticello at City Hall, 200 East First Street, Monticello, Iowa 52310 by placing your bid in a sealed envelope with the words "City Mowing Bid" on the front of said envelope. If you have questions in regard to the bidding process or requirements, please contact Park and Rec. Director Jacob Oswald at 319.465.6640 or City Administrator Doug Herman at 319.465-3577.

Price per occurrence if only contracted with for one of two options:

Option 1:
Baty Disc Golf Course: \$ 176.00/100 per occurrence

Option 2:
Northridge Retention Structure: \$ 45 per occurrence

Price per occurrence, if are contracted with for both options: (If any discount)

Option 1:
Baty Disc Golf Course: \$ _____ per occurrence

Option 2:
Northridge Retention Structure: \$ _____ per occurrence

Steve O. Monk 8/15/19
Signature Authorizing Bid Date
Steve Monk Const. & Lawn care

If bid is approved this section will be completed and returned to the bidder.

The above and foregoing bid is hereby accepted, same having been approved by the Monticello City Council by Resolution 19-___ on the ___ day of _____, 2019.

City Clerk's Signature (Attest)

Mayor's Signature

REQUEST FOR BIDS RELATED TO CITY MOWING

BIDS DUE: Thursday, August 15, 2019, 9:00AM
Monticello City Hall
200 East First Street
Monticello, Iowa 52310

BID OPENING: Thursday, August 15, 2019, 9:05AM
Monticello City Hall
200 East First Street
Monticello, Iowa 52310

OWNER: City of Monticello

Please submit this page as your bid to the City of Monticello at City Hall, 200 East First Street, Monticello, Iowa 52310 by placing your bid in a sealed envelope with the words "City Mowing Bid" on the front of said envelope. If you have questions in regard to the bidding process or requirements, please contact Park and Rec. Director Jacob Oswald at 319.465.6640 or City Administrator Doug Herman at 319.465-3577.

Price per occurrence if only contracted with for one of two options:

Option 1:
Baty Disc Golf Course: \$ 50 per hour per occurrence *Aug 5-6 hr = \$250-\$300*

Option 2:
Northridge Retention Structure: \$ 50 per hour per occurrence *Aug. 1-1.5 hr = \$100-\$150*

Price per occurrence, if are contracted with for both options: (If any discount)

Option 1:
Baty Disc Golf Course: \$ _____ per occurrence

Option 2:
Northridge Retention Structure: \$ _____ per occurrence

Janis K
Signature Authorizing Bid

8-12-19
Date

If bid is approved this section will be completed and returned to the bidder.

The above and foregoing bid is hereby accepted, same having been approved by the Monticello City Council by Resolution 19-____ on the ____ day of _____, 2019.

City Clerk's Signature (Attest)

Mayor's Signature

REQUEST FOR BIDS RELATED TO CITY MOWING

BIDS DUE: Thursday, August 15, 2019, 9:00AM
Monticello City Hall
200 East First Street
Monticello, Iowa 52310

BID OPENING: Thursday, August 15, 2019, 9:05AM
Monticello City Hall
200 East First Street
Monticello, Iowa 52310

OWNER: City of Monticello

Please submit this page as your bid to the City of Monticello at City Hall, 200 East First Street, Monticello, Iowa 52310 by placing your bid in a sealed envelope with the words "City Mowing Bid" on the front of said envelope. If you have questions in regard to the bidding process or requirements, please contact Park and Rec. Director Jacob Oswald at 319.465.6640 or City Administrator Doug Herman at 319.465-3577.

Price per occurrence if only contracted with for one of two options:

Option 1:
Baty Disc Golf Course: \$ 500.00 per occurrence

Option 2:
Northridge Retention Structure: \$ 150.00 per occurrence

Price per occurrence, if are contracted with for both options: (If any discount)

Option 1:
Baty Disc Golf Course: \$ 475.00 per occurrence

Option 2:
Northridge Retention Structure: \$ 125.00 per occurrence

Signature Authorizing Bid Dave Ploum Date 8-13-19

If bid is approved this section will be completed and returned to the bidder.

The above and foregoing bid is hereby accepted, same having been approved by the Monticello City Council by Resolution 19-____ on the ____ day of _____, 2019.

City Clerk's Signature (Attest)

Mayor's Signature

City Council Meeting
Prep. Date: 06/02/16
Preparer: Doug Herman



Agenda Item: # 4
Agenda Date: 06/06/16

Communication Page

Agenda Items Description: Resolution to approve payment of retainage to Eastern Iowa Excavating and Concrete related to Downtown Parking Lot project.

