

City of Monticello, Iowa

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Final Agenda Posted on December 13, 2019 at 4:30 p.m.

Monticello City Council Regular Meeting December 16, 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	Police Chief:	Britt Smith
Ward #1:	Rob Paulson	City Engineer:	Patrick Schwickerath
Ward #2:	Candy Langerman	Public Works Dir.:	Nick Kahler
Ward #3:	Chris Lux	Water/Wastewater Sup:	Jim Tjaden
Ward #4:	Tom Yeoman	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	December	02, 2019
Approval of Payroll	December	21, 2019
Approval of Bill List		
Approval of Whiskey River Liquor License		
Approval of Treasurer's Report, November, 2019		

Motions: None

Resolutions:

1. **Resolution** to approve submission of five-year Airport Capital Improvement Program and Long-Range Needs Assessment.
2. **Resolution** to approve Plat of Survey to Parcel 2019-75 and 2019-76, located within the City Limits of the City of Monticello.
3. **Resolution** to approve closing statement between the City of Monticello and Tom & Alice Brighton, and authorizing transfer or property as previously approved.
4. **Resolution** to approve Change Order #1 related to Fire Dpt. Pumper Truck purchase.
5. **Resolution** scheduling Public Hearing on City of Monticello FY '20 Budget Amendments for January 6, 2020.

Ordinances: None

Reports / Potential Action

- **City Engineer Report**
- **PW Director Report**
- **Police Chief Report**
- **City 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.

Re-Convene in "City Council Work Session" to review Code of Ordinances Update.
Public Welcome to Stay but comment or interaction of Council is at the Discretion of Mayor

Regular Council Meeting
December 2, 2019 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Rob Paulson, Candy Langerman and Chris Lux. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen and City Engineer Patrick Schwickerath. Council Member Brenda Hanken arrived during the meeting and Council Member Tom Yeoman was absent.

Lux moved to approve the agenda, adding Accent Construction invoice in the amount of \$3,544.00 related to the pickle ball court and Morrison Tree Farm invoice in the amount of \$4,120.00 related to tree plantings in City Parks this fall. Bud Johnson donated sums to the City to cover these costs, Langerman seconded, roll call unanimous. Council Member Brenda Hanken arrived.

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

Langerman moved to approve Resolution #19-174 to approve Supplemental Agreement between City of Monticello and the IDOT Re: Maintenance of Primary Roads in Monticello, Goedken seconded, roll call unanimous.

Lux moved to approve Resolution #19-175 to approve funding/investment in Jones County JETS Transportation System in the amount of \$1,500.00, Goedken seconded; roll call unanimous.

Lux moved to approve Resolution #19-176 approving Jeffery Fowler Tax Abatement Application related to Residential Improvements constructed at 307 Grandview Ave., Monticello, Iowa, Goedken seconded, roll call unanimous.

Goedken moved to approve Resolution #19-177 Approving Pay Request #8 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$48,745.79 per the City Engineer's recommendation, Paulson seconded, roll call unanimous.

Schwickerath reported that the N. Sycamore punch list has been addressed and that there will be two change orders, one related to work done on private property outside of the project scope and the other tied to final project quantity adjustments. Assessment documents should be ready by the February meeting. Herman reported that there will not be an increased cost tied to Alliant's installation of N. Sycamore Street lighting as originally suggested by Alliant as conduit is in place for the wiring and lighting installation; boring will not be required.

Herman reported that he has completed a review of the draft City Code update and has sent the Council two emails, one with notes from his review of the entire Code and another with a 16-page attachment outlining those items Herman believes the Council needs to provide direction on. Council agreed to a work session following the next Council meeting to review the 16-page attachment and to provide direction.

Herman and Wolken updated the Council on Iowa's Ride that will be coming to Monticello on Sunday, July 12th for an overnight stay. The ride is limited to 5000 registered bikers but Herman reported that it is likely that some unregistered bikers will join in. They will start in

Regular Council Meeting
December 2, 2019

Dubuque and head to Monticello on the 12th before heading to Vinton on the 13th. The Fair plans to open their campground in advance of the ride.

Langerman move to adjourn at 6:24 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - DECEMBER 5, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	November 18 - December 1, 2019				
Devin Arduser	\$ 142.73	\$	0.00	0.00	\$ 122.38
Brian Bronemann	78.24		0.00	0.00	67.09
Carter Bronemann	271.88		0.00	0.00	216.51
Dawn Brus	2,060.25		0.00	0.00	1,449.61
Drew Haag	154.48		0.00	0.00	132.45
Ben Hein	69.12		0.00	0.00	59.26
Mary Intlekofer	2,229.50	409.50	0.00	0.00	1,492.16
Brandon Kent	2,161.25	68.25	0.00	0.00	1,418.04
Jim Luensman	682.50		0.00	0.00	516.68
Lori Lynch	2,093.00		0.00	0.00	1,408.84
Dave McNeill	172.96		0.00	0.00	148.30
Mandy Norton	106.40		0.00	0.00	91.23
Shelly Searles	1,911.00		8.00	10.25	1,326.03
Jeff Silver	261.00		0.00	0.00	221.79
Sabrina Streila	58.56		0.00	0.00	50.21
Brenda Surom	273.00		0.00	0.00	212.02
Chris Szymanowski	2,093.00		0.00	0.00	1,366.97
Jenna Weih	740.63		0.00	0.00	577.39
Curtis Wyman	450.00		0.00	0.00	302.41
TOTAL AMBULANCE	\$ 16,009.50	\$ 477.75	8.00	10.25	\$ 11,179.37
CEMETERY	November 16 - 29, 2019				
Dan McDonald	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,194.84
TOTAL CEMETERY	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,194.84
CITY HALL	November 17 - 30, 2019				
Cheryl Clark	\$ 1,684.00	\$	0.00	26.63	\$ 1,134.88
Doug Herman	3,951.46		0.00	0.00	2,768.91
Sally Hinrichsen	2,488.06		0.00	0.00	1,439.49
Nanci Tuel	1,486.40		0.00	0.00	977.34
TOTAL CITY HALL	\$ 9,609.92	\$	0.00	26.63	\$ 6,320.62
FIRE					
Drew Haag	\$ 100.00	\$	0.00	0.00	\$ 85.74
Nick Kahler	60.00		0.00	0.00	51.44
Don McCarthy	125.00		0.00	0.00	107.18
Billy Norton	100.00		0.00	0.00	85.74
TOTAL FIRE	\$ 385.00	\$ -	0.00	0.00	\$ 330.10
LIBRARY	November 18 - December 1, 2019				
Molli Hunter	\$ 328.10	\$	0.00	0.00	\$ 278.36
Penny Schmit	1,074.41		0.00	0.00	587.84
Madonna Thoma-Kremer	988.80		0.00	0.00	629.95
Michelle Turnis	1,615.38		0.00	0.00	1,003.74
TOTAL LIBRARY	\$ 4,006.69	\$ -	0.00	0.00	\$ 2,499.89
MBC	November 18 - December 1, 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

PAYROLL - DECEMBER 5, 2019

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
TOTAL MBC	\$ 3,469.23	\$ -	0.00	0.00	\$ 2,498.78
POLICE	November 18 - December 1, 2019				
Zachary Buehler	\$ 1,572.68	\$ -	0.00	0.00	\$ 1,178.56
Peter Fleming	2,115.84	-	0.00	0.00	1,484.85
Dawn Graver	2,056.80	-	0.00	0.00	1,476.08
Erik Honda	2,312.24	-	0.00	6.50	1,707.15
Jordan Koos	2,192.44	-	0.00	3.00	1,594.86
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	2,155.44	-	0.00	0.00	1,591.39
TOTAL POLICE	<u>\$ 16,627.26</u>	<u>\$ -</u>	<u>0.00</u>	<u>9.50</u>	<u>\$ 12,151.90</u>
ROAD USE	November 16 - 29, 2019				
Zeb Bowser	\$ 1,811.25	\$ 155.25	0.00	0.00	\$ 1,320.46
Eric Jungling	1,715.70	119.70	0.00	0.00	1,209.05
TOTAL ROAD USE	<u>\$ 3,526.95</u>	<u>\$ 274.95</u>	<u>0.00</u>	<u>0.00</u>	<u>\$ 2,529.51</u>
SANITATION	November 16 - 29, 2019				
Michael Boyson	\$ 1,815.60	\$ 183.60	0.00	0.00	\$ 1,276.61
Nick Kahler	2,019.23	-	0.00	0.00	1,383.28
TOTAL SANITATION	<u>\$ 3,834.83</u>	<u>\$ 183.60</u>	<u>0.00</u>	<u>0.00</u>	<u>\$ 2,659.89</u>
SEWER	November 16 - 29, 2019				
Tim Schultz	\$ 471.90	\$ -	0.00	11.50	\$ 134.29
Jim Tjaden	2,230.77	-	0.00	0.00	1,610.91
TOTAL SEWER	<u>\$ 2,702.67</u>	<u>\$ -</u>	<u>0.00</u>	<u>11.50</u>	<u>\$ 1,745.20</u>
WATER	November 16 - 29, 2019				
Daniel Pike	\$ 1,656.00	\$ -	0.00	13.50	\$ 1,198.94
TOTAL WATER	<u>\$ 1,656.00</u>	<u>\$ -</u>	<u>0.00</u>	<u>13.50</u>	<u>\$ 1,198.94</u>
TOTAL - ALL DEPTS.	\$ 63,484.05	\$ 936.30	8.00	71.38	\$ 44,309.04

