

City of Monticello, Iowa

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Final Agenda Posted on January 17, 2020 at 1:00 p.m.

Monticello City Council Regular Meeting January 20, 2020 @ 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:	Gary Feldmann	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	January	06, 2020
Approval of Payroll	January	16, 2019
Approval of Bill List		
Approval of Treasurer's Report, December, 2019		
Approval of Dollar General Liquor License		
Approval of Legacy Lanes Liquor License		
Approval of City Board Appointments (P & Z; Board of Adjustment, Soldiers Memorial)		

Public Hearing: None

Motions: None

Resolutions:

1. **Resolution** to approve Plat of Survey to Parcel 2020-22. (Two-Mile Jurisdiction)
2. **Resolution** to approve Plat of Survey to Parcels 2020-26 and 2020-27.
3. **Resolution** to approve Plat of Survey to Parcels 2020-30 and 2020-31.
4. **Resolution** to approve Ambulance Department Management Plan.
5. **Resolution** to approve submission of Catalyst Grant, Derelict Building Grant, and other grants to renovate City owned property located at 103 W. 1st Street.

Ordinances: None

Reports / Potential Action

- **PW Director Report**
- **Park and Recreation Report**
 - 2019 Review
 - 2020 Preview
 - Park Fence Discussion
 - Equipment Request
- **City Administrator Report**
 - Iowa's Ride Update
 - Monti in Motion Car Show Update
 - City Banners Update
 - Hometown Pride Update
 - Intlekofer Property, 502 S. Cedar (R-1 versus R-2, appeared intended use.)
- **Mayor Wolken 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.

City Council Work Session: Public Welcome to Stay but comment or interaction of Council is at the Discretion of Mayor

Code of Ordinances Review

FY '20-'21 Budget Review

Review City of Monticello Rules of Order & Procedure for Conduct of City Council Business originally adopted in December, 2001

Regular Council Meeting
January 6, 2020 – 6:00 P.M.
Community Media Center

Mayor Brian Wolken called the meeting to order. Council present: Dave Goedken, Brenda Hanken, Gary Feldmann, 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 and City Engineer Patrick Schwickerath.

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

Lux moved to approve the consent agenda, including the following Board appointments: Andrea Janssen to replace Kim McQuillen on the Park Board; reappoint Harry Baumann on the Cemetery Board; reappoint Ellen Strittmatter and Donald Tapken to the Library Board; Appoint Lisa Stevens to fill vacancy on the Library Board; Appoint Gaylen Kray and Marv Kelchen to fill vacancies on Tree Board. Langerman seconded, roll call unanimous.

Mayor Wolken opened the public hearing on the proposed Fiscal Year 2019/2020 Budget Amendments. Hinrichsen received no written or oral comments. Hanken questioned if the funds were on hand for North Sycamore Street project amendments and why this was not already in the budget. Herman explained that staff estimated the amount of construction work to be completed and to be paid for in last fiscal year higher than what the contractor did, so needs to be added to this budget and the funds were on hand. Mayor Wolken closed the hearing on the Fiscal Year 2019/2020 budget amendments. Langerman moved to approve Resolution #2020-01 Amending the Current Budget Fiscal Year ending June 30, 2020, Goedken seconded, roll call unanimous.

Herman stated the Iowa Caucuses are scheduled on the same night as the February 3rd Council meeting. Yeoman moved to reschedule February 3, 2020 City Council Meeting to February 4, 2020 to avoid conflict with Iowa Caucuses, Goedken seconded, roll call unanimous.

Jones County Extension & Outreach Youth Program Specialist, Jacki Luckstead and Youth Program Coordinator Molly Schmitt reported the curriculum for this year's Summer Discovery camp theme will be STEM in Action: Wild Feet Exploration. Last year, 43 kids attended the Monticello camp, with a total of 111 attending the six camps in Jones County. Luckstead requested \$500.00 to assist in the cost of the program again this year. Goedken moved to approve Resolution #2020-02 Approving contribution to Jones County Extension Programing in the amount of \$500.00, Lux seconded, roll call unanimous.

Jones County Tourism President Becky Dirkshaugsted reviewed various tourism events and requested \$.30 per capita assessment of \$1,139.00 and 4% of the Monticello Hotel/Motel tax. Hanken moved to approve Resolution Approving funding/investment in Jones County Tourism in the amount of \$1,139.00 and 4% of the hotel/motel taxes for FY 2021, motion died due to the lack of a second. Goedken moved to approve Resolution #2020-03 Approving funding/investment in Jones County Tourism in the amount of \$1,139.00 for FY 2021, and requesting they come back to Council, if they wanted the Hotel/Motel tax for a specific event, Lux seconded, roll call unanimous.

Jones County Economic Development, Executive Director, Derek Lumsden reviewed various projects he worked on last year including the Parks to People Grant, Hometown Pride Grant, daycare opportunities and working on a few business prospects. He is in Monticello office, 2 to 3 days a week. The Council had informally approved a 3 year commitment of \$10,000.00 per year and this is the third year of that commitment. Steve Hanken, 823 S Main, questioned where this would be paid from, and Herman stated the general fund. Lux moved to approve Resolution #2020-04 approving JCEDC Investment for FY '21 in the amount of \$10,000.00, seconded by Langerman, roll call unanimous.

Wolken suggested setting up a Board to review projects requesting hotel/ motel taxes and to set the criteria for the funds to be used.

Yeoman moved to approve Resolution #2020-05 Approving the Written Investment Policy applicable to all Funds of the City of Monticello, Iowa, as required by Chapters 12B and 12C of the Code of Iowa, seconded by Langerman, roll call unanimous.

Goedken moved to approve Resolution #2020-06 Designating the Monticello Express as the Official Publication Newspaper for City of Monticello, seconded by Lux, roll call unanimous.

Herman reported a new requirement related to the budget process was passed in the 2019 State of Iowa Legislative session which requires an additional public hearing to be held regarding the tax levy rate. Goedken moved to approve Resolution #2020-07 Scheduling Public Hearing for the purpose of Considering the Maximum Tax Dollars to be collected by the City from Certain Levies for the City's Proposed Fiscal Year 2020-2021 Budget for February 4, 2020 at 6:00 p.m., seconded by Yeoman, roll call unanimous.

Herman reviewed Horsfield Construction's change orders #5 and #6. Goedken moved to approve Resolution #2020-08 Approving Change Order #5 in the amount of \$47,180.26 and Change Order #6 in the amount of \$29,555.41, related to contract between the City of Monticello and Horsfield Construction, seconded by Lux, roll call unanimous.