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

Attachments & Enclosures:

Resolution
Snyder Letter dated 6/2/2016 (Re: Retainage)

Fiscal Impact:

Budget Line Item:	
Budget Summary:	Pocket Park
Expenditure:	\$6,999.86
Revenue:	

Synopsis: Approval of release of retainage to Eastern Iowa Excavating & Concrete related to downtown Parking Lot / Pocket Park Project.

Background Information: The City has been holding retainage on downtown Parking Lot project due to the fact that American Fence had not provided a lien waiver to the City. They withheld the issuance of a lien waiver as Eastern Iowa reduced their contract payment by \$5,000 based upon the City's assessment of \$5,000 in liquidated damages due to project delays, all of which were caused by American Fence. Enough time has passed that we can now make final payment without concern over the lien waiver.

Retainage being held totals \$6,999.86.

Portions of the American Fence failed due to poor design and they have agreed to replace those sections at no cost. Another section was hit by a semi and we have recovered insurance proceeds to repair/replace that section. American Fence will be doing that repair work as well and will be paid for their efforts from the insurance proceeds.

Recommendation: I recommend that the Council approve the proposed Resolution approving Payment of the Retainage in the amount of \$6,999.86.

The City of Monticello, Iowa

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

RESOLUTION #19-__

Approving payment of retainage to Eastern Iowa Excavating & Concrete related to the Downtown Parking Lot Project in the amount of \$6,999.86.

- WHEREAS,** The City of Monticello, Iowa is an incorporated City within Jones County, Iowa; and
- WHEREAS,** Eastern Iowa Excavating & Concrete, Inc. contracted with the City to perform specified improvements associated with a new downtown parking lot, alleyway improvements, and ramp improvements to access the Pocket Park, and
- WHEREAS,** Eastern Iowa has been paid for their work with the exception of the retainage that has been held by the City since approval and payment of the 3rd pay request, said retainage in the amount of \$6,999.86, and
- WHEREAS,** The retainage had been held pending the receipt of a lien waiver from the fencing contractor that was never delivered based upon a dispute between Eastern Iowa and the fence contractor, but with the passage of time a lien waiver is no longer required and payment of the retainage is appropriate, and
- WHEREAS,** The Council finds that the retainage should be paid at this time.

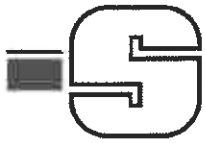
NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve payment of retainage to Eastern Iowa Excavating & Concrete, Inc. in the amount of \$6,999.86 related to the Downtown Parking Lot project.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 19th day of August, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk



June 2, 2016

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

Subject: Pay Request #3, Change Order #'s 2 & 3
2015 Monticello Downtown Parking Lot
Snyder & Associates Project # - 116.0022.08
Contractor: Eastern Iowa Excavating & Concrete, LLC

Dear Mr. Herman:


Enclosed for review and approval is Pay Request #3 (Final), Change Order #2 and Change Order #3 (Reconciliation of Final Quantities) from Eastern Iowa Excavating & Concrete, LLC for the Downtown Parking Lot project. The attached Change Order #2 contains detailed information on what is included. The purpose of Change Order #3 is to reconcile the final project quantities with what the preconstruction estimated quantities were.

Based on our observations of the project it is complete with the exception of final paint touchups on the railing. We will review this with Eastern Iowa Excavating and Concrete, LLC prior to recommending release of retainage for the project.

We recommend approval of the attached documents which includes a payment in the amount of **\$30,403.24** along with acceptance of the **2015 Monticello Downtown Parking Lot** project subject to receipt of lien wavers for all subcontractors from the Contractor. The remaining project costs of \$6,999.86 (retainage) should be paid to the Contractor not less than 30 days after acceptance of the project and receiving lien wavers from Eastern Iowa Excavating and Concrete, LLC.

If you have any questions or comments regarding this project, please feel free to contact me. I will be in attendance at the next Council Meeting on Monday, June 6th if you prefer to go over any questions or concerns you may have at that time.

Yours truly,
SNYDER & ASSOCIATES, INC.