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	450.00			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	117.27			
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	1,308.00			
LASLEY ELECTRIC LLC	PD BLDG REPAIR/MAINT	38.15			
MCALEER WATER CONDITIONING INC	PD SOFTENER SALT	17.13			
MEDIACOM	PD TELEPHONE	71.89			
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	1,082.06			
PRAETORIAN GROUP INC	PD TRAINING - HONDA	495.00			
FROHWEIN OFFICE SUPPLY INC	PD OFFICE SUPPLIES	21.63			
TCM BANK NA	PD EQUIP REPAIR/MAINT	59.22			
TECHNICOM INC	PD EQUIP REPAIR/MAINT	492.00			
UNIFORM DEN INC	PD MINOR EQUIPMENT	195.98			
	110 POLICE DEPARTMENT TOTAL		4,348.33		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	282.72			
	230 STREET LIGHTS TOTAL		282.72		
AQUATIC CENTER					
MEDIACOM	POOL TELEPHONE	44.01			
TCM BANK NA	POOL PRO FEES	37.00			
TREASURER STATE OF IOWA	SALES TAX - NOVEMBER	65.29			
	440 AQUATIC CENTER TOTAL		146.30		
CEMETERY					
JOHN DEERE FINANCIAL	CEMETERY BOOTS - MCDONALD	136.25			
DAN MCDONALD	CEMETERY CELL PHONE STIPEND	160.00			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	130.65			
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	248.16			
	450 CEMETERY TOTAL		675.06		
SOLDIER'S MEMORIAL BOARD					
BRIAN KRAMER	SNOW REMOVAL - NOVEMBER	30.00			
MEDIACOM	SLDR MEM TELEPHONE	25.83			
	498 SOLDIER'S MEMORIAL BOARD TOTAL		55.83		
MAYOR AND CITY COUNCIL					
CHRISTINA LUX	COUNCIL MILEAGE	13.92			
TCM BANK NA	COUNCIL CONFERENCE - FELDMANN	380.00			
	610 MAYOR AND CITY COUNCIL TOTAL		393.92		
CLERK/CITY ADMIN					
JOHN MONK	JANITORIAL SERVICES	487.50			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	620 CLERK/CITY ADMIN TOTAL		487.50		
ATTORNEY LEXISNEXIS	ATTORNEY RESEARCH		148.00		
	641 ATTORNEY TOTAL		148.00		
CITY HALL/GENERAL BLDGS					
BOSS OFFICE SUPPLIES & SYS INC	CH OFFICE SUPPLIES		36.45		
FAREWAY STORES #840-1	CH BUILDING SUPPLIES		20.28		
GIS WORKSHOP LLC	CH OFFICE SUPPLIES		155.82		
INFRASTRUCTURE TECHNOLOGY	CH HP LASERJET PRO PRINTER		668.94		
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES		3.48		
BRIAN KRAMER	SNOW REMOVAL - NOVEMBER		60.00		
LADCO	CH BLDG REPAIR/MAINT		1,360.04		
LASLEY ELECTRIC LLC	CH BUILDING SUPPLIES		62.24		
LEYDY LOPEZ	CH AUDIT DEPOSIT REFUND		600.00		
MEDIACOM	CH TELEPHONE		163.63		
MONTICELLO EXPRESS INC	CH ADVERTISING		611.86		
CEDAR RAPIDS PARKING	CH PARKING FEES		10.00		
TCM BANK NA	CH MICROSOFT 2019 SURFACE PRO		937.73		
TREASURER STATE OF IOWA			7.00		
	650 CITY HALL/GENERAL BLDGS TOTAL		4,697.47		
	001 GENERAL TOTAL		11,235.13		
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		902.81		
BAKER PAPER CO INC	MBC BUILDING SUPPLIES		113.13		
FAREWAY STORES #840-1	MBC OFFICE SUPPLIES		6.98		
JOSH IBEN	FOUNTAIN PARK MAINTENANCE		195.00		
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		110.04		
MEDIACOM	MBC TELEPHONE		44.01		
JOHN MONK	JANITORIAL SERVICES		343.75		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL		29.04		
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES		29.98		
DEANNA RODMAN	MBC DAMAGE DEPOSIT REFUND		200.00		
SPAHN & ROSE LUMBER CO INC	MBC GROUNDS SUPPLIES		.76		
TCM BANK NA	MBC STAGE TROLLY		858.98		
	430 PARKS TOTAL		2,834.48		
	005 MONTICELLO BERNDES CENTER TOTAL		2,834.48		
FIRE					
FIRE					
FIRE-DEX GW LLC	FIRE GEAR CLEANING		914.24		
MEDIACOM			2.77		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL		71.55		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO FIRE ASSOCIATION	FIRE SERVICES	5,448.00			
SPAHN & ROSE LUMBER CO INC	FIRE TRAINING	114.25			
	150 FIRE TOTAL	6,545.27			
	015 FIRE TOTAL	6,545.27			
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	76.90			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	70.76			
LASLEY ELECTRIC LLC	AMB BLDG REPAIR/MAINT	38.14			
MCALIER WATER CONDITIONING INC	AMB SOFTENER SALT	17.12			
MEDIACOM	AMB TELEPHONE	71.88			
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	535.07			
MONTICELLO EXPRESS INC	AMB ADVERTISING	12.23			
MONTICELLO SPORTS	AMB CLOTHING	48.00			
TCM BANK NA		19.33-			
ZOLL MEDICAL CORPORATION	AMB EQUIP REPAIR/MAINT	1,190.00			
	160 AMBULANCE TOTAL	2,040.77			
	016 AMBULANCE TOTAL	2,040.77			
LIBRARY IMPROVEMENT					
LIBRARY					
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	67.09			
TCM BANK NA	LIB IMP PROGRAMS/PROMOTIONS	95.88			
	410 LIBRARY TOTAL	162.97			
	030 LIBRARY IMPROVEMENT TOTAL	162.97			
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS	79.66			
DICK BLICK HOLDINGS LLC	LIB PROGRAMS/PROMOTIONS	104.29			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50			
JOSH IBEN	LIB GROUNDS MAINTENANCE	95.00			
BRIAN KRAMER	SNOW REMOVAL - NOVEMBER	30.00			
MEDIACOM	LIB TELEPHONE	120.57			
JOHN MONK	JANITORIAL SERVICES	350.00			
OVERDRIVE	LIB AUDIO RECORDINGS	2.39			
TCM BANK NA	LIB PROCESSING	679.20			
	410 LIBRARY TOTAL	1,466.61			
	041 LIBRARY TOTAL	1,466.61			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AIRPORT					
AIRPORT					
FREES MOTORS INC	AIRPORT VEHICLE REPAIR/MAINT	415.68			
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	35.00			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	53.84			
	280 AIRPORT TOTAL		504.52		
	046 AIRPORT TOTAL		504.52		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	60.50			
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES	225.50			
CNH CAPITAL	RU EQUIP REPAIR/MAINT	102.74			
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT	7,668.25			
HUGHES GARAGE & AUTO SALES LLC	RU EQUIP REPAIR/MAINT	409.80			
JOHN DEERE FINANCIAL	RU SUPPLIES	343.06			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	40.10			
DAVID B MCNEILL	RU BLDG REPAIR/MAINT	9.75			
MEDIACOM		18.02			
MID-AMERICAN RESEARCH CHEMICAL	RU SUPPLIES	174.08			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	983.41			
MONTICELLO EXPRESS INC	RU ADVERTISING	93.60			
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	715.00			
SNYDER & ASSOCIATES, INC	RU ENGINEERING FEES	913.00			
SPAHN & ROSE LUMBER CO INC	RU BLDG REPAIR/MAINT	285.46			
	210 STREETS TOTAL		12,006.23		
SNOW REMOVAL					
ALL SEASON'S TRUCKING INC	RU SNOW REMOVAL	2,524.66			
BEHREND'S CRUSHED STONE	RU SNOW REMOVAL	1,651.00			
	250 SNOW REMOVAL TOTAL		4,175.66		
	110 ROAD USE TOTAL		16,181.89		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
TCM BANK NA	LIB GEHRET PROGRAMMING	128.15			
	410 LIBRARY TOTAL		128.15		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		128.15		
DEBT SERVICE					
WATER					
UMB BANK, N.A.	2010 GO WATER FEES	142.50			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	810 WATER TOTAL		142.50		
SEWER UMB BANK, N.A.	2010 GO SEWER FEES		107.50		
	815 SEWER TOTAL		107.50		
	200 DEBT SERVICE TOTAL		250.00		
TIF PROJECT STREETS IOWA STATE PRISON INDUSTRIES SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION N SYCAMORE ST RECONSTRUCTION	279.84 12,779.59			
	210 STREETS TOTAL		13,059.43		
	325 TIF PROJECT TOTAL		13,059.43		
CAPITAL IMPROVEMENT STREETS IOWA STATE PRISON INDUSTRIES SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION N SYCAMORE ST RECONSTRUCTION	186.56 8,519.73			
	210 STREETS TOTAL		8,706.29		
AIRPORT HDR ENGINEERING INC	CAP IMP - AIRPORT MASTER PLAN		11,596.00		
	280 AIRPORT TOTAL		11,596.00		
	332 CAPITAL IMPROVEMENT TOTAL		20,302.29		
BATY DISC GOLF COURSE PARKS JOSH IBEN	WILLOW PARK GROUNDS MAINTENANC		50.00		
	430 PARKS TOTAL		50.00		
	338 BATY DISC GOLF COURSE TOTAL		50.00		
POCKET PARK PARKS JOSH IBEN	POCKET PARK MAINTENANCE		225.00		
	430 PARKS TOTAL		225.00		
	375 POCKET PARK TOTAL		225.00		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
C.C. BIDWELL LIBRARY BOOK LIBRARY					
MICRO MARKETING LLC	LIB BIDWELL BOOKS	76.27			
TCM BANK NA	LIB BIDWELL BOOKS	359.16			
	410 LIBRARY TOTAL		435.43		
	502 C.C. BIDWELL LIBRARY BOOK TOTAL		435.43		
TRUST/IOMA MARY BAKER LIBRARY OVERDRIVE					
	LIB BAKER BOOKS	5.97			
	410 LIBRARY TOTAL		5.97		
	503 TRUST/IOMA MARY BAKER TOTAL		5.97		
WATER					
HYGIENIC LABORATORY	WATER LAB TESTS	52.00			
IOWA ONE CALL	WATER SYSTEM	30.60			
JOHN DEERE FINANCIAL	WATER BLDG REPAIR/MAINT	29.99			
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	164.01			
MONTICELLO SPORTS	WATER POSTAGE	2.00			
MUNICIPAL SUPPLY INC	WATER SYSTEM	3,003.00			
TREASURER STATE OF IOWA	WATER EXCISE TAX - NOVEMBER	1,839.10			
	810 WATER TOTAL		5,120.70		
	600 WATER TOTAL		5,120.70		
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST	3,417.00			
BAKER PAPER CO INC	SEWER LAB SUPPLIES	65.17			
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	11.88			
HYGIENIC LABORATORY	SEWER LAB TESTS	731.50			
IOWA ONE CALL	SEWER SYSTEM	30.60			
JOHN DEERE FINANCIAL	SEWER SUPPLIES	39.93			
LAPORTE MOTOR SUPPLY	SEWER BLDG REPAIR/MAINT	27.62			
DAVID B MCNEILL	SEWER POSTAGE	78.37			
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	164.01			
MONTICELLO EXPRESS INC	SEWER SUPPLIES	5.99			
MUNICIPAL SUPPLY INC	SEWER SYSTEM	708.00			
TCM BANK NA	SEWER POSTAGE	44.98			
TREASURER STATE OF IOWA	SALES TAX - NOVEMBER	633.08			
TRI COUNTY PROPANE LLC	SEWER UTILITIES	1,614.80			
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE	16.85			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	815 SEWER TOTAL		7,589.78		
	610 SEWER TOTAL		7,589.78		
SANITATION					
SANITATION					
INFRASTRUCTURE TECHNOLOGY	SANITATION YARD WASTE FACILITY		210.90		
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL		68.78		
REPUBLIC SERVICES	RESIDENTIAL GARBAGE		32,018.20		
TREASURER STATE OF IOWA	SALES TAX - NOVEMBER		864.45		
	840 SANITATION TOTAL		33,162.33		
	670 SANITATION TOTAL		33,162.33		
STORM WATER					
STORM WATER FUND					
TREASURER STATE OF IOWA	SALES TAX - NOVEMBER		158.08		
	865 STORM WATER FUND TOTAL		158.08		
	740 STORM WATER TOTAL		158.08		
	Accounts Payable Total		121,458.80		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	11,235.13
005 MONTICELLO BERNDES CENTER	2,834.48
015 FIRE	6,545.27
016 AMBULANCE	2,040.77
030 LIBRARY IMPROVEMENT	162.97
041 LIBRARY	1,466.61
046 AIRPORT	504.52
110 ROAD USE	16,181.89
178 TRUST/SLAVKA GEHRET FUND	128.15
200 DEBT SERVICE	250.00
325 TIF PROJECT	13,059.43
332 CAPITAL IMPROVEMENT	20,302.29
338 BATY DISC GOLF COURSE	50.00
375 POCKET PARK	225.00
502 C.C. BIDWELL LIBRARY BOOK	435.43
503 TRUST/IOMA MARY BAKER	5.97
600 WATER	5,120.70
610 SEWER	7,589.78
670 SANITATION	33,162.33
740 STORM WATER	158.08
<hr style="border-top: 1px dashed black;"/>	
TOTAL FUNDS	121,458.80