Herman reviewed Horsfield Construction final pay request in the amount of \$149,699.39. Once project is accepted the four year guarantee maintenance period starts. Yeoman moved to approve Resolution #2020-09 Approving Pay Request #9 from Horsfield Construction related to North Sycamore Street Reconstruction Project in the amount of \$149,699.39 and approving final acceptance of project. Langerman seconded, roll call unanimous.

Herman reviewed various options regarding the digital sign. Steve Hanken felt the City should go out to bid for the sign work. Smith stated he initially sent our requests to 5 sign companies and only 3 responded. Council discussed removing sign completely or removing the digital portion of the sign and keeping Monticello portion. No consensus was reached, Goedken moved to table the Monticello Digital Sign action plan and requested staff to get more information related to sign and possible new signs at the two entrance ramps into Monticello. Hanken seconded, roll call unanimous.

Kahler reviewed price options for a Skid Loader mounted Jack Hammer. The Jack Hammer would primarily be used to bust through concrete when necessary, such as water main breaks and other street or sidewalk repairs. No consensus was reached, Hanken moved to table

purchase of Skid Loader mounted Jack Hammer and requested Kahler to get additional information, Goedken seconded, roll call unanimous.

Kahler reviewed price options for a Vermeer Brush Chipper to be used by the Public Works and Parks Departments. Langerman moved to approve Resolution #2020-10 To approve purchase of a Vermeer Brush Chipper, Goedken seconded, roll call unanimous. Kahler was directed to negotiate with the two dealers, with a not to exceed price of \$16,000.00.

Schwickerath stated the final assessments for the North Sycamore Project would be ready for the February meeting.

Schwickerath updated Council on the proposed East 7th Street project. Goedken questioned if the project could be split, with the street section east of Sycamore Street as one bid option and the street section west of Sycamore Street as a second bid option. Schwickerath stated that could be done and also reported that the Gill Street and Sixth Street intersection will be a bid alternative.

Council questioned **status** of the Sixth Street Ditch project. Schwickerath stated the design work is completed. Herman stated he is working on a USDA Grant for some possible funding. Herman stated they have not pursued easements at this time.

Kahler reported roadway shoulder work was done along South Main Street, as the weather allowed. Department continues to trim trees, as time allows.

Herman suggested forming an Ambulance Department Review Committee. Herman and Smith have been working on ideas on Ambulance leadership and County/Township investment requests and would like to review options with the Committee before bringing to the full Council.

Langerman move to adjourn at 7:53 P.M. Council took a short recess before starting the work session regarding the City Code Book which lasted till 9:57 P.M.

Brian Wolken, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - JANUARY 16, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	December 30, 2019 - January 12, 2020				
Devin Arduser	\$ 45.96	\$ -	0.00	0.00	\$ 39.40
Brian Bronemann	21.12	-	0.00	0.00	18.10
Carter Bronemann	391.50	-	0.00	0.00	288.72
Dawn Brus	3,113.44	1,130.06	0.00	0.00	2,086.87
Drew Haag	408.48	-	0.00	0.00	343.23
Mary Intlekofer	1,945.13	34.13	0.00	0.00	1,327.40
Dean Jensen	130.50	-	0.00	0.00	111.89
Brandon Kent	2,701.56	972.56	0.00	0.00	1,767.95
Jim Luensman	682.50	-	0.00	0.00	518.82
Lori Lynch	2,309.13	34.13	0.00	0.00	1,545.37
Dave McNeill	227.04	-	0.00	0.00	193.66
Mandy Norton	112.24	-	0.00	0.00	96.23
Shelly Searles	1,911.00	-	25.00	63.38	1,330.66
Jeff Silver	261.00	-	0.00	0.00	221.79
Sabrina Strella	119.52	-	0.00	0.00	102.48
Brenda Surom	273.00	-	0.00	0.00	212.02
Chris Szymanowski	2,343.25	68.25	0.00	0.00	1,543.23
Jenna Weih	1,237.50	337.50	0.00	0.00	925.87
Curtis Wyman	450.00	-	0.00	0.00	303.41
TOTAL AMBULANCE	\$ 18,683.87	\$ 2,576.63	25.00	63.38	\$ 12,977.10
CEMETERY	December 28, 2019 - January 10, 2020				
Dan McDonald	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,197.58
TOTAL CEMETERY	\$ 1,656.00	\$ -	0.00	0.00	\$ 1,197.58
CITY HALL	December 29, 2019 - January 11, 2020				
Cheryl Clark	\$ 1,691.89	\$ 7.89	4.50	39.00	\$ 1,142.92
Doug Herman	4,201.46	-	0.00	0.00	2,946.40
Sally Hinrichsen	2,488.06	-	0.00	0.00	1,446.12
Nanci Tuel	1,486.40	-	0.00	0.00	979.74
TOTAL CITY HALL	\$ 9,867.81	\$ 7.89	4.50	39.00	\$ 6,515.18
COUNCIL / MAYOR					
Gary Feldmann	\$ 100.00	\$ -	0.00	0.00	\$ 92.35
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
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
FIRE					
Joe Bayne	\$ 125.00	\$ -	0.00	0.00	\$ 115.44
Billy Norton	100.00	-	0.00	0.00	85.74
TOTAL FIRE	\$ 225.00	\$ -	0.00	0.00	\$ 201.18
LIBRARY	December 30, 2019 - January 12, 2020				
Molli Hunter	\$ 271.04	\$ -	0.00	0.00	\$ 231.26