Patrick Schwickerath, P.E.
Project Manager

Encl.: Pay Request #3, Change Order #'s 2 & 3
Cc: Lynne White, Eastern Iowa Excavating

PAY ESTIMATE #3
 2016 Monticello Downtown Parking Lot
 115.0022.08
 City of Monticello
 06/06/2016

Totals

Total Value of Complete Work		\$	128,326.85
Stored Materials		\$	-
Change Orders		\$	13,173.41
Retainage	5%	\$	6,920.13
Amount Due to Contractor		\$	132,897.40
Less Previous Payments		\$	102,594.16
Amount Due This Invoice		\$	30,403.24

Approvals Required:


 Contractor Approval: Eastern Iowa Excavating & Concrete LLC

5-26-16
 Date


 Engineer Approval: Snyder & Associates, Inc.

06/01/16
 Date

Owner Approval: City of Monticello

 Date

City Council Meeting
Prep. Date: 08/16/19
Preparer: Doug Herman



Agenda Item: # 5
Agenda Date: 08/19/19

Communication Page

Agenda Items Description: Resolution to recognize past vacation of R.O.W. and to approve of the execution and delivery of Quit Claim Deeds to adjacent property owner(s).

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

Attachments & Enclosures:

Resolution

Aerials showing affected properties.

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: Back in the 1800's the County Board of Supervisors vacated City R.O.W.; this Resolution would result in the issuance of deeds to adjacent properties, clearing up potential title problems for them. (We have done this in the past in other areas of town.)

Background Information: The property owners involved are as follows:

1. Jacobs
2. Eggers
3. Snyder
4. Sproston
5. Tuetken
6. Martin
7. Moreano/Sullivan

Basically, a street and alleyway platted for that area were never developed or used for street/alley purposes. Subsequent to the initial platting this alleyway was vacated by the County Board of Supervisors. The vacation records are old and do not do a good job of clearing title for the adjacent property owners. To help property owners clear the titles to their properties it is proposed that the City and the County transfer the vacated property by QCD to the property owners. In the past we accomplished this by way of one deed from the City and County to the property owners, instead of two separate deeds, saving time and expense for the Citizens and the County.

This Resolution, like Resolution #18-54 recognizes the past vacation of R.O.W. and to authorizes the execution and delivery of Quit Claim Deeds to adjacent property owner(s).

Recommendation: I recommend that the Council approve the proposed Resolution and authorize the City Admin. to prepare necessary deeds for City and County approval and issuance. (Property Owner to pay cost of deed recordation.)

The City of Monticello, Iowa

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

RESOLUTION #19-__

Resolution to recognize the past vacation of R.O.W. and to authorize the execution and delivery of Quit Claim Deed to adjacent property owner(s).

WHEREAS, In the late 1800's the Jones County Board of Supervisors vacated certain Street Right-of-Way and Alleyway Right-of-Way, said action being recorded in Supervisors' Record Book A, Page 54, dated January 8, 1962, the areas so vacated being generally described as follows:

all of that portion of the alley lying south of Third Street and West of Chestnut Street in Railroad Addition to Monticello, Iowa,

-and-

WHEREAS, To clarify the property boundaries of the lots located adjacent to said vacated right-of-ways the City and the County should acknowledge the past vacation and execute quit claim deeds to the current owners for recordation with the County Recorder, and

WHEREAS, The City Administrator has been in contact with the County Auditor's Office in regard to this issue, much research had been performed, and an agreement has been reached that the City and County should jointly issue a quit claim deed to the adjacent property owners, effectively transferring this long ago vacated right-of-way, and

WHEREAS, The City and the County previously transferred portions of right-of-way allegedly vacated by the Supervisor's in the past as noted in the aforementioned documents, "Supervisors' Record Book A, Page 54, dated January 8, 1962", and

WHEREAS, The City Council finds that the City should approve of the transfer of said vacated right-of-way to the current property owners of Lots 395 through 408 of Railroad Addition to the Town of Monticello, Iowa with the alleyway right-of-way being split down the middle with the east half being transferred to the property owners lying to the east of said vacated alleyway and the west half being transferred to the property owners lying to the west of said vacated alleyway, to clear up any current or potential future title issues related to the vacation of the previously described road or alley rights of way.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby recognize past vacation of the aforementioned R.O.W. and authorizes the preparation, execution, and delivery of Quit Claim Deeds to all affected property owners as outlined herein, to clear up any current or potential future title issues.