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

From the Office of:

Chief of Police

Britt D. Smith

December 4, 2019

To City Council:

The Department has reviewed the Liquor License Application for Whiskey River Pub and Grub at 248 North Main Street in Monticello. A Criminal History check has been performed and same verified that the Applicant does not have any prior felony convictions within the five-year eligibility period. The applicant does have an Operating While Intoxicated (Jones County 2017) and Interference with Official Acts (Dubuque County 2018)

The applicant, meets the minimum eligibility standards for the issuance of the license applied for. The Department makes no finding as to whether or not the applicant meets all other requirements and/or qualifications for licensure that may be considered by the City Council in taking action on the application.

Sincerely,

Britt Smith
Chief of Police
Monticello Police Department

City of Monticello - Monthly Summary - November 1st thru 30th, 2019

Reviewed by: *[Signature]* Date: 12/12/2019

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	655902.86	184666.93	2309.44	73438.65	188390.33	561052.25	775.00	312385.57	267886.68	5.00	6456.05	561052.25	
	Soldier Memorial Board	12341.69	225.00	62.04	85000.00	845.34	11721.35	100.00	115150.47	7569.99	5285.30		11721.35	
	Monticello Bernades Center	40642.05	8458.56	9.46		11342.19	122820.46		6935.05				122820.46	
	Dare	6925.59					32074.00		21778.54	10295.46			32074.00	
	Insurance Fund	25746.50		39.68	10000.00	3712.18	34388.29		34388.29				34388.29	
	Monticello Trees Forever	34342.16		46.13			347774.83		61739.18	286035.65			347774.83	
	Fire	301385.51	14387.00	473.28	33182.00	1652.96	16760.46		1382.25	15378.21			16760.46	
	Ambulance Operating	-9140.77	20677.19	24.15	37500.00	32300.11	15588.25		15588.25				15588.25	
	Hotel/Motel Tax Fund	15564.59		23.66			237.98			237.98			237.98	
	Earl F Lehmann Trust	237.98					800.00		800.00				800.00	
	Street Bond	550.00	250.00				1037.09		1037.09				1037.09	
	Police Improvement	814.91	221.00	1.18			42372.38		13644.64	28727.74			42372.38	
	Library Improvement	42024.67	725.00	65.40		442.69	21848.09		21773.09				21848.09	
	Library	20609.33	776.75	31.22	10208.33	9777.54	82358.03	75.00	2358.10	79989.93			82358.03	
	Equipment Set-A-Side	82228.81		129.22			11196.28		11196.28				11196.28	
	Super Mac	182.40		0.27	12500.00	1486.39	24946.61		24946.61				24946.61	
	Airport	-4486.52	32387.26	81.65		2954.13	39785.66		13692.14	26093.52			39785.66	
	Revolving Loan Fund	39649.01	75.00				569658.96		68484.36	501174.60			569658.96	
SPECIAL REVENUE FUNDS:														
	Road Use Tax	563004.84	41641.35	633.06	34987.23	34987.23	417467.02		159832.81	257634.21			417467.02	
	Employee Benefits	407443.81	43354.78	933.76	33964.63	33964.63	335172.96		100860.88	234312.08			335172.96	
	TIF Tax Collections	309421.41	50780.30	183.73	316.74	25982.51	203898.97		-348.53	104247.50		100000.00	203898.97	
	Slavka Gehret Trust	204051.98		1.22			848.16		848.16				848.16	
	Police Forfeiture Acct	848.94					250494.57		161574.10	88920.47			250494.57	
	Debt Service	242717.21	40361.25	297.70	7249.25	40130.84	0.00						0.00	
	TIF - Debt Payments	0.00		25962.51		25962.51	0.00						0.00	
DEBT SERVICE FUNDS:														
	Park Improvements	39968.22		50.77	18680.89	18680.89	21338.10		21338.10				21338.10	
	Library Capital Improvements	2018.96		3.06			2022.02		2022.02				2022.02	
	Ambulance Improvements	75616.01	2043.00	119.89			77778.90		11772.64	66006.26			77778.90	
	TIF Projects	442016.21			131635.93	131635.93	310380.28		-82619.72	393000.00			310380.28	
	Cemetery Improvements	50589.22	400.00	334.65			51323.87		10062.31	41261.56			51323.87	
	Capital Improvements	460219.43	5010.00	720.68	104322.28	104322.28	361627.83		-36477.53	398105.36			361627.83	
	Youth Baseball & Softball	0.00		0.00			0.00						0.00	
	Low Income Housing	14943.86		23.50			14967.36		14967.36				14967.36	
	MDC Funds	0.00					0.00						0.00	
	Baty Disc Golf Course	12042.84		16.45	340.00	340.00	11719.29		11544.05	175.24			11719.29	
	Mary Maxine Redmond Trust	8406.08		13.20			8419.28		356.18	8063.10			8419.28	
	Pocket Park	6864.23		10.43			6874.66		6874.66				6874.66	
PERMANENT FUNDS:														
	Cemetery Perpetual Care	165237.30	450.00	52.86			165687.30		83200.50	82486.80			165687.30	
	Charles S Bidwell Book Trust	63611.07		62.87	392.59	392.59	83271.34		-265.26	33536.60		50000.00	83271.34	
	Iona Mary Baker Trust	40006.42		62.87	429.01	429.01	39640.28		529.65	39110.63			39640.28	
ENTERPRISE FUNDS:														
	Water Operating	49685.63	35443.78	75.96	27226.75	3829.78	54148.84		46040.41	8108.43			54148.84	
	Customer Deposits	91890.70	610.00	1130.00	1130.00	1130.00	91360.70		9788.14	81572.56			91360.70	
	Water Capital Improvements	4055.46	419.77	78.26			4553.49		2576.43	1977.06			4553.49	
	Sewer Operating	106693.67	44006.07	164.40	26935.43	2944.72	120983.99		79490.00	41493.99			120983.99	
	Sewer Capital Improvements	98330.92	419.78	225.37	2809.00	2809.00	96167.07		22500.49	73666.58			96167.07	
	Sanitation	6247.49	98863.26	9.24	37795.58	37795.58	67324.41		67324.41				67324.41	
	Sanitation Capital Improvements	10490.62		19.48			10510.10		-1898.77	12408.87			10510.10	
	Storm Water Fund	-5719.40	2452.02		856.33	474.75	-4598.46		-4598.46				-4598.46	
AGENCY FUNDS														
	Self Funded Insurance	0.00	6768.32		6768.32	6768.32	0.00						0.00	
	Flex Spending	636.86	311.64		418.00	418.00	732.42		732.42				732.42	
	Enterprise Flex Spending	435.92	92.30				528.22		528.22				528.22	
TOTAL OF ALL FUNDS														
		4757484.70	636279.21	7287.32	221602.09	633052.24	221602.09	4767998.99	950.00	1400868.22	3204216.44	5508.28	156456.05	4767998.99

City of Monticello
Cash On Hand By Bank
For November 30th, 2019

[Signature] 12/12/2019

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$237.98	0.150	N/A		Earl F Lehmann Trust
Total by Bank	\$237.98				
Dutrac Credit Union					
Savings #227064-2	\$5.00		N/A		General Fund
CD #227064-2	\$150,000.00	3.100	4/15/2020		Slavka Gehret/Bidwell
Total by Bank	\$150,005.00				
Regions Banks					
Checking # 0002959379	\$5,408.22		N/A		Soldiers Memorial
CD #89100344	\$0.00	0.05	8/18/2019	212 days	Soldiers Memorial
Money Market #87688689	\$6,456.05	0.01	N/A		Soldiers Memorial
Total by Bank	\$11,864.27				
Fidelity Bank & Trust					
	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$1,444,357.82	2.44	N/A		General Checking
Property Tax & Water #40001992	\$3,204,216.44	2.44	N/A		General Savings
Total by Bank	\$4,648,574.26				
Total Cash on Hand- All Banks	\$4,810,681.51				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$148.48				
Less Outstanding Checks	\$43,781.00				
Treasurer's Balance	\$4,767,998.99				

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

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

City of Monticello
Bank Reconciliation Report
For the Month of November 2019

Bank Balance	
General Checking	\$1,444,357.82
Property Tax & Water	\$3,204,216.44
Soldiers Memorial Ckg	\$5,408.22
Earl F Lehmann Trust	\$237.98
DuTrac Savings	\$5.00
Soldier Memorial Money Market	<u>\$6,456.05</u>
Total Bank Balance	<u><u>\$4,660,681.51</u></u>
Plus (Minus) Adjustment:	
Bank Charge/Error	<u>\$0.00</u>
Total Adjustment	<u>\$0.00</u>
Plus Outstanding Credit Card Pymt:	
Credit Card Payments	<u>\$148.48</u>
Total Outstanding Credit Card Pymts	<u>\$148.48</u>
Less Outstanding Checks:	
Financial/Payroll	\$43,638.08
Soldiers Memorial	\$142.92
Monticello Police Pistol	<u>\$0.00</u>
Total Outstanding Checks	<u>\$43,781.00</u>
Plus Investments:	
Time Certificates	\$150,000.00
Petty Cash	<u>\$950.00</u>
Total Investments	<u>\$150,950.00</u>
Treasurer's Balance	<u><u>\$4,767,998.99</u></u>

Prepared By: Sally Hinrichsen, City Clerk
Sally Hinrichsen, City Clerk

Reviewed by:  12/12/2019
Doug Herman, City Administrator

City Council Meeting
Prep. Date: 11/29/19
Preparer: Doug Herman



Agenda Item: # 1
Agenda Date: 12/16/19

Communication Page

Agenda Items Description: Resolution approving the submission of the Five-Year Airport Capital Improvement Plan.

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

Attachments & Enclosures:

Resolution
Proposed Plan

Fiscal Impact:

Budget Line Item:	
Budget Summary:	Airport
Expenditure:	
Revenue:	

Synopsis: Approval of Airport "Plan".

Background Information: Every year the City Airport must submit an updated program / capital improvement Five-Year plan to the FAA to remain eligible for FAA funding.