PAYROLL - JANUARY 16, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
LIBRARY (cont.)					
Penny Schmit	1,074.41	-	0.00	0.00	589.25
Madonna Thoma-Kremer		-	0.00	0.00	
Michelle Turnis	1,615.38	-	0.00	0.00	1,007.48
TOTAL LIBRARY	\$ 2,960.83	\$ -	0.00	0.00	\$ 1,827.99
MBC	December 30, 2019 - January 12, 2020				
Jacob Oswald	\$ 1,892.31	\$ -	0.00	0.00	\$ 1,426.23
Shannon Poe	1,576.92	-	0.00	0.00	1,078.42
TOTAL MBC	\$ 3,469.23	\$ -	0.00	0.00	\$ 2,504.65
POLICE	December 30, 2019 - January 12, 2020				
Zachary Buehler	\$ 1,838.76	\$ -	0.00	0.00	\$ 1,366.61
Peter Fleming	1,925.94	-	8.00	20.00	1,375.68
Dawn Graver	2,056.80	-	0.00	0.00	1,479.82
Erik Honda	2,085.34	-	13.50	20.00	1,556.77
Jordan Koos	2,254.76	-	10.00	26.00	1,639.13
Britt Smith	2,735.42	-	0.00	0.00	2,001.30
Madonna Staner	1,486.40	-	0.00	0.00	1,126.17
Brian Tate	2,463.36	-	0.00	0.00	1,807.62
TOTAL POLICE	\$ 16,846.78	\$ -	31.50	66.00	\$ 12,353.10
ROAD USE	December 28, 2019 - January 10, 2020				
Zeb Bowser	\$ 1,950.98	\$ 294.98	0.00	0.00	\$ 1,466.84
Eric Jungling	1,760.60	164.59	0.00	0.00	1,243.77
TOTAL ROAD USE	\$ 3,711.58	\$ 459.57	0.00	0.00	\$ 2,710.61
SANITATION	December 28, 2019 - January 10, 2020				
Michael Boyson	\$ 1,936.84	\$ 292.84	0.00	0.00	\$ 1,365.32
Nick Kahler	2,019.23	-	0.00	0.00	1,386.41
TOTAL SANITATION	\$ 3,956.07	\$ 292.84	0.00	0.00	\$ 2,751.73
SEWER	December 28, 2019 - January 10, 2020				
Tim Schultz	\$ 1,876.88	\$ 160.88	0.00	25.00	\$ 1,314.05
Jim Tjaden	2,230.77	-	0.00	0.00	1,615.64
TOTAL SEWER	\$ 4,107.65	\$ 160.88	0.00	25.00	\$ 2,929.69
WATER	December 28, 2019 - January 10, 2020				
Daniel Pike	\$ 1,811.25	\$ 155.25	12.00	26.50	\$ 1,309.43
TOTAL WATER	\$ 1,811.25	\$ 155.25	12.00	26.50	\$ 1,309.43
TOTAL - ALL DEPTS.	\$ 68,196.07	\$ 3,653.06	73.00	219.88	\$ 48,105.85

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
ALLIANT ENERGY-IES	201 E SOUTH ST PD	280.71			
BLADE PEST CONTROL INC	PD PEST CONTROL	41.00			
DIGITAL ALLY, INC.	PD EQUIP REPAIR/MAINT	145.00			
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	450.00			
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00			
JOHN DEERE FINANCIAL	PD SUPPLIES	1.16			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	72.70			
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING	34.82			
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	1,113.12			
TCM BANK NA	PD POSTAGE	65.03			
UNIFORM DEN INC	PD BODY ARMOR	2,407.83			
WELAND CLINICAL LAB P.C.	PD LAB	127.00			
	110 POLICE DEPARTMENT TOTAL	5,038.37			
STREET LIGHTS					
ALLIANT ENERGY-IES	S CEDAR STREETLIGHTS	806.99			
	230 STREET LIGHTS TOTAL	806.99			
AQUATIC CENTER					
ALLIANT ENERGY-IES	811 S CEDAR ST POOL	230.48			
	440 AQUATIC CENTER TOTAL	230.48			
CEMETERY					
ALLIANT ENERGY-IES	CEMETERY ELECTRIC	47.30			
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - OCT-DEC	1,225.00			
JOHN DEERE FINANCIAL	CEMETERY EQUIP REPAIR/MAINT	32.72			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	229.83			
TCM BANK NA	CEM DRUG TESTING FEES	1.02			
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	165.33			
	450 CEMETERY TOTAL	1,701.20			
SOLDIER'S MEMORIAL BOARD					
ALLIANT ENERGY-IES	200 E FIRST ST	651.70			
BRIAN KRAMER	SNOW REMOVAL - DECEMBER	60.00			
MONTICELLO MEMORIAL BOARD	SLDR MEM OPERATING FEE	500.00			
	498 SOLDIER'S MEMORIAL BOARD TOTAL	1,211.70			
MAYOR AND CITY COUNCIL					
CHRISTINA LUX	COUNCIL MILEAGE	13.80			
	610 MAYOR AND CITY COUNCIL TOTAL	13.80			
CLERK/CITY ADMIN					
JOHN MONK	JANITORIAL SERVICES	125.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	620 CLERK/CITY ADMIN TOTAL		125.00		
ATTORNEY LYNCH DALLAS, P.C.	ATTORNEY FEES		676.50		
	641 ATTORNEY TOTAL		676.50		
CITY HALL/GENERAL BLDGS					
ALLIANT ENERGY-IES	200 E FIRST ST		1,303.41		
IIMC	CH DUES - HINRICHSEN		170.00		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK		374.60		
BRIAN KRAMER	SNOW REMOVAL - DECEMBER		120.00		
DAVID B MCNEILL	CH BUILDING SUPPLIES		8.98		
MONTICELLO EXPRESS INC	CH ADVERTISING		429.61		
SNYDER & ASSOCIATES, INC	NUISANCES - COMPADRES BLDG		1,590.00		
TCM BANK NA	CH OFFICE SUPPLIES		79.20		
	650 CITY HALL/GENERAL BLDGS TOTAL		4,075.80		
	001 GENERAL TOTAL		13,879.84		
MONTICELLO BERNDEN CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		1,014.25		
JOHN DEERE FINANCIAL	MBC TRAIL CAMERA		91.56		
LAPORTE MOTOR SUPPLY	MBC EQUIP REPAIR/MAINT		37.28		
JOHN MONK	JANITORIAL SERVICES		112.50		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL		30.23		
MONTICELLO EXPRESS INC	MBC OFFICE SUPPLIES		35.00		
SPAHN & ROSE LUMBER CO INC	MBC ICE RINK		261.80		
TCM BANK NA	MBC OFFICE SUPPLIES		198.11		
TREASURER STATE OF IOWA	SALES TAX - DECEMBER		8.18		
	430 PARKS TOTAL		1,788.91		
	005 MONTICELLO BERNDEN CENTER TOTAL		1,788.91		
DARE POLICE DEPARTMENT IOWA DARE ASSOCIATION	DARE DUES		100.00		
	110 POLICE DEPARTMENT TOTAL		100.00		
	008 DARE TOTAL		100.00		
FIRE FIRE					
ALLIANT ENERGY-IES	E SOUTH ST FIRE STATION		257.61		
DEREK D FEUSS	FIRE EQUIP REPAIR/MAINT		322.75		
M TOWN TIRE & AUTO	FIRE EQUIP REPAIR/MAINT		55.25		