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 19th day of August, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

JONES COUNTY, IOWA
 Railroad and Larc 305-406
 Monticello, IA
 (319) 570-2211

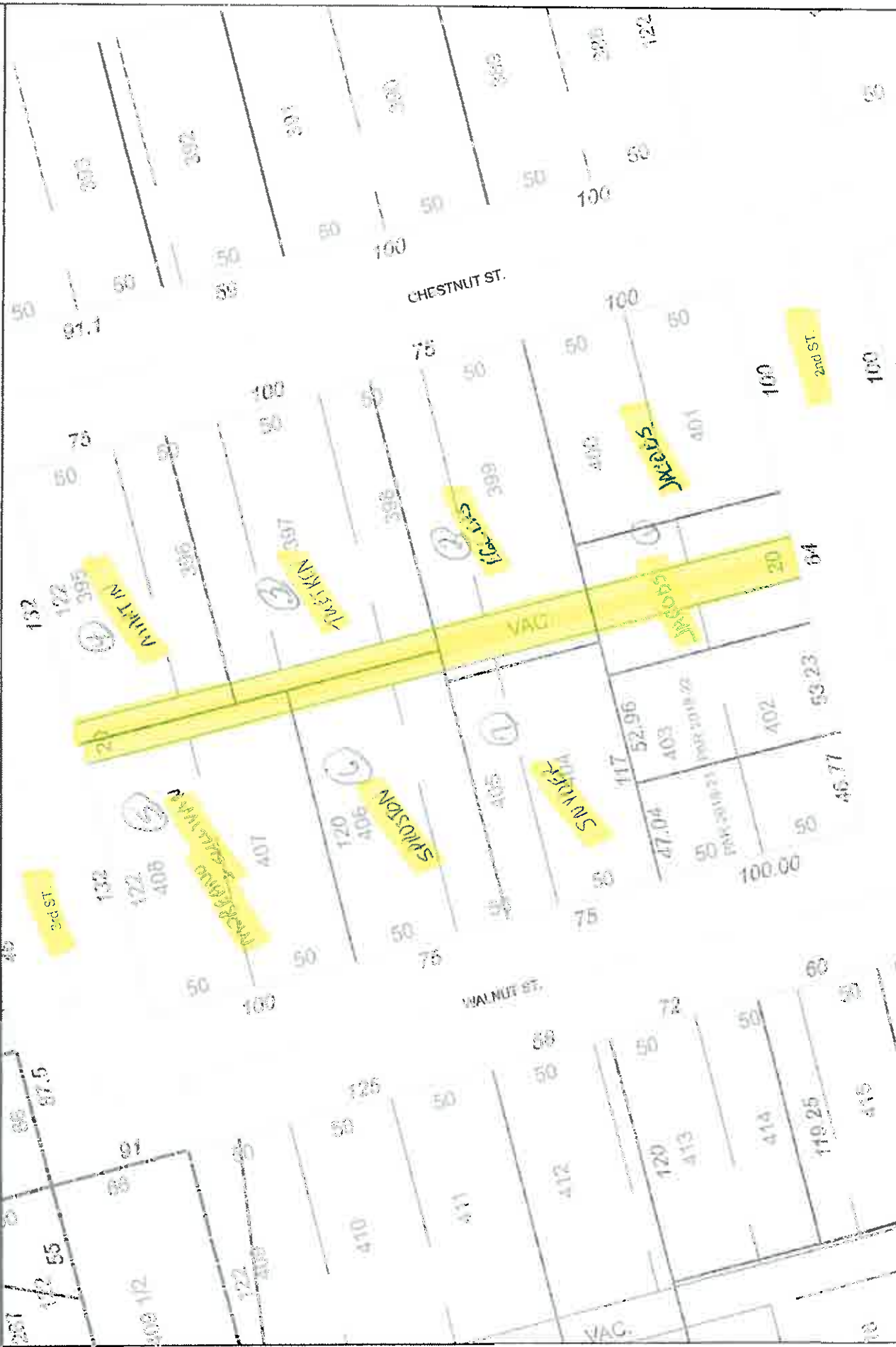
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LEGEND

- Corp Line
- County Line
- Lot Line
- Road Centerline
- Road Right of Way
- Section Line
- Sub Line
- Water Line

SCALE
 1" = 100'

N



City Council Meeting
Prep. Date: 08/16/19
Preparer: Doug Herman



Agenda Item:
Agenda Date: 08/19/2019

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

Armin Jacobs Invoice with REM / E-mail
City Property / Aerial - Proposals

Fiscal Impact:

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

Engineer Report

- **Engineer Report**
 1. Sycamore Street: Updates as appropriate
 2. 7th Street review / updates: May be nothing to report here; progress on storm sewer.
 3. Discussion related to intersection of N. Gill and 6th Street: Snyder working on intersection to develop repair/replacement plan.
- **PW Director Report / Water/Wastewater Update**
 1. Garbage Truck Sale: Advertisement has been put together, will be out for bids. May discuss sale of other truck and replacement with ¾ ton truck and dump trailer.
 2. Sidewalk Inspection Update
 3. Sealcoating update: Report on work completed by LL Pelling.
 4. Water Valve Repairs: Jim Tjaden or rep. will speak to water valve replacements completed over the last week.
 5. Other
- **Administrator Report**
 1. Armin Jacobs refrigerator repair request: Armin dropped off a bill related to refrigerator repairs he suggests were caused by water main break, water main being shut off and on. Legally, City only liable if negligent in actions. This type of issue can happen no matter how careful the guys are and the insurance company would say that the main break was an act of God, not tied to negligence. Any payment would be, in my opinion, at the discretion of the Council.
 2. City Land Sale Proposals: Two proposals have come in related to the potential sale of City owned property near Jaycee / Kleinow. One from neighbors wanting to add to their rear yards and one from a party who wants to build a new single-family house on the lot. I have asked each to submit a written offer to me in advance of the next Council meeting for your consideration.
 3. Ambulance Board: A member of the MEMT suggested to Councilperson Lux that the Council consider the creation of an Ambulance Board similar to that which existed in the past. She advised that she would bring it up to the Council.



Lasley Electric LLC dba
REM Electric
324 East First St.
Monticello, IA 52310

Invoice

Phone #	Date	Invoice #
319-465-3346	7/25/2019	9606

Bill To
Armin Jacobs 940 Deer Run Dr. Monticello, IA 52310

Customer Phone	P.O. No.	Terms	Rep
319-465-5298		Net 15	

Item	Description	Qty	Rate	Amount
Residential Servic...	Residential Service Call - REPAIR FRIDGE WATER SUPPLY PARTS AFTER CITY WATER MAIN BREAK	1	10.00	10.00T
WP67005154	VALVE-INLT	1	105.99	105.99T
EDR4RXD1	FREIGHT		7.29	7.29
EDR4RXD1	EDR4RXD1 Water Filter	1	64.99	64.99T
Residential Labor	Replacement for UFK8001 Residential Labor	2.5	55.00	137.50T

Thank you for your business. Please remit to above address.	Subtotal	\$325.77
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Sales Tax (7.0%)	\$22.29
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Total	\$348.06
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18% Interest Charged on all Accounts more than 30 days Past Due

Payments/Credits	\$0.00
Balance Due	\$348.06

Doug Herman

From: Jared Lasley <jared@remelectriconline.com>
Sent: Wednesday, August 7, 2019 9:16 AM
To: Doug Herman
Subject: Re: Invoice Question - Jacobs

I was not on this call so hopefully I can provide decent info. Obviously I have no dog in this fight.

As for age of the parts, I have no idea how old they are, whether or not they're original, etc. According to Jerry, the valve assembly did have a lot of sediment in it that was not packed in like it had been there for awhile but it was still preventing the valve from shutting off which prompted replacing it. The valve is ahead of the filter. The filter is a wear item (annual replacement or sooner). It was replaced given the fact that the valve was plugged. I have no way to prove the water main break is the sole cause here but I would agree with Armin that it is very coincidental timing and these repairs do occasionally occur after a water main break although they're not that common. We did have more time in this than what we billed. We had to keep going back up as the problems kept persisting/moving to another component. I do think it's an isolated incident with them being at the very top of the water system, above a flushing point (fire hydrant).

Hope that helps. If you need anything else, let me know.