The Airport Master Plan update is currently underway, having previously been identified and within this plan and started in FY '19.

The proposed five-year plan continues to move towards the extension of RW 33. Before the runway can be extended a number of things need to happen, including an environmental assessment and land acquisition. The plan calls for those steps to be taken with RW 33 extension grading and drainage occurring at the end of the next five (5) years.

Recommendation: I recommend that the Council approve the proposed Resolution approving the submission of the Five-Year Airport Capital Improvement Plan.

The City of Monticello, Iowa

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

RESOLUTION #19-___

Approving submission of the Five-Year Airport Capital Improvement Plan

WHEREAS, as a condition to receiving State and Federal aid for the Monticello Regional Airport, the following provisions must be met:

- Approved 5-Year Capital Improvement Plan
- Certification that the local match exists if the grant is awarded
- Authorization to submit the proposed projects for State or Federal Grants; and

WHEREAS, the Five-Year Capital Improvement Plan has been prepared and reviewed by the Monticello Airport Board and City Council and found to be appropriate and in the best interests of the City of Monticello and the Monticello Regional Airport.

NOW THEREFORE, BE IT RESOLVED that the City of Monticello authorizes the submission of the Five-Year Capital Improvement Plan for potential Federal Aviation Administration Grants and certifies that the local match of 10% is available for those projects successfully awarded a grant.

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 16th day of December, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



Form 231112 (10-17)

**FIVE-YEAR AIRPORT
CAPITAL IMPROVEMENT PROGRAM (CIP)**
Attach additional sheets if necessary.

Airport name, LOCID, city, state Monticello Regional Airport, MXO, Monticello, Iowa

Prepared by Airport Board/HDR

Sponsor's email dherman@ci.monticello.ia.us

Date prepared 11-13-19

Sponsor's signature _____

Sponsor's phone 319 465-3577

Printed name Doug Herman

FY	Detailed project/scope description	Funding source	Total estimated cost
2020	No federal project	Federal \$ State \$ Local \$ Total \$	
2021	Environmental Assessment: RW 33 approach protection- land acquisition (3 residential properties)	Federal \$130,500 State \$ Local \$14,500 Total \$145,000	
2022	Land Acquisition: Parcel 0235451010, Relocation assistance- SF residential dwelling	Federal \$225,000 State \$ Local \$25,000 Total \$250,000	
2023	Land Acquisition: Parcel 023545009, Relocation assistance - SF residential dwelling	Federal \$405,000 State \$ Local \$45,000 Total \$450,000	
2024	Land Acquisition: Parcel 023545008, Relocation assistance- SF residential dwelling	Federal \$263,000 State \$ Local \$29,300 Total \$292,300	

FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

CIP DATA SHEET

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Monticello Regional Airport- MXO-Monticello, Iowa		
AIP Project Type:	Environmental Assessment		
Local Priority:	2 - High	Federal Share:	\$ 130500
FFY Requested:	2021	State Share:	\$Click here to enter text.
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.	Local Share:		\$14500
	Total Project Cost:		\$ 145000
<p>Prepare required NEPA documentation for the proposed acquisition of land beyond RW 33 for the purpose of providing approach protection; Relocation of 3 residential structures; Environmental Assessment</p>			
SPONSOR SIGNATURE BLOCK			
Signature:		Date:	12/16/2019
Printed Name:	Douglas Herman	Title:	City Administrator
Phone Number:	319-465-5488	Email:	dherman@ci.monticello.ia.us

FEDERAL AVIATION ADMINISTRATION

CIP DATA SHEET

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION

Airport Name, LOCID, City, State:	Monticello Regional Airport, MXO, Monticello, Iowa		
AIP Project Type:	Land Acquisition		
Local Priority:	2 - High	Federal Share:	\$ 225000
FFY Requested:	2022	State Share:	\$Click here to enter text.
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.	Local Share:	\$25000	
	Total Project Cost:	\$ 250000	

Land acquisition for the prupose of providing approach protection to RW 33. The project will include the acquisition of a residential lot (1.13 acres/Single Family Dwelling) and relocation assistance. Parcel No. 0235451010

SPONSOR SIGNATURE BLOCK

Signature:		Date:	12/16/2019
Printed Name:	Douglas Herman	Title:	City Administrator
Phone Number:	319-465-3577	Email:	dherman@ci.monticello.ia.us

FEDERAL AVIATION ADMINISTRATION

CIP DATA SHEET

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Monticello Regional Airport, MXO, Monticello, Iowa		
AIP Project Type:	Land Acquisition		
Local Priority:	2 - High	Federal Share:	\$ 405000
FFY Requested:	2023	State Share:	\$Click here to enter text.
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$45000
		Total Project Cost:	\$ 450000
Land acquisition for the purpose of providing approach protection to RW 33. This project wil include the acquisition of a residential lot (1.58 acres, Single Family Dwelling) and relocation assistance. Parcel No. 0235451009			
SPONSOR SIGNATURE BLOCK			
Signature:		Date:	12/16/2019
Printed Name:	Douglas Herman	Title:	City Administrator
Phone Number:	319-465-3577	Email:	dherman@ci.monticello.ia.us

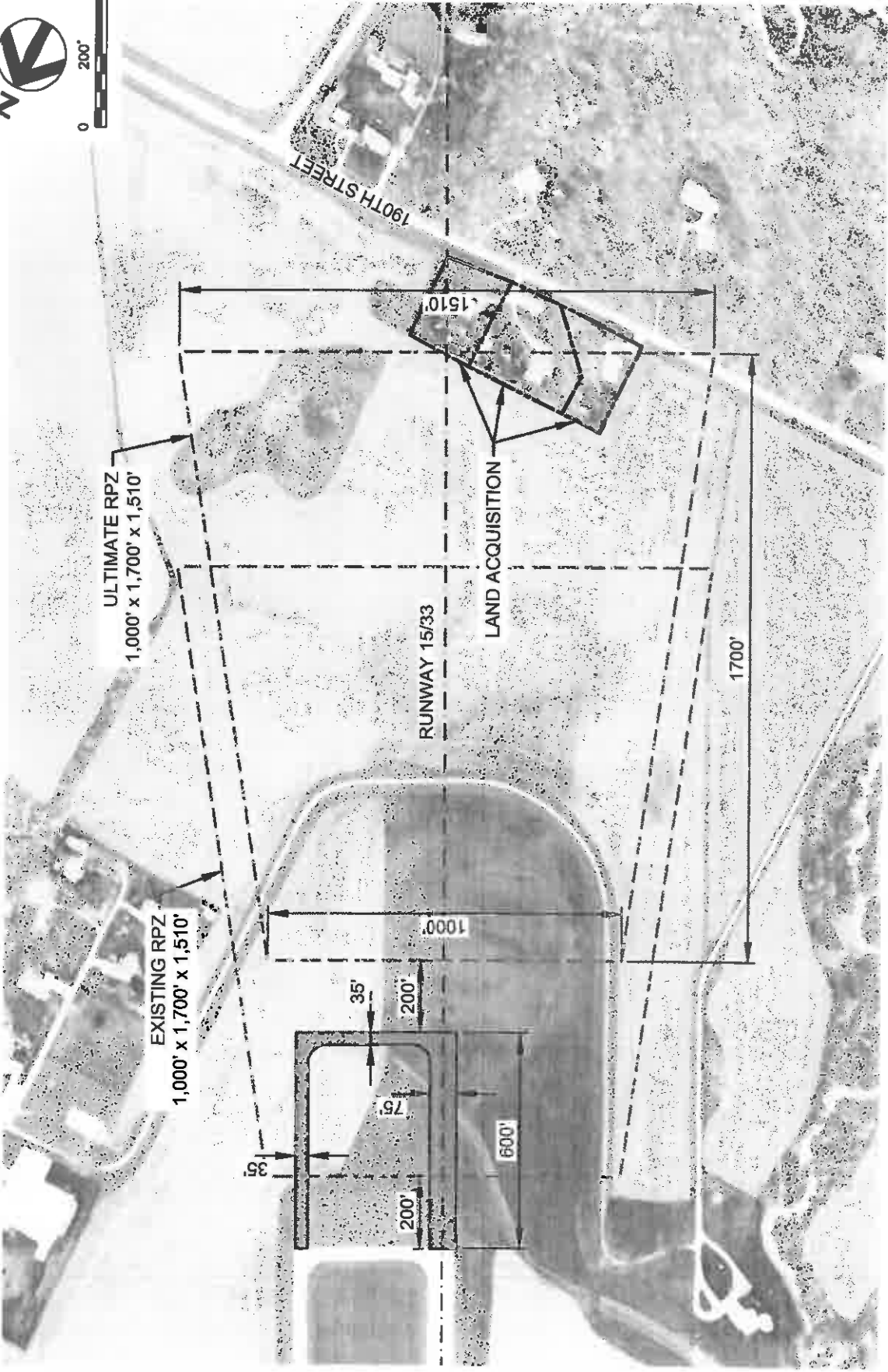
FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

CIP DATA SHEET

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Monticello Regional Airport, MXO, Monticello, Iowa		
AIP Project Type:	Land Acquisition		
Local Priority:	2 - High	Federal Share:	\$ 263000
FFY Requested:	2024	State Share:	\$Click here to enter text.
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.	Local Share:		\$29300
	Total Project Cost:		\$ 292300
<p>Land acquisition for the purpose of providing approach protection to RW 33. The project will include the acquisition of a residential lot (1.0 acres/Single Family Residential Dwelling Unit) and relocation assistance. Parcel No. 0235451008.</p>			
SPONSOR SIGNATURE BLOCK			
Signature:		Date:	12/16/2019
Printed Name:	Douglas Herman	Title:	City Administrator
Phone Number:	319-465-3577	Email:	dherman@ci.monticello.ia.us



MONTICELLO REGIONAL AIRPORT RUNWAY 15/33 EXTENSION

MONTICELLO, IOWA
27 NOVEMBER 2017



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



Agenda Item: **Z+3**
Agenda Date: 12/16/2019

Agenda Items Description: Resolution to approve Plat of Survey to Parcels 2019-75 and 2019-76. Resolution to approve closing statement between the City of Monticello and Tom & Alice Brighton, and authorizing transfer of property as previously approved.

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

Attachments & Enclosures:

Proposed Resolutions
Plat of Survey
Aerial
Purchase Agreement & Closing Statement

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The Proposed Plat of Survey creates two parcels, both to be transferred to Tom and Alice Brighton consistent with previously approved purchase agreement. Closing statement reflects terms of purchase agreement as well.

Background Information: This Resolution would approve the Plat of Survey to Parcels 2019-75 and 2019-76: These parcels are located just northwest of the intersection of 3rd and Diamond Drive and are currently owned by the City.

The Council previously, after accepting bids, agreed to sell the land shown by the Survey to the Brightons for the approximate sum of \$18,779.20, based upon estimated square footage of 10,670 at \$1.76 sf. with the Brightons and the City sharing equally in the surveying costs. (Brighton paid \$500 down and we do not yet have the Surveying Invoice or Survey Recordation costs.) The survey determined the size of the property to be 10,669 sf which, when calculated at \$1.76 sf totals \$18,777.44, very slightly less than originally calculated.