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	178.12			
	150 FIRE TOTAL	813.73			
	015 FIRE TOTAL	813.73			
AMBULANCE					
AMBULANCE					
ALLIANT ENERGY-IES	201 E SOUTH ST AMB	280.70			
BLADE PEST CONTROL INC	AMB PEST CONTROL	41.00			
JOHN DEERE FINANCIAL	AMB OFFICE SUPPLIES	5.99			
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	603.02			
	160 AMBULANCE TOTAL	930.71			
	016 AMBULANCE TOTAL	930.71			
HOTEL/MOTEL TAX					
HOTEL/MOTEL					
ALLIANT ENERGY-IES	HWY 151 SIGN	35.92			
MONTICELLO CHAMBER OF COMMERCE	CHAMBER DUES	550.00			
	699 HOTEL/MOTEL TOTAL	585.92			
	018 HOTEL/MOTEL TAX TOTAL	585.92			
LIBRARY IMPROVEMENT					
LIBRARY					
MICRO MARKETING LLC	LIB IMP BOOKS	39.89			
TCM BANK NA	LIB IMP VIDEO/DVD RECORDINGS	355.58			
	410 LIBRARY TOTAL	395.47			
	030 LIBRARY IMPROVEMENT TOTAL	395.47			
LIBRARY					
LIBRARY					
ALLIANT ENERGY-IES	200 E FIRST ST	651.71			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	12.41			
IOWA LIBRARY ASSOCIATION	LIB MEMBERSHIP RENEWAL	80.00			
BRIAN KRAMER	SNOW REMOVAL - DECEMBER	60.00			
JOHN MONK	JANITORIAL SERVICES	50.00			
OVERDRIVE	LIB AUDIO RECORDINGS	39.99			
TCM BANK NA	LIB OFFICE SUPPLIES	263.58			
	410 LIBRARY TOTAL	1,157.69			
	041 LIBRARY TOTAL	1,157.69			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AIRPORT					
AIRPORT					
MCALDER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	20.55			
	280 AIRPORT TOTAL		20.55		
	046 AIRPORT TOTAL		20.55		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	260.31			
BEHREND CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES	435.32			
GREGORY DIRKS	RU EQUIP REPAIR/MAINT	1.20			
FRESE MOTORS INC	RU EQUIP REPAIR/MAINT	439.24			
W.W. GRAINGER, INC	RU SUPPLIES	178.36			
JOHN DEERE FINANCIAL	RU SUPPLIES	12.99			
NICHOLAS KAHLE	RU EQUIP REPAIR/MAINT	219.81			
LASLEY ELECTRIC LLC	RU LIGHT SYSTEMS	411.43			
M TOWN TIRE & AUTO	RU EQUIP REPAIR/MAINT	23.00			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	881.85			
MONTICELLO EXPRESS INC	RU OFFICE SUPPLIES	5.99			
NEXT GENERATION PLBG & HTG LLC	RU BLDG REPAIR/MAINT	74.98			
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	715.00			
TCM BANK NA	RU TREE REMOVAL & PLANTING	365.61			
	210 STREETS TOTAL		4,025.09		
	110 ROAD USE TOTAL		4,025.09		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
TCM BANK NA		8.27-			
	410 LIBRARY TOTAL		8.27-		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		8.27-		
TIF PROJECT					
STREETS					
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION	3,565.67			
	210 STREETS TOTAL		3,565.67		
	325 TIF PROJECT TOTAL		3,565.67		
CAPITAL IMPROVEMENT					
STREETS					
SNYDER & ASSOCIATES, INC	N SYCAMORE ST RECONSTRUCTION	2,377.12			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	210 STREETS TOTAL	2,377.12			
AIRPORT HDR ENGINEERING INC	CAP IMP - AIRPORT MASTER PLAN	8,282.00			
	280 AIRPORT TOTAL	8,282.00			
	332 CAPITAL IMPROVEMENT TOTAL	10,659.12			
C.C. BIDWELL LIBRARY BOOK LIBRARY					
BAKER & TAYLOR BOOKS	LIB BIDWELL BOOKS	69.59			
CENTER POINT PUBLISHING	LIB BIDWELL BOOKS	46.74			
	410 LIBRARY TOTAL	116.33			
	502 C.C. BIDWELL LIBRARY BOOK TOTAL	116.33			
TRUST/IOMA MARY BAKER LIBRARY OVERDRIVE	LIB BAKER BOOKS	103.62			
	410 LIBRARY TOTAL	103.62			
	503 TRUST/IOMA MARY BAKER TOTAL	103.62			
WATER WATER					
ALLIANT ENERGY-IES	W FIRST ST WATER PUMP	2,292.37			
HAWKINS WATER TREATMENT	WATER SYSTEM	630.50			
HYGIENIC LABORATORY	WATER LAB TESTS	52.00			
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	149.86			
NEXT GENERATION PLBG & HTG LLC	WATER BLDG REPAIR/MAINT	2,190.79			
TCM BANK NA	WATER POSTAGE	12.19			
TREASURER STATE OF IOWA	WATER EXCISE TAX - DECEMBER	1,946.00			
	810 WATER TOTAL	7,273.71			
	600 WATER TOTAL	7,273.71			
SEWER SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST	3,668.97			
TRACY L CHAPPELL	SEWER EQUIP REPAIR/MAINT	107.66			
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	15.84			
FREESE MOTORS INC	SEWER VEHICLE OPERATING	19.14			
HYGIENIC LABORATORY	SEWER LAB TESTS	1,307.00			
JOHN DEERE FINANCIAL	SEWER SUPPLIES	129.20			
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	149.88			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO MACHINE SHOP INC	SEWER SYSTEM	61.00			
TCM BANK NA	SEWER POSTAGE	113.53			
TREASURER STATE OF IOWA	SALES TAX - DECEMBER	852.54			
TRI COUNTY PROPANE LLC	SEWER UTILITIES	1,100.77			
USA BLUE BOOK	SEWER LAB SUPPLIES	140.32			
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE	56.07			
	815 SEWER TOTAL		7,721.92		
	610 SEWER TOTAL		7,721.92		
SANITATION					
SANITATION					
JONES COUNTY SOLID WASTE	3RD QTR '20 ASSESSMENT	4,745.00			
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	108.88			
REPUBLIC SERVICES	RESIDENTIAL GARBAGE	33,333.14			
TCM BANK NA	SANITATION DRUG TESTING FEES	.39			
TREASURER STATE OF IOWA	SALES TAX - DECEMBER	871.06			
	840 SANITATION TOTAL		39,058.47		
	670 SANITATION TOTAL		39,058.47		
STORM WATER					
STORM WATER FUND					
TREASURER STATE OF IOWA	SALES TAX - DECEMBER	159.22			
	865 STORM WATER FUND TOTAL		159.22		
	740 STORM WATER TOTAL		159.22		
	Accounts Payable Total		92,347.70		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**