Thanks,

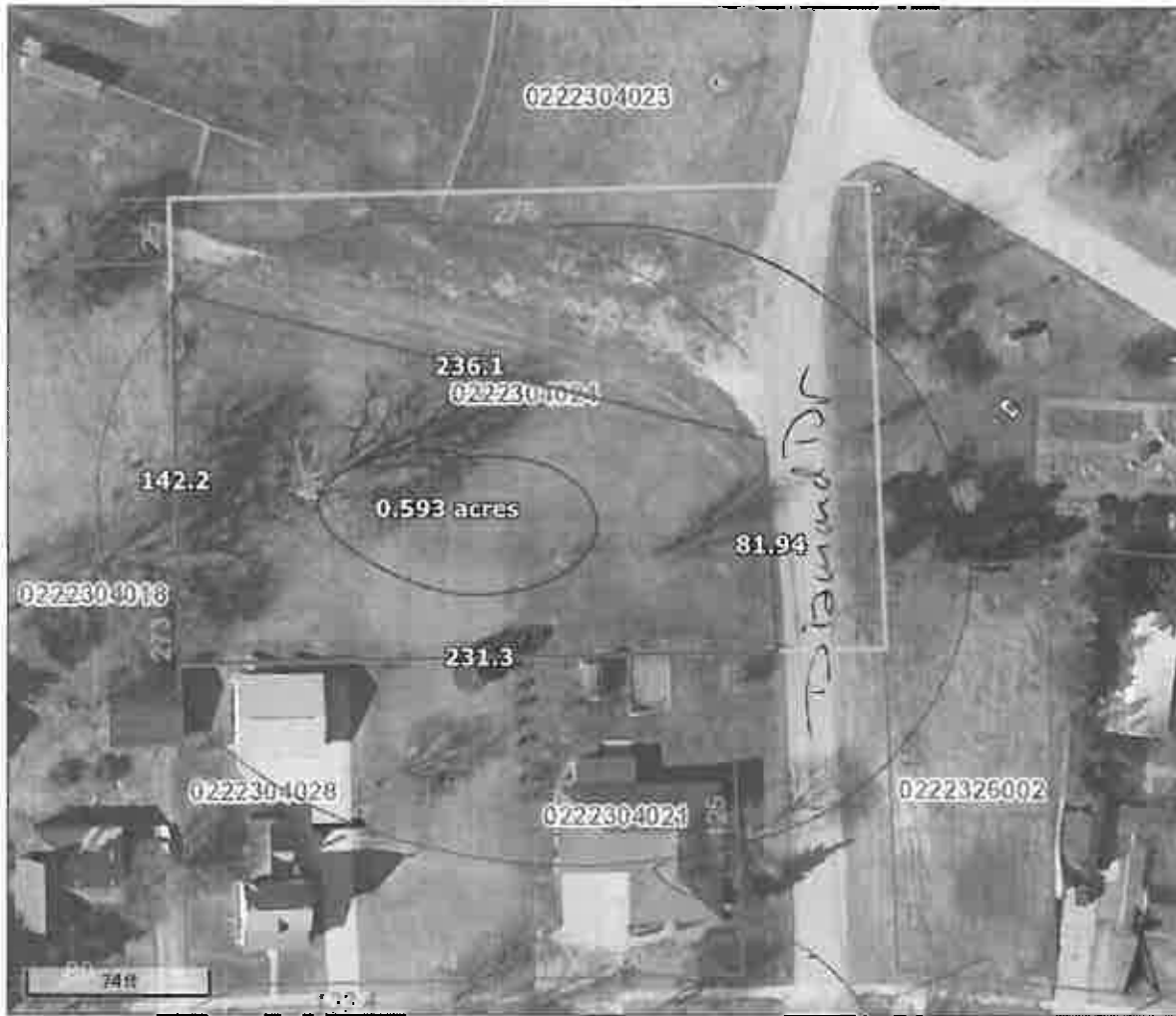
Jared Lasley
Owner
Lasley Electric LLC DBA REM Electric
324 East 1st Street
Monticello, IA 52310
319-465-3346
www.remelectriconline.com

From: Doug Herman <dherman@ci.monticello.ia.us>
Sent: Wednesday, August 7, 2019 8:51:16 AM
To: Jared Lasley <jared@remelectriconline.com>
Subject: FW: Invoice Question - Jacobs

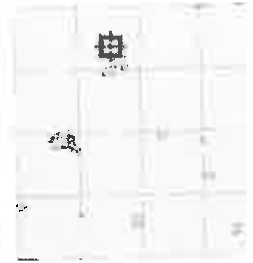
Jared:

Can you explain for me how the charges in the attached invoice are tied to the water main break? I understand Armin is requesting reimbursement from the City. (Age of original parts, approximately, valve inlet and filter, and whether they wear or otherwise require regular replacement.) I need something to provide to the Council or Insurance Company to support the claim.

Thanks



Overview



Legend

-  Parcels
-  Cartography
-  Major Roads

Parcel ID	0222304024	Alternate ID	051700	Owner Address	CITY OF MONTICELLO
Sec/Twp/Rng	n/a	Class	EX		MONTICELLO IA 52310
Property Address		Acreage	n/a		
District	MONCO				
Brief Tax Description	LOT 1 S.D. W 1/2 SW SEC. 22 EXC S 125' W 60' & FAIRGROUND ADD (Note: Not to be used on legal documents)				

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

Date created: 8/6/2019
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Developed by  Schneider
GEOSPATIAL

*How would we get
sewer / water to
this lot?*