The P & Z has reviewed the Plat of Survey and recommends its approval.

Resolution #1 will approve the Plat of Survey to said parcels and Resolution #2 will approve the Closing Statement and authorize the transfer of the property consistent with the Purchase Agreement and Closing Statement.

Staff Recommendation: I recommend that the Council approve the proposed Plat of Survey to Parcels 2019-72, 2019-73, and 2019-74 followed by the Approval of the second Resolution to approve the Closing Statement and authorizing the transfer of the property.

The City of Monticello, Iowa

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

RESOLUTION #19-

Resolution Approving Plat of Survey to Parcels 2019-75, 2019-76

WHEREAS, A Plat of Survey creating Parcels 2019-75 and 2019-76 has been presented to the City Council for approval, same being located within the Monticello City Limits, and

WHEREAS, The City Planning and Zoning Board has reviewed the Plat of Survey and recommends its approval, and

WHEREAS, The City Council finds that the Plat of Survey creating two parcels to be sold by the City of Monticello to Tom and Alice Brighton as previously agreed to by the Council after holding a public hearing on the proposed sale should be approved, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcels 2019-75 and 2019-76.

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 16th day of December, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

INDEX LEGEND

LOCATION: LOT 1 OF THE SUBDIVISION OF THE NORTHEAST PART OF THE W1/2 SW1/4, SECTION 22, T86N, R3W IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA

REQUESTOR: THOMAS BRIGHTON

PROPRIETOR: CITY OF MONTICELLO, IOWA

SURVEYOR: BILL BURGER

SURVEYOR COMPANY: WM. BURGER LANDSURVEYOR

BILL BURGER, 510 3RD STREET WEST COURT, WORTHINGTON, IA 52078 | (563) 855-2028

PREPARED BY BILL BURGER 510 3RD STREET WEST COURT, WORTHINGTON, IOWA 52078 (563) 855 2028

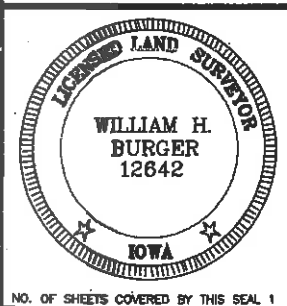
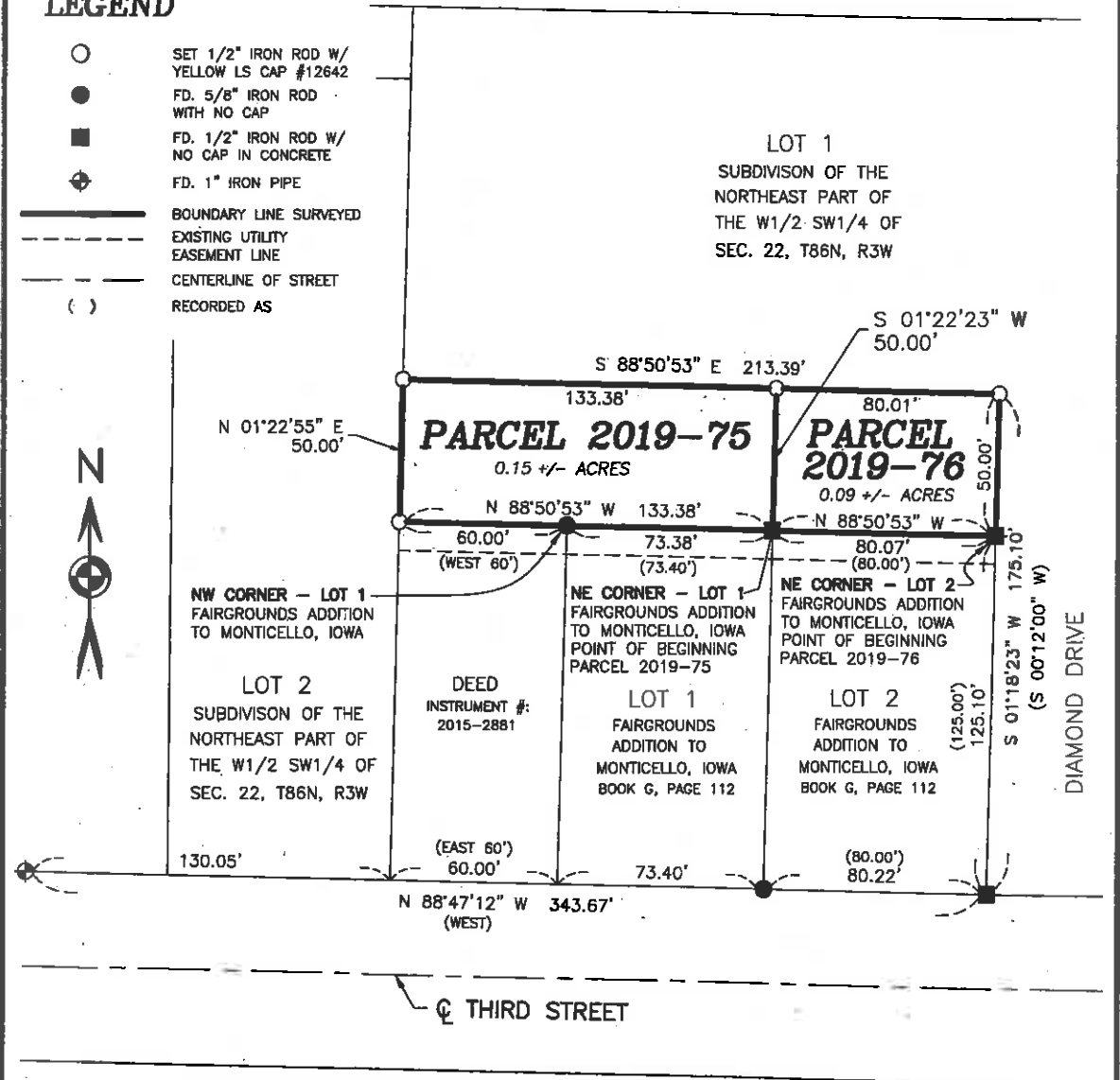
PLAT OF SURVEY

PARCEL 2019-75 & PARCEL 2019-76

PART OF LOT 1 OF THE SUBDIVISION OF THE NORTHEAST PART OF THE WEST HALF (W1/2) OF THE SOUTHWEST QUARTER (SW1/4) OF SECTION TWENTY-TWO (22), TOWNSHIP EIGHTY-SIX NORTH (T86N), RANGE THREE WEST (R3W) OF THE FIFTH PRINCIPAL MERIDIAN, IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA

LEGEND

- SET 1/2" IRON ROD W/ YELLOW LS CAP #12642
- FD. 5/8" IRON ROD WITH NO CAP
- FD. 1/2" IRON ROD W/ NO CAP IN CONCRETE
- ⊕ FD. 1" IRON PIPE
- BOUNDARY LINE SURVEYED
- - - EXISTING UTILITY EASEMENT LINE
- - - CENTERLINE OF STREET
- () RECORDED AS



DATE OF SURVEY: 11/14/2019

PROPRIETORS: SEE INDEX LEGEND

I HEREBY CERTIFY THAT THIS LANDSURVEYING DOCUMENT WAS PREPARED AND RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA. MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020

William H. Burger 12/9/19

WILLIAM H. BURGER #12642 DATE

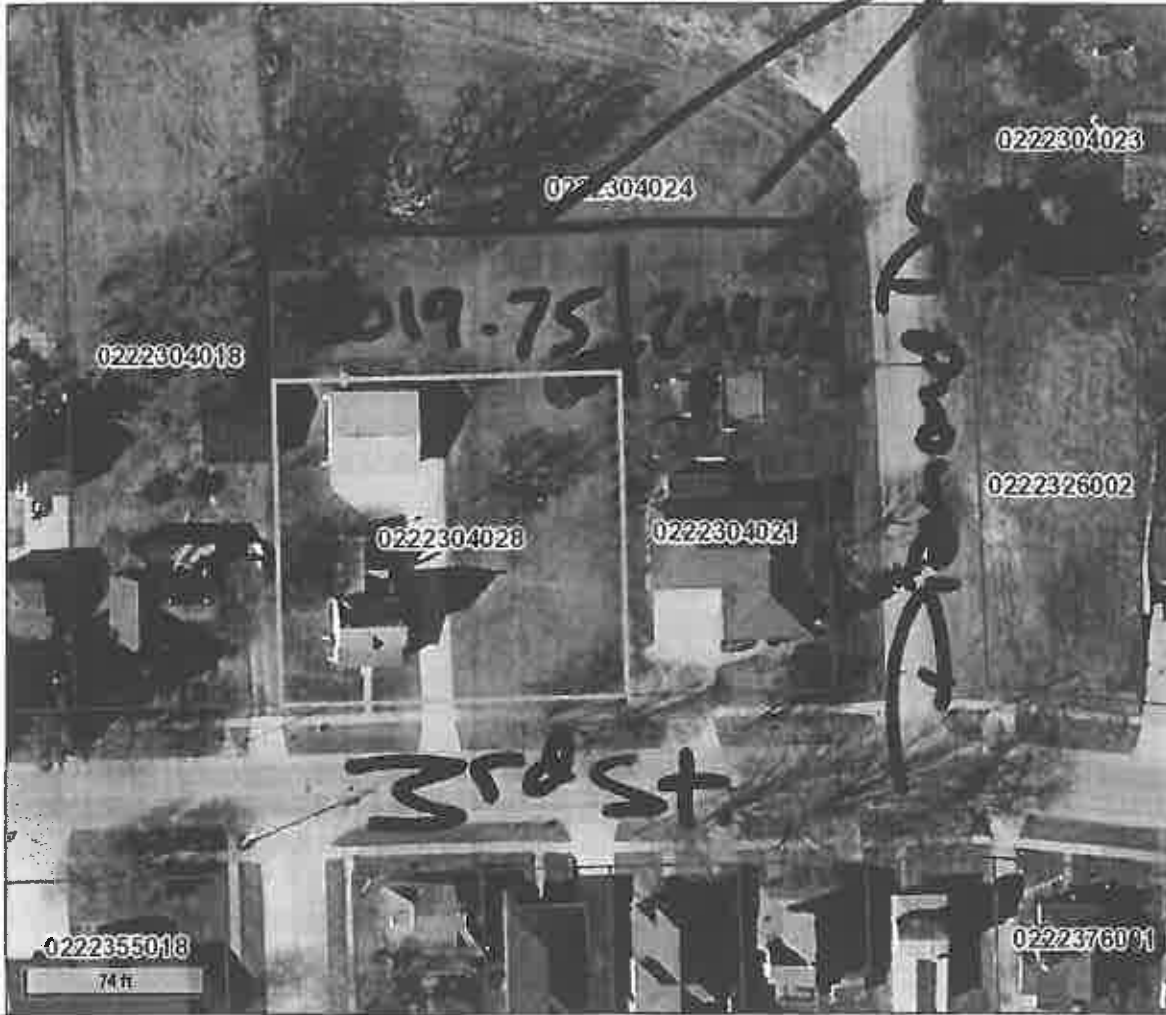
SHEET 1 OF 3

SCALE: 1" = 50'

Wm. Burger
LandSurveyor

510 3rd Street West Court
Worthington, Iowa 52078

Generally



Overview



Legend

- BLLs
- Parcels
- Cartography
- Major Roads

Parcel ID	0222304028	Alternate ID	013600	Owner Address	BRIGHTON, THOMAS E & ALICE J
Sec/Twp/Rng	n/a	Class	R		401 E 3RD ST
Property Address	401 E 3RD ST	Acreege	n/a		MONTICELLO IA 52310
	MONTICELLO				

District MONCO
Brief Tax Description S.D NE PTW 1/2 SW SEC 2260' X 125' SW COR LOT 1 & FAIRGROUNDS ADD LOT 1
 (Note: Not to be used on legal documents)

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

Date created: 12/10/2019
 Last Data Uploaded: 12/10/2019 5:21:07 PM

Developed by Schneider
 GEOSPATIAL

The City of Monticello, Iowa

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

RESOLUTION #19-

Resolution Approving Closing Statement between the City of Monticello and Tom and Alice Brighton, and authorizing transfer of property as previously approved.