FUND	NAME	AMOUNT
001	GENERAL	13,879.84
005	MONTICELLO BERND'S CENTER	1,788.91
008	DARE	100.00
015	FIRE	813.73
016	AMBULANCE	930.71
018	HOTEL/MOTEL TAX	585.92
030	LIBRARY IMPROVEMENT	395.47
041	LIBRARY	1,157.69
046	AIRPORT	20.55
110	ROAD USE	4,025.09
178	TRUST/SLAVKA GEHRET FUND	8.27-
325	TIF PROJECT	3,565.67
332	CAPITAL IMPROVEMENT	10,659.12
502	C.C. BIDWELL LIBRARY BOOK	116.33
503	TRUST/IOMA MARY BAKER	103.62
600	WATER	7,273.71
610	SEWER	7,721.92
670	SANITATION	39,058.47
740	STORM WATER	159.22

	TOTAL FUNDS	92,347.70

by:  1/10/2020

by:  1/10/2020

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

 1/10/2020

Bank					
Account type & number	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.07	0.150	N/A		Earl F Lehmann Trust
Total by Bank	\$238.07				
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	\$5,426.40		N/A		Soldiers Memorial
CD #89100344	\$0.00	0.05	8/18/2019	212 days	Soldiers Memorial
Money Market #87688689	\$6,456.16	0.01	N/A		Soldiers Memorial
Total by Bank	\$11,882.56				
Fidelity Bank & Trust					
	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$1,440,948.86	2.44	N/A		General Checking
Property Tax & Water #40001992	\$3,209,438.00	2.44	N/A		General Savings
Total by Bank	\$4,650,386.86				
Total Cash on Hand- All Banks	\$4,812,512.49				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error					
Plus Outstanding Credit Card Pymt					
Less Outstanding Checks	\$58,373.83				
Treasurer's Balance	\$4,755,088.66				

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 December 2019

Bank Balance		
General Checking	\$1,440,948.86	
Property Tax & Water	\$3,209,438.00	
Soldiers Memorial Ckg	\$5,426.40	
Earl F Lehmann Trust	\$238.07	
DuTrac Savings	\$5.00	
Soldier Memorial Money Market	\$6,456.16	
		<u>\$4,662,512.49</u>
Total Bank Balance		
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
		<u>\$0.00</u>
Total Adjustment		
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$0.00	
		<u>\$0.00</u>
Total Outstanding Credit Card Pymts		
Less Outstanding Checks:		
Financial/Payroll	\$58,373.83	
Soldiers Memorial	\$0.00	
		<u>\$58,373.83</u>
Total Outstanding Checks		
Plus Investments:		
Time Certificates	\$150,000.00	
Petty Cash	\$950.00	
		<u>\$150,950.00</u>
Total Investments		
Treasurer's Balance		<u><u>\$4,755,088.66</u></u>

Prepared By: Sally Hinrichsen 1/10/2020
Sally Hinrichsen, City Clerk

Reviewed by: Doug Herman 1/10/2020
Doug Herman, City Administrator

City Council Meeting
Prep. Date: 01/17/20
Preparer: Doug Herman



Agenda Item: 1
Agenda Date: 01/20/2020

Communication Page

Agenda Items Description: Resolution to approve Plat of Survey to Parcel 2020-22.

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

Attachments & Enclosures:

Proposed Resolution

Plat of Survey

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The Proposed Plat of Survey is near the outer edge of the two-mile jurisdiction.

Background Information: The P & Z has reviewed and recommends approval of the plat of survey located at the intersection of Timber Road and 230th Street. Property owned by Gary Wernimont.

Staff Recommendation: I recommend that the Council approve the Plat of Survey to Parcel 2020-22.

The City of Monticello, Iowa

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

RESOLUTION #20-__

Resolution Approving Plat of Survey to Parcel 2020-22, located in the two-mile jurisdiction of the City of Monticello

WHEREAS, A Plat of Survey creating Parcel 2020-22 has been presented to the City Council for approval, same being located within the two-mile jurisdiction of the City limits of the City of Monticello, 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 should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcel 2020-22.

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 20th day of January, 2020.

Brian Wolken, Mayor




Attest:

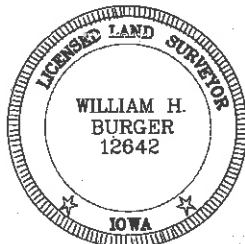
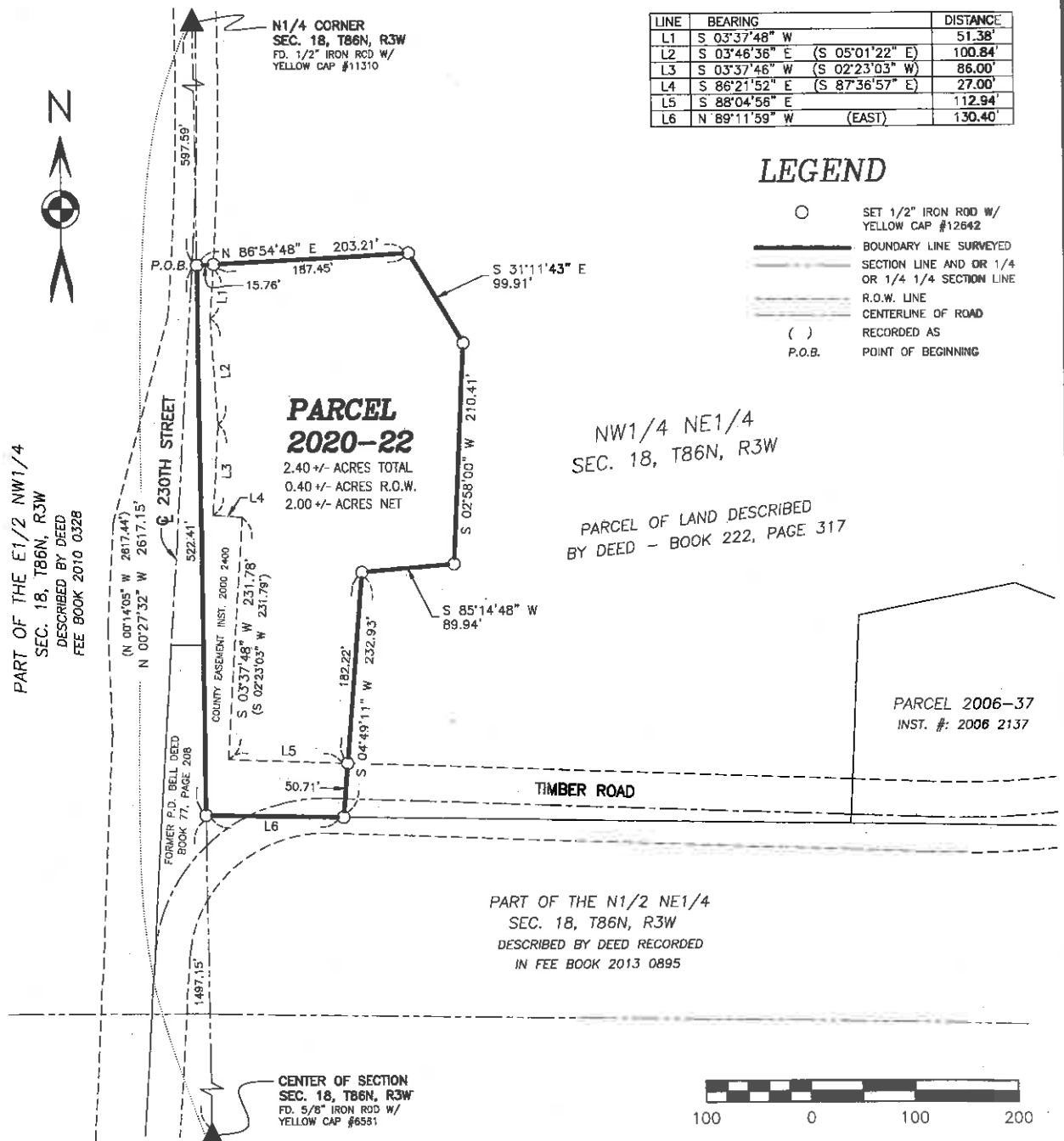
Sally Hinrichsen, Monticello City Clerk

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

PARCEL 2020-22 PART OF THE NORTHWEST QUARTER (NW1/4) OF THE NORTHEAST QUARTER (NE1/4) OF SECTION EIGHTEEN (18), TOWNSHIP EIGHTY-SIX NORTH (T86N), RANGE THREE WEST (R3W) OF THE FIFTH PRINCIPAL MERIDIAN, JONES COUNTY, IOWA

LEGEND

-  SET 1/2" IRON ROD W/
YELLOW CAP #12642
 BOUNDARY LINE SURVEYED
 SECTION LINE AND OR 1/4
OR 1/4 1/4 SECTION LINE
 R.O.W. LINE
 CENTERLINE OF ROAD
() RECORDED AS
P.O.B. POINT OF BEGINNING



SCALE: 1" = 100' SHEET 1 OF 3

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

Wm. Burger
Land Surveyor
510 3rd Street West Court
Worthington, Iowa 52078

NO. OF SHEETS COVERED BY THIS SEAL: 1

WILLIAM H. BURGER

#12642

DATE _____

City Council Meeting
Prep. Date: 01/17/20
Preparer: Doug Herman



Agenda Item: 2
Agenda Date: 01/20/2020

Communication Page

Agenda Items Description: Resolution to approve Plat of Survey to Parcel 2020-26 and 2020-27.

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

Attachments & Enclosures:

Proposed Resolution

Plat of Survey

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The Proposed Plat of Survey is located on S. Main Street to the east of the Aquatic Center; intersection of Pinehaven Drive and Main Street.

Background Information: The Plat was created on behalf of Dean Stevens, owner and developer of the property in question, the purpose of the Plat of Survey being to create two legal parcels so that the Condominium Units constructed on the property may be sold and individually owned with the dividing line of the parcels being located through the centerline of the common wall shared by the Condominium units.

Staff Recommendation: I recommend that the Council approve the Plat of Survey to Parcel 2020-26 and 2020-27.

The City of Monticello, Iowa

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

RESOLUTION #20-__

Resolution Approving Plat of Survey to Parcel 2020-26 and 2020-27, located within the City limits of the City of Monticello

WHEREAS, A Plat of Survey creating Parcel 2020-26 and 2020-27 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 Plat was created on behalf of Dean Stevens, owner and developer of the property in question, the purpose of the Plat of Survey being to create two legal parcels so that the Condominium Units constructed on the property may be sold and individually owned with the dividing line of the parcels being located through the centerline of the common wall shared by the Condominium units, and

WHEREAS, The City Council finds that the Plat of Survey should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcel 2020-26 and 2020-27.

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 20th day of January, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

INDEX LEGEND	
LOCATION:	NW1/4 OF SW1/4 OF SECTION 27, T86N, R3W
PROPRIETORS:	DEAN STEVENS CONSTRUCTION LTD.
REQUESTOR:	MIKE McDONOUGH
SURVEYOR:	BILL BURGER
SURVEYOR COMPANY:	WM. BURGER LANDSURVEYOR
RETURN TO:	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 2020-26

PART OF THE NORTHWEST QUARTER (NW1/4) OF THE SOUTHWEST QUARTER (SW1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP EIGHTY-SIX NORTH (T86N), RANGE THREE WEST (R3W) OF THE FIFTH PRINCIPAL MERIDIAN, IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA

PARCEL 2020-27

PART OF THE NORTHWEST QUARTER (NW1/4) OF THE SOUTHWEST QUARTER (SW1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP EIGHTY-SIX NORTH (T86N), RANGE THREE WEST (R3W) OF THE FIFTH PRINCIPAL MERIDIAN, IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA



NOTE: THIS PLAT IS SUBJECT TO EASEMENTS
OF RECORD AND NOT OF RECORD



SOUTHWESTERLY CORNER
KOOB-ROOD 1ST ADD.

NW'ERLY CORNER
RIDGEVIEW ROAD
VANOURNY'S 1ST ADDITION

N 67°47'49" W 120.00'
(S 71°03'45" E 120.00')

LOT 1
KOOB-ROOD FIRST ADD.
INST. # 2004 2797

LOT 2
KOOB-ROOD FIRST ADD.
INST. # 2004 2797

DEED
INST. # 2002 1927

DEED
FEE BOOK 2007 2799

LOT 25
VANOURNY'S 1ST ADDITION
TO MONTICELLO, IOWA

SOUTHEASTERLY CORNER
KOOB-ROOD 1ST ADD.