WHEREAS, The City Council previously held a public hearing on the proposed sale of City property and immediately after the Public Hearing approved the sale of said City property to Tom and Alice Brighton, the terms thereafter being memorialized in a Purchase Agreement signed by the parties, and

WHEREAS, The Council has reviewed the terms of the purchase agreement as well as the proposed closing statement associated with this transfer and finds the terms of the closing statement to be accurate, consistent with, and representative of the terms of the purchase agreement, and, finds, therefore, that same should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the proposed Closing Statement and directs the City Administrator to prepare all necessary transfer documents and to thereafter proceed with the closing and transfer of the above parcels to Tom and Alice Brighton as previously 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 16th day of December, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

Parcels 2019-75 and 2019-76
City / Tom & Alice Brighton
12/17/2019
Closing Statement

Purchase Price of Property \$ 18,777.44

Down Payment \$ 500.00

Balance Due on Purchase \$ 18,277.44

Closing Costs

Shared Equally By the Parties:

Survey Preparation (Payable to Burger Surveying / William Burger)

Recordation fees of Survey (If not covered by invoice of Burger)

\$ (Waiting on Invoice)
\$

Seller Responsibility:

Preparation and delivery of transfer documents to Brighton

Buyer Responsibility:

Recordation of Deed and related documents (At Buyer Cost)

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



Agenda Item: # 4
Agenda Date: 12/16/19

Communication Page

Agenda Items Description: Resolution to approve Contract Change Order #1 related to Fire Truck purchase from Toyne, Inc.

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

Attachments & Enclosures:

Proposed Resolution

Toyne Contract Change Order #1

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

\$2,007 net

Synopsis: The Fire Dpt. went out to bid to purchase a new Tanker Truck on a Freightliner Chassis and received two bids. The Fire Chief recommends purchasing the new tanker truck from Toyne Inc.

Background Information: The City Council previously approved a bid from Toyne Inc. to build a new tanker truck for the Fire Dpt. at a cost of \$333,984.71 After approval of the bid, a group of Monticello Firemen traveled to Toyne to inspect the progress and to consider whether or not any final changes in design/set up were desired. Attached hereto is a list of changes resulting from that visit and discussions with Toyne. There are a total of 23 (twenty-three) changes proposed, some at additional cost and some at a reduced cost, with the net change order being an additional \$2,007.00, bringing the total cost to \$335,991.71

The Fire Dpt. Committee on this project and Chief recommend that the Change Order be approved with Chief Don McCarthy being given authorization to execute the Change Order agreement on behalf of the City. Money has been budgeted for this purpose.

Staff Recommendation: I recommend that Contract Change Order #1 be approved as proposed.

The City of Monticello, Iowa

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

RESOLUTION #19-__

Resolution to approve Contract Change Order #1 related to Fire Truck purchase from Toyne, Inc.

WHEREAS, The City Council previously approved the purchase of a new Tanker Truck from Toyne, Inc. by Resolution #19-_____, at a cost of \$333,984.71, and

WHEREAS, The Fire Chief and project committee determined that a number of generally small changes needed to be made to the truck as originally bid after visiting Toyne, those additional options determined to better fit their design/set-up needs, resulting in a net positive, or additional cost, Contract Change Order in the amount of \$2,007, and

WHEREAS, The Fire Chief and the project committee recommend that Contract Change Order #1 be approved as presented.

NOW, THEREFORE, BE IT RESOLVED that the City Council, in session this 16th day of December, 2019, does hereby approve of Contract Change Order #1 as presented and does hereby authorize Chief Don McCarthy to execute the Contract Change Order 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 16th day of December, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk



CONTRACT CHANGE ORDER #1

Department: Monticello Fire Department
 TID: 12724
 Dealer: Toyne Inc.
 Date: 11/20/19
 Billed Separately? no

This change order is a legal document that changes the content of the contractual agreement between Toyne, Inc. and the purchaser. It does not become effective until it is signed by all parties listed below. Each change must be numbered sequentially and must include the Quotewriter option number and price. If the item to be changed is not listed in the QW master file, the special pricing worksheet must be attached to this form.

Item #	Ind*	QW Number	Description of Change	Charge Amount
1	C	chassis	Change the aluminum wheel finish to Dura bright	\$315.00
2	CL	chassis	Air horn controls to be steering wheel and RH foot switch.	\$0.00
3	C	chassis	Change the non-SCBA air ride officer seat to a stationary SCBA seat set up for Bostrom Secure All bracket.	\$262.00
4	C	04-94-3500	Change the intake relief valves for the right and left side master intake valves to TFT A-18.	(\$110.00)
5	D	07-68-2000	Delete the Akron 3401 monitor support flange	(\$212.00)
6	A	08-01-1200	Add 1.75" cap with chain for the front bumper discharge.	\$46.00
7	CL	11-80-2500	Change the COLORS ONLY for the crosslays to white (rear xlay) and red (front xlay)	\$120.00
8	A	50-01-0240	Add hosebed material to the forward dunnage area of the hosbed.	\$415.00
9	C	50-03-5930	Change the rear of the tarp from velcro and footman loops to seat belt type connections.	\$125.00
10	D	50-20-3848	Delete the (4) pike pole storage area in the hard suction compartment.	(\$264.00)
11	A	51-05-0100	Add (3) sets of single unistrut for shelves	\$360.00
12	A	51-06-0100	Add (4) shallow depth shelves with turtle tile. Total of 8 shelves, with (2) in each tall compartment.	\$832.00
13	D	51-06-0205	Delete (5) full depth shelves with turtle tile.	(\$1,100.00)
14	A	52-02-0100	Add one set of adjustable track for SCBA	\$121.00
15	A	52-02-0200	Add (4) SCBA brackets for compartments. 2 in D2 and 2 in P2.	\$328.00
16	C	52-02-0567	Change the (4) IMMI SCBA seat brackets to Bostrom Secure All brackets to match chassis seats.	\$276.00
17	A	52-20-0500	Add (1) 250 lb rollout tray with turtle tile.	\$782.00
18	C	63-00-0450	Change the dash mounted controls to a center console.	\$0.00
19	C	66-11-1109	Change the upper zone C warning lights from red to split red/blue to match the other lights.	\$106.00

20	D	90-02-3005	Delete the VDR this is being provided by Freightliner.	(\$395.00)
21	CL	91-02-1700	Lettering and striping to be the same as last 4 door unit purchased. Truck number is MF8	\$0.00
22	C	94-75-0500	Move the air discharge connection from under the drivers door to the passenger walkway compartment.	\$0.00
23	CL	95-91-7500	Radio information for the intercom interface cable is Motorola CDM1250.	\$0.00
24				\$0.00
25				\$0.00

* IND - (CL) Clarification, (C) Change, (A) Addition, (D) Delete

Charge Amount
\$2,007.00

Amount added to final invoice for Change Order #1	\$2,007.00
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Amount to be Billed Separate on Change order #1	\$0.00
Amount to be Billed Separate from Previous Change Orders	\$0.00
Total to be Billed Separate	\$0.00

Customer Representative:

Chief McCarthy

Dealer Representative:

Toyne Inc. Representative:

Date Accepted:

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



Agenda Item: # 5
Agenda Date: 12/16/19

Communication Page

Agenda Item Description: Resolution scheduling Public Hearing on City of Monticello FY '20 Budget Amendments for January 6, 2020

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 '20 budget.

Background Information: Every year, generally once or twice, 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 a public hearing on the proposed budget amendments for January 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 2019/2020 Fiscal Year budget amendments for January 6, 2020 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 2019/2020 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, 2020, 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 January, 2020 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 2019/2020 budget amendment for the 6th day of January, 2020 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 16th day of December, 2019.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2019-2020 CITY BUDGET

The City Council of Monticello in JONES County, Iowa
will meet at 220 E First Street, Monticello, Iowa
at 6:00 PM on 1/6/2020
(Hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2020
(Year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property	1,942,615		1,942,615
Less: Uncollected Property Taxes-Levy Year	0		0
Net Current Property Taxes	1,942,615	0	1,942,615
Delinquent Property Taxes	0		0
TIF Revenues	210,385		210,385
Other City Taxes	353,727		353,727
Licenses & Permits	235,250		235,250
Use of Money and Property	240,516	7,750	248,266
Intergovernmental	644,222	186,139	830,361
Charges for Services	1,991,390	2,350	1,993,740
Special Assessments	13,625		13,625
Miscellaneous	240,496	152,136	392,632
Other Financing Sources	325,000	-214,905	110,095
Transfers In	1,223,518	124,090	1,347,608
Total Revenues and Other Sources	7,420,744	257,560	7,678,304
Expenditures & Other Financing Uses			
Public Safety	1,474,384	42,211	1,516,595
Public Works	851,035	71,976	923,011
Health and Social Services	0		0
Culture and Recreation	781,971	19,715	801,686
Community and Economic Development	172,774	78,822	251,596
General Government	569,668	-29,212	540,456
Debt Service	891,356		891,356
Capital Projects	1,075,000	1,867,062	2,942,062
Total Government Activities Expenditures	5,816,188	2,050,574	7,866,762
Business Type / Enterprises	1,682,233	135,283	1,817,516
Total Gov Activities & Business Expenditures	7,498,421	2,185,857	9,684,278
Transfers Out	1,223,518	124,090	1,347,608
Total Expenditures/Transfers Out	8,721,939	2,309,947	11,031,886
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	-1,301,195	-2,052,387	-3,353,582
Beginning Fund Balance July 1	3,940,781		3,940,781
Ending Fund Balance June 30	2,639,586	-2,052,387	587,199

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

Revenue increases from the Sale of City property and sanitation trucks. Grant proceeds for Ambulance, Library storywalk, Fountain Park, Airport Master Plan and E 1st Street Bridge. City is not proceeding with the Sixth Street Ditch Project, so will not be bonding to help cover project costs. City received many donations for Library furniture, Park Improvements and purchase of an Ambulance. Will be using cash on hand to complete N Sycamore Street Project and E 1st Street Bridge projects and other expenses.

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

Sally Hinrichsen

City Clerk/ Finance Officer Name

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



Agenda Item: *Reports*
Agenda Date: 12/16/2019

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

1. PD Reports (Oct. Nov.)
2. Nesper Sign Dig. Sign Options
3. MYBSA 2019 Profit Loss
4. League of Cities Service Line Protection information
5. State Farm Letter Re: House Fire at 602 N. Cedar Street
6. Rate Study Article (Magazine "Source" put out by Midwest Assistance Program.

Fiscal Impact:

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

- **City Engineer Report**
 1. N. Sycamore Street update / other
- **PW Director Report**
 1. Miscellaneous
- **Police Chief Report**
 1. Written Reports attached to the packet. (See Chief with questions.)
- **Administrator Report**
 1. Digital Sign Discussion / Review (See Attachments)
 2. MYBSA Profit/Loss from Brian Gogel.
 3. League of Cities Service Line Protection information / insurance.
 4. State Farm Letter. Note what is referred to as the Demolition Reserve. I requested that this be withheld to ensure that the City would have money to apply towards demolition if the owner walked away from the property. (Should be common practice in all fire situations.)
 5. Short Article on Rate Studies



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

From the Office of:

Chief of Police

Britt D. Smith

POLICE DEPARTMENT ACTIVITY

For the month of:

OCTOBER 2019

Total Calls for Service: 250 (2828 for 2019)

Traffic Stops: 64

Citations: 13

Parking Citations: 0

Arrests: 15, (Domestic Assaults 2, Public Intoxication, Simple Assault, Possession Controlled Substance 2, Possession Drug Paraphernalia 2, Public Impairment and 6 Warrants)

Accidents Investigated: 10

EMS Assists: 36

Nuisance Warnings: 7

Use of Force: 0

Public Complaints: 0

Information:

We executed a search warrant on a storage garage in Monticello and recovered stolen property from 4 different burglaries that we had taken reports from. Charges for burglary and possession of stolen property will be filed on the individual renting the storage facility as soon as all the remaining property has been identified and returned. This was a significant discovery for us and will more than likely aid in the solving of additional burglaries around the area as well.

As always, if you have any questions feel free to contact me.

Britt



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

From the Office of:

Chief of Police

Britt D. Smith

POLICE DEPARTMENT ACTIVITY

For the month of:

NOVEMBER 2019

Total Calls for Service: 281 (3109 for 2019)

Traffic Stops: 91

Citations: 22

Parking Citations: 2

Arrests: 6, (Domestic Assault, Possession of Marijuana, Warrant, Violation of No Contact Order, Public Intoxication, Theft 5th)

Accidents Investigated: 10

EMS Assists: 32

Nuisance Warnings: 6

Use of Force: 0

Public Complaints: 0

Information:

November has been a month of chasing stolen property. We have continued to locate property and resolve previous theft/burglary investigations.

November is the start of the FY '20 Governors Traffic Safety Grant program that we annually participate in. As part of our participation we will again be receiving funding for a traffic speed sign that will be utilized to combat traffic complaints throughout the community.

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

The month of November saw an increase in the number of juveniles using vapes or tobacco related within the schools. Truancy issues, and fighting among kids also seemed to have been increased through the month of November which has kept our school resource officer busy.

As always, if you have any questions feel free to contact me.

Britt

NESPER SIGN ADVERTISING, INC.

C E D A R R A P I D S , I O W A • N A T I O N A L

Proposal

Number: 37560

Date: 12/09/19

INSTALLED AT:

MONTICELLO POLICE DEPARTMENT

201 E SOUTH ST
MONTICELLO IA 52310

MONTICELLO POLICE DEPARTMENT
US HWY 151
MONTICELLO IA 52310
MADONNA STANER

Nesper Sign hereby proposes to furnish all the materials and perform all the labor necessary for the completion of:
ALL QUALITY MATERIALS AND PROFESSIONAL LABOR AND EQUIPMENT TO PERFORM THE FOLLOWING SCOPE OF WORK.

OPTION A: REMOVE EXISTING ELECTRONIC MESSAGE CENTER AND JUNK AT NESPER PLANT.
LEAVE POLES AND TOP MONTICELLO ID SIGN AS IS.
QUOTE: \$3,911.00 (TAX EXEMPT)

OPTION B: IF AT SAME TIME, REPAINT POLES BLACK.
QUOTE: \$1,991.00 (TAX EXEMPT)

OPTION C: REPAIR OUTAGES IN MONTICELLO ID SIGN. WORK TO BE COMPLETED ON A TIME AND MATERIAL BASIS.
QUOTE: \$160.00/PER HOUR + MATERIALS (TAX EXEMPT) - BUDGET APPROX: \$2,000.00

OPTION D: REMOVE ENTIRE SIGNS AND POLES AT GRADE AND JUNK AT NESPER PLANT.
INCLUDES MONTICELLO SIGN, MESSAGE CENTER, AND TWO (2) POLES. NESPER TO CAP HOLES AT GRADE WITH STEEL PLATES. POWER REMOVED BY OTHERS AT EXTRA COST.
QUOTE: \$6,810.00 (TAX EXEMPT)

All material is guaranteed, as limited by paragraph 5 in the additional terms and conditions, to be as specified, and the above to be in accordance with the drawings and or specifications submitted for the above work and completed in a workmanlike manner for the sum of:

DOLLARS: SEE ABOVE

TERMS: 1/2 DOWN, NET 30 DAYS

Maximum Payment by Credit Card is \$5000.00

(INTEREST OF 1.5% WILL BE ADDED TO PAST DUE ACCOUNTS)



MIKE SCHULTE

4620 J. St. SW • Cedar Rapids, IA 52404-4928
(319) 366 - 5312 • Fax (319) 366- 6493 • 800 332-8403





NESPER SIGN ADVERTISING, INC.

C E D A R R A P I D S , I O W A • N A T I O N A L

Proposal

Number: 37560

Date: 12/09/19

INSTALLED AT:

MONTICELLO POLICE DEPARTMENT
 201 E SOUTH ST
 MONTICELLO IA 52310

MONTICELLO POLICE DEPARTMENT
 US HWY 151
 MONTICELLO IA 52310
 MADONNA STANER

Nesper Sign hereby proposes to furnish all the materials and perform all the labor necessary for the completion of:

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. I agree to the additional terms and conditions on reverse side.

BUYER

NESPER SIGN ADVERTISING, INC.

By _____

By _____

Title _____

Title _____

Guaranteed by _____

Contract Date _____

SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS

4620 J. St. SW • Cedar Rapids, IA 52404-4928
(319) 366 - 5312 • Fax (319) 366- 6493 • 800 332-8403



NESPER SIGN ADVERTISING, INC.

ADDITIONAL TERMS AND CONDITIONS

- 1) This proposal (the "Agreement") is made for specially constructed equipment and when accepted is not subject to cancellation. Nesper shall not be responsible for errors in plans, designs, specifications or drawings furnished by buyer or for defects caused thereby.
- 2) Nesper shall commence the construction of display and prosecute the work thereon with the due diligence until completion. All obligations to be performed by Nesper hereunder shall be subject to delay or failure resulting from war, fire, labor disputes, unforeseen commercial delays, acts of God, regulations or restrictions of the Government or public authorities, or other accidents, forces, conditions or circumstances beyond Nesper's control.
- 3) Buyer shall be responsible for securing and maintaining in force all necessary permits from the owner of the premises upon which display is to be installed, and for all other private permissions necessary for the maintenance, use, and existence of display. Nesper shall apply for public permits. Buyer shall be responsible for additional costs incurred should procedures other than normal permit applications be required. Nesper shall not be obligated to commence construction of display until public permits have been issued. If public permits are denied after every reasonable effort by both parties to secure the same, then agreement shall terminate without liability to either party.
- 4) Buyer shall (a) bring feed wires of suitable capacity and approved type to the location of the display, and make connection thereto, (b) pay for all electrical energy used by display, and (c) be responsible for the supply thereof. In the event substantially adverse building or soil conditions or underground obstructions are encountered at delivery site, parties agree to adjust installation cost to extent of Nesper's additional cost.
- 5) Nesper unconditionally warrants, as set forth on the prior page, the signs against defective workmanship and materials for 90 days from date of shipment or installation, if installation is effected by Nesper, and disclaims all other warranties, including the implied warranties of fitness and merchantability. Any part found by Nesper to be defective due to faulty workmanship or materials, within the warranty period, will be repaired or replaced f.o.b. point of production. Other than the replacement of such defective work or material, Nesper shall not be liable for any damage or losses, including but not limited to incidental or consequential damages, whether breach of contract or negligence, and Buyer's sole remedy shall be limited to the replacement of defective work or material.
- 6) Payment for items purchased under the terms of this agreement will be made upon receipt of invoices submitted. In the event payment is not made as agreed, Buyer agrees to pay a service charge on past due amount from the times they are due, thirty (30) days from invoice date, at the rate of 1 1/2% per month. In the event Nesper takes action to enforce the terms of this Agreement, attorney's fees shall be added.
- 7) Title to all materials and property covered by this contract shall remain in Nesper and shall not be deemed to constitute a part of the realty which it may be attached until the purchase price is paid in full. Nesper is given an express security interest in said material and property both erected and unereccted notwithstanding the manner in which such personal property shall be annexed or attached to the realty. In the event of default by Buyer, including, but not limited to, payment of any amounts due and payable, Nesper may at once (and without process of law) take possession of and remove, as and when it sees fit and where found, all materials used or intended for use in this construction of said equipment and any and all property called for in the Agreement without being deemed guilty of trespass.
- 8) When the Agreement is signed by a duly authorized person of each party, all provisions contained herein become integral parts of the Agreement, and there is no other agreement or understanding of any nature specifically incorporated herein by reference.
- 9) This Agreement shall be governed by and construed in accordance with Iowa law, and Buyer agrees to submit any disputes arising in connection with this Agreement to the exclusive jurisdiction of the Linn County District Court.

This Agreement, with all conditions as noted, is herewith accepted by both parties.

OPTIONAL ELECTRIC SIGN MAINTENANCE AGREEMENT (the "Sign Agreement")

Make prompt inspection of display on Customer's request.
Repair or replace inoperative luminous tubes.
Replace burned out incandescent and/or fluorescent lamps.
Replace defective transformers and/or ballasts.
Repair defective wiring within display.
Replace broken or defective housing, sockets, tube supports and insulators.
Clean display completely once each year.
Maintain flasher(s).
Repaint all exposed painted surfaces as needed.
Repaint tube cross-over sections as needed.

Electrical wiring service to the display and controls of same located outside the sign body, and repair or replacement of plastic or metal components, are not included in this Sign Agreement.
Does not include replacement of neon tubes or LED's that dim over time through natural processes.

RATE PER MONTH \$ _____ Months

The services rendered under this Sign Agreement begin one year after installation and remain in force for a period of 12 months and are to continue thereafter for similar periods of time unless written notice of termination is given thirty (30) days prior to the expiration of such terms.

Date _____ Signed _____

Doug Herman

From: Brian Gogel <bgogel@citizensstateonline.com>
Sent: Monday, November 11, 2019 3:21 PM
To: Doug Herman
Subject: Profit/loss
Attachments: Profit loss.pdf

Hi Doug:

Attach is our profit/loss for 2019. The past 3-4 years have been very consistent in performance with the exception of last year. We had to refund \$8,225 entry fees and were down \$7,000 in gross concession revenue due to rain out tournaments. Hopefully we can eliminate the \$8,225 in tournament refund checks.

Will see a reduction in concession in 2020 due to Booster club taking over the concession stand for high school games.

Will have about \$20,000 in expenses at new ball field at Shannon School for 2020.

These should be the only significant differences from last year.

Let me know if you have any questions.

~~Citizens State Bank has implemented ZivCorp's email encryption service. To learn more click here.~~

Brian D Gogel
Financial Advisor
Citizens State Bank
117 W 1st ST
PO Box 517
Monticello, Iowa 52310
PH: 319.465.6800
Fax: 319.465.6507
<http://www.citizensstateonline.com/>

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

From: donotreply@citizensstateonline.com <donotreply@citizensstateonline.com>
Sent: Monday, November 11, 2019 3:10 PM
To: Brian Gogel <bgogel@citizensstateonline.com>

3:04 PM

11/11/19

Accrual Basis

Monticello Youth Baseball Softball Association
Profit & Loss
January 1 through November 11, 2019

	<u>Jan 1 - Nov 11, 19</u>
Ordinary Income/Expense	
Income	
City Reimbursement	5,000.00
Concessions - Weekend	11,789.50
Concessions Weekday	21,420.69
Greater Dubuque Foundations	4,300.00
Registration Fees	32,428.00
Total Income	<u>74,918.19</u>
Expense	
Bank Fee	19.00
Cell Phone	114.00
Chalk	1,143.92
Concession Help	7,726.53
Concession Manager	3,500.00
Concessions Exp	13,350.85
Concessions Weekend	0.00
Facilities and Equipment	1,684.04
Facilities Updates	162.20
Field Maintenance	10,466.59
Lawn care	300.00
Medals	747.55
New Field	4,300.00
New Score Board	1,665.61
PO Box Rent	84.00
Porta Potties	1,095.00
Refund	8,225.00
Repair Pitching Mound	1,032.72
Start Up Cash	4,250.00
Tournament Director	5,000.00
Umpire Expense	8,975.00
Total Expense	<u>73,822.01</u>
Net Ordinary Income	<u>1,096.18</u>
Net Income	<u><u>1,096.18</u></u>



T2 P1 *****AUTO**MIXED AADC 320
Brian Wolken
Mayor
City of Monticello-IA
200 E 1st St
Monticello, IA 52310-1501

October 24, 2019



Dear Brian:

The Iowa League of Cities is pleased to endorse the National League of Cities (NLC) Service Line Warranty Program. Offered at no cost to League members, the NLC Service Line Warranty Program, administered by Utility Service Partners, Inc. (USP), educates homeowners about their service line responsibilities and offers affordable protection from unanticipated service line repair costs. Homeowners in participating cities and towns are eligible to purchase low-cost repair service plans for broken or leaking outside water and sewer lines, covering up to \$8,500 per occurrence.

Benefits to residents and municipalities include:

- Educates homeowners and reduces local officials' frustration
- No cost for Iowa cities to participate
- Affordable rates for residents
- Increases citizen satisfaction

Important features of the program:

1. USP pays for the repairs, not your residents
2. Customers are provided with a 24/7/365 repair hotline staffed with live agents
3. All repairs performed to local code by rigorously vetted, licensed and insured local contractors
4. USP is responsible for all aspects of the program, including marketing, billing, customer service, and performing all repairs

The League has chosen to partner with USP, a HomeServe company, because of its outstanding national reputation. USP is a BBB Accredited Business with an A+ rating. This is the only protection program endorsed by the National League of Cities, multiple state municipal leagues and over 600 municipalities in North America.

There are currently 73 Iowa municipalities offering this program, with over 70,000 Iowa homeowners participating. In the last three years the program has saved Iowa residents over \$7 million. The Iowa League of Cities encourages you to consider adopting the NLC Service Line Warranty Program for your municipality.

For more information, please contact Ashley Shiwarski of USP. She can be reached at 724-749-1097 or AShiwarski@UtilitySP.net. Their website is www.utilitysp.net.

Sincerely,

A handwritten signature in black ink that reads "Alan W. Kemp".

Alan Kemp
Executive Director

November 19, 2019

Olivia Sunlin
602 N Cedar St
Monticello IA 52310-1211

State Farm Claims
PO Box 106169
Atlanta GA 30348-6169

COPY

RE: Claim Number: 15-03C0-17B
Date of Loss: November 5, 2019
Our Insured: Olivia E Sunlin

Dear Ms. Sunlin:

602 N Cedar Street, Monticello, Iowa sustained fire damage on the above-referenced date of loss. We have received a proof of loss for a sum exceeding 75% of the value of the policy. Iowa law requires fire and casualty companies to hold a demolition cost reserve under such circumstances. In general, insurers must reserve \$10,000.00 or 10% of the payment, whichever is greater, to cover demolition costs under the circumstances if:

- A. The property without repairs is uninhabitable or unfit for its purpose.
- B. The property owner has submitted a proof of loss for a sum exceeding 75% of the face value of the policy.

Therefore, to be in compliance with Iowa Statute I.C.A., sec. 515.139, I am notifying you that a reserve for demolition costs has been withheld.

It is my understanding that the City shall release all interest in the demolition cost reserve within 180 days after receiving notice of the existence of the demolition cost reserve unless the City has instituted legal proceedings for the demolition of said building and has notified the insured in writing of the institution of such legal proceedings. Failure of the City to notify the insured of such legal proceedings shall terminate the City's claim to any proceeds from the reserve.

A reserve for demolition cost shall no longer be required if:

- A. The insurer has received notice from the insured and the City Council that the insured has commenced repairs to the properties or has commenced demolition of the property.
- B. The City has failed to notify the insurer as provided above.

If the City is required to demolish the damaged property at City expense after instituting legal proceedings, emergency actions, or obtaining waivers for the demolition of the building or other insured structure, the City shall present to the insurer the actual costs of the demolition of the property, including engineering, legal and other demolition project costs, and the insurers shall

15-03C0-17B
Page 2
November 19, 2019

compensate the City for the actual cost of the demolition project up to the amount in a demolition cost reserve. Any amount left from the demolition cost reserve after the cost of demolition of the property is paid to the City shall be paid to the insured if the insured is entitled to the remaining proceeds under the policy. The insurer is not liable for any amount in excess of the limits of the liability set out by the policy.

This letter is notice of our compliance with Iowa law. Please contact us if you have any questions.

Sincerely,

Emili Grissom
Claim Specialist
(844) 458-4300 Ext. 3099945644

State Farm Fire and Casualty Company

cc: City of Monticello

COPY

Rate Studies – Why are they Necessary?

By Aubrey Neussendorfer, Technical Assistance Provider

Often times the most difficult issue an elected official must deal with is if their utility rates bring in enough income to cover the costs of the utility. Some state laws mandate that any municipal utility must be self-sufficient. However, it is best practice even if law does not require it.

Revenues collected from utility sales, services, and any additional sources must equal expenses, operating and non-operating costs in a utility. What is paid into the system must at least equal what is paid out.

This concept can be a source for many disagreements between elected officials, and between elected officials and users within the utility system. These disagreements can evolve into the idea of changing rates or having a rate study completed. Both options are often avoided, however, it is the elected officials' duty to work through these difficult tasks to ensure the utility is sustainable and in a good place moving forward to continue to provide the best quality of product and services to its users.

The best time to complete a Utility Rate Study is during the annual budget preparation process. During this process, financials and expenses for the next year are reviewed, planned and discussed. When a rate study is completed during the annual budget process, it allows for small, annual increases to the rates to be implemented. This will accommodate for things such as inflation or building reserves for future improvement projects. These gradual annual rate increases will be easier to implement and be more acceptable to users of the system, as opposed to implementing large, sporadic increases.

Each year, as new rules and regulations are passed, expenses incurred by utilities will continue to increase. With so much of the utility's infrastructure underground, it is hard for elected officials to understand where those dollars are spent. The items used within a utility system are expensive, essential capital costs. Regular improvements to a utility

results in a safe and healthy environment, and promotes economic growth for the community.

Four factors should be considered when establishing a good rate structure for your utility:

- Generate adequate income to pay for the total cost of the system,
- Distribute the costs of the system fairly across all user classes,
- Allow for the customer accounting to be easily performed, and
- Be easily understood and accepted by the consumer.

It is very important to have the customer understand and accept the rate structure officials adopt and implement. A utility will receive more customer support if the rates are fair and equitable to all user classes. Elected officials should also consider how the rate structure affects the billing procedures performed by utility staff. If a complex rate structure is implemented within a small utility system, it will not only increase the costs to administer, but also confuses the users and ultimately leads to less acceptance of other management policies in the future.

Many other functions can be built into a rate structure to accommodate the specific needs and goals of a utility. For example if an elected board wishes to promote water conservation, a rate structure can be designed to increase based on water consumption by users. This type of rate structure is called an "increasing block rate". Alternatively, if an elected board would like to provide a service to low-income consumers at a price below the actual cost of producing the water this is called a "lifeline rate".

Rate Studies should become a routine and essential tool utilized by elected officials within every utility system. If you would like assistance in having a rate study completed for your utility, please contact MAP at map@map-inc.org and a Technical Assistance Provider in your area will contact you.

~~RCAP Support...continued from Pg. 6~~

~~that, the city clerk stepped down citing job responsibilities, and turnover on the Board deprived the project of its two major advocates. The contractor, citing prior scheduling commitments, did not begin work when expected and the entire 2018 construction season was lost. At this point the project appeared to be in serious jeopardy, and MO DNR's patience was definitely being put to the test.~~

~~This is where perseverance came in. Although not authorized to speak directly for the city with MO DNR Enforcement, TAP Kormann remained in contact with their staff while Board President Koenigsfeld was able to obtain another time extension to June 30, 2019 with no additional fines imposed. Just as the contractor was preparing to mobilize in November, early wintry weather intervened and the project was once again delayed. As spring arrived, concrete began pouring to create a new liner and roof for the reservoir. Additional work, including replacement of the dilapidated wellhouse, did generate a cost overrun but by late June the work was substantially complete. Once final cleanup and punch list items are completed, it is expected that MO DNR and the city will be able to formally close the book on this very interesting and challenging project.~~

~~Today the 139 citizens of Morrison--that unique little community located in both the hills and valleys of Central Missouri--enjoy the benefits of the world's most important resource, safe drinking water.~~