LOT 24
VANOURNY'S 1ST ADDITION
TO MONTICELLO, IOWA

DEED
BOOK 385, PAGE 315

DEED
FEE BOOK 2010 1485

PARCEL 2020-26
0.21 +/- ACRES TOTAL

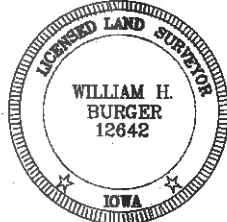
PARCEL 2020-27
0.23 +/- ACRES TOTAL
(SOUTHWESTERLY)
122.61'

NW'ERLY CORNER
PINEHAVEN DRIVE
VANOURNY'S 1ST ADDITION
P.O.B. PARCEL 2020-27

PINEHAVEN DRIVE

LEGEND

- SET 1/2" IRON ROD W/
YELLOW CAP #12642
- ⊗ SET CUT X IN CONCRETE
- ◆ FD. 3/8" IRON ROD
WITH NO CAP
- FD. 1/2" IRON ROD W/
YELLOW CAP #9647
- NC FD. 1/2" IRON ROD
WITH NO CAP
- BOUNDARY LINE SURVEYED
- SECTION LINE AND OR 1/4
OR 1/4 1/4 SECTION LINE
- R.O.W. LINE
- CENTERLINE OF ROAD
- () RECORDED AS
- P.O.B. POINT OF BEGINNING



DATE OF SURVEY: 1/11/2020

SCALE: 1" = 50'

SHEET 1 OF 4

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 1/14/2020
WILLIAM H. BURGER #12642 DATE

Wm. Burger
LandSurveyor
510 3rd Street West Court
Worthington, Iowa 52078

City Council Meeting
Prep. Date: 01/17/20
Preparer: Doug Herman



Agenda Item: 3
Agenda Date: 01/20/2020

Communication Page

Agenda Items Description: Resolution to approve Plat of Survey to Parcels 2020-30 and 2020-31.

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

Attachments & Enclosures:

Proposed Resolution

Plat of Survey

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The Proposed Plat of Survey is to two parcels located within the City limits at the intersection of Hwy. 38 and 11th Street. (Koob's Garage)

Background Information: This Resolution would approve the Plat of Survey to Parcels 2020-30 and 2020-31. This exact same plat was previously approved by the City in September as Parcel 2019-57 and 2019-58. Due to hold ups in the sale of the business and closing on this transaction the Plats were not recorded in 2019 which necessitates the change in the Plat of Survey numbers to 2020 numbers.

Staff Recommendation: I recommend that the Council approve the proposed Plat of Survey to Parcels 2020-30 and 2020-31.

The City of Monticello, Iowa

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

RESOLUTION #20-

Resolution Approving Plat of Survey to Parcels 2020-30 and 2020-31

WHEREAS, A Plat of Survey creating Parcels 2019-57 and 2019-58 was previously approved by City Council Resolution #19-123, and

WHEREAS, The Survey did not get recorded by the property owner in 2019 which has necessitated a change in the Plat of Survey number from 2019 to 2020, and

WHEREAS, The City Planning and Zoning Board reviewed and recommended approval of the original Plat of Survey and no changes but for the number describing the parcels has been made to the Plat of Survey as originally recommended for approval, and

WHEREAS, The City Council finds that the Plat of Survey dividing the Koob's Garage property into two parcels as re-numbered 2020-30 and 2020-31 should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcels 2020-30 and 2020-31.

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 20th day of January, 2020.

Brian Wolken, Mayor

Attest:

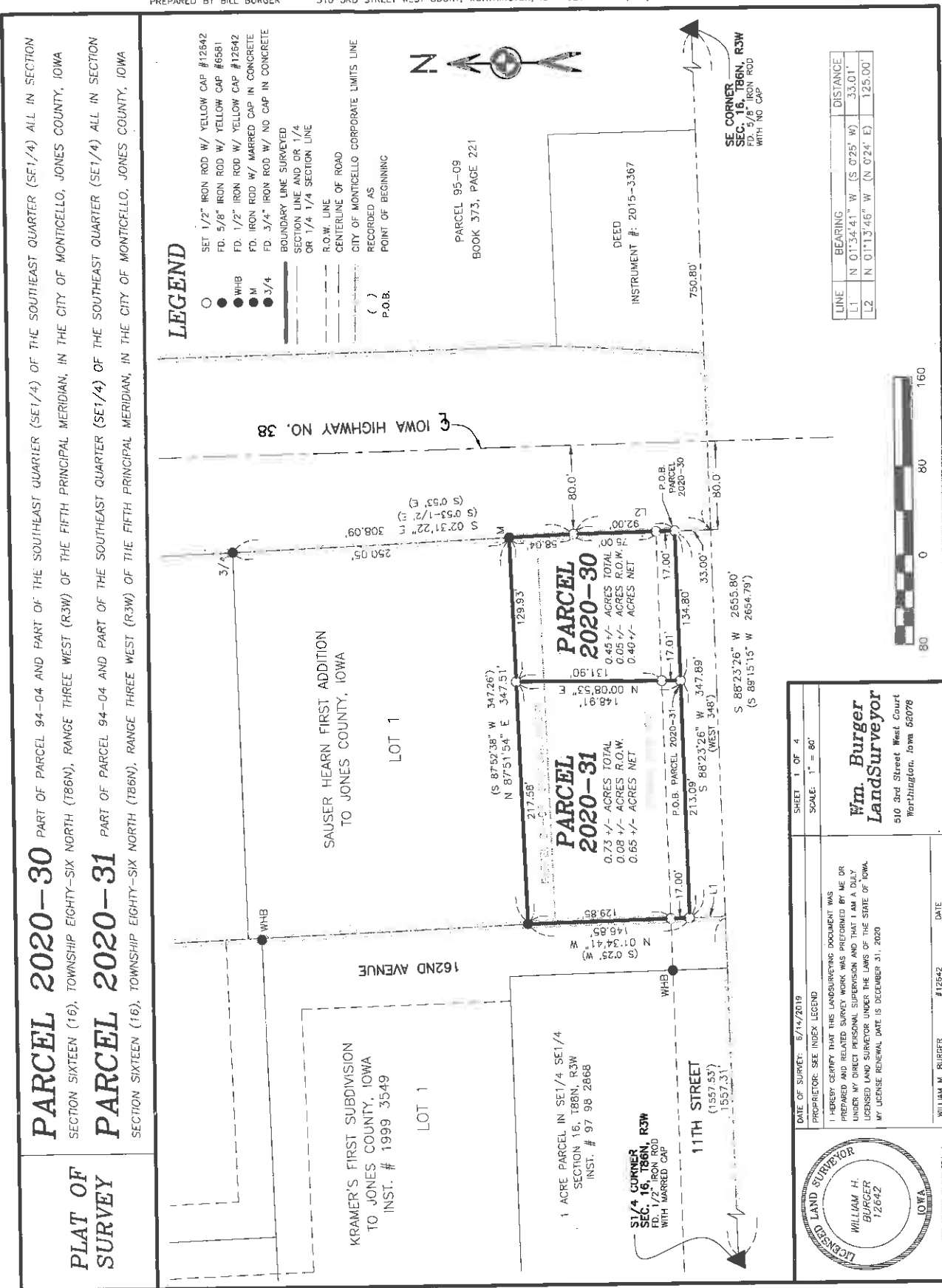
Sally Hinrichsen, Monticello City Clerk

INDEX LEGEND	
LOCATION:	PART OF SE1/4 OF SE1/4 OF SECTION 16, T86N, R3W IN THE CITY OF MONTICELLO, JONES COUNTY, IOWA
PROPRIETORS:	STEVEN J. KOOB
REQUESTOR:	STEVEN KOOB
SURVEYOR:	BILL BURGER
SURVEYOR COMPANY:	WM. BURGER LANDSURVEYOR
RETURN TO:	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



LINE	BEARING	DISTANCE
L1	N 01°34'41" W (S 0°25' W)	33.01'
L2	N 01°13'46" W (N 0°24' E)	125.00'



DATE OF SURVEY: 6/14/2019

PROPRIETOR: 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 M. BURGER #12642

DATE

Wm. Burger
LandSurveyor
510 3rd Street West Court
Worthington, Iowa 52078

PLAT OF SURVEY

PARCEL 2020-30

PARCEL 2020-31

City Council Meeting
Prep. Date: 01/17/20
Preparer: Doug Herman



Agenda Item: 4
Agenda Date: 01/20/2020

Communication Page

Agenda Items Description: Resolution to approve Ambulance Management Plan.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The Ambulance Director notified the City of her intended retirement/resignation from that position some months ago. Efforts/discussions with regard to next steps have been underway since that point in time.

Background Information: The Ambulance Dpt. has historically been managed by a full-time Director who is also a paramedic. In the last 15 years there have been many changes in the leadership of that department with a total of five (5) directors including Dawn Brus, current director, who was part-time. The instability in leadership, fairly regular changes in some staffing, reduced revenues and increased expenses, has caused us to look hard at many options. After much discussion Chief Smith and I visited with the committee formed at the last Council meeting to discuss this topic and to set forth a proposal moving forward. That proposal is, in a nutshell, as follows:

1. Chief Smith will be responsible for the oversight and management of the Ambulance Department.
2. Paramedic Lori Lynch , who has been with us in October of 2007, will be promoted to "Lead Paramedic" with day-to-day responsibilities to ensure that the Ambulance Department and staff are operating within the legal bounds required of an Ambulance Service, that Paramedics are receiving appropriate direction and training, that call sheets and other paperwork required of the medics is being completed appropriately and in a timely fashion, and that appropriate direction related to the employees operation as paramedics, EMT's, and/or EMR's is being provided. Lori will take on this role as a non-exempt hourly employee and will continue to work regular paramedic shifts. (Lori could become "exempt" in the future, depending upon the development of this position.) From time-to-time it may be necessary for Lori and Britt to spend a few hours outside of a normal shift to review Amb. Operations as this new relationship develops.)

3. The plan will be implemented with the recognition that it is a “trial” plan and will be reviewed by the City Administrator and Chief Smith regularly. The Council shall receive an update in April, 2020 and again in July 2020 at which time the Council will consider whether or not the arrangement should remain in place or if other steps should be taken.

Chief Smith has met with Lori and it is our belief that they are on the same page and understand that if the Monticello Ambulance Department is to remain for years to come basically in the form it is currently in that change is required. That does not mean that the change in management format will put the service in the black, that is not possible without better reimbursement rates or other revenue fixes largely outside of our control, however, the change in management will allow us to work towards the implementation of changes to our operations that will create new efficiencies, cost savings, and, in general, a budget that puts less of a hit on the Monticello taxpayers. Our goal is to maintain a quality service in Monticello while also being as responsible to the Monticello taxpayer as possible. (Chief Smith is also actively seeking additional investment from the Townships in our coverage area.)

This new arrangement would commence on February 1st.

Wages: I would propose that Lori’s wage would immediately increase from \$22.75 to \$23.75 with further review in July, 2020. Clearly Lori will have additional responsibilities in this position, however, as those responsibilities will be under development and consideration over the next few months a more notable raise would be better decided as we determine with more certainty what those additional responsibilities involve and entail.

Chief Smith is clearly taking on some additional roles and responsibilities and has been putting time into this matter with me for the last couple months. Chief Smith is on salary and saw a \$6,000 increase in his salary on July 1, 2019 to \$71,120.98 and has a scheduled increase on July 1, 2020 in the amount of 2.5% or \$1,778.02, taking his salary to \$72,899. I don’t point this out to downplay his role and additional responsibilities, just to give you background to consider what, if anything, to do with his salary at this time. I’ve suggested to Chief Smith that an additional wage increase be held off until a decision is made whether or not this relationship and arrangement is working and going to be more than temporary. We should have a pretty good feel for that by July.

Staff Recommendation: I recommend that the Council approve the proposed Resolution approving the Ambulance Department Management Plan.

The City of Monticello, Iowa

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

RESOLUTION #20-____

Approving Ambulance Management^{nt} Plan

- WHEREAS,** The City of Monticello, Iowa Ambulance Department has over the years been managed by a Director that is also a paramedic, and
- WHEREAS,** That over the last 15 years or so the Department has been managed by five different directors, and
- WHEREAS,** Due to many changes in laws and procedures that has led to the reduction to the reimbursement rates and/or payments to the service with increasing costs of operation, the Department has seen increasing operational losses over the last number of years, and
- WHEREAS,** The Current Ambulance Director plans to step down as Director on February 1, 2020 and with that in mind there have been steps taken by City Staff and a committee of Councilpersons to discuss options for oversight and management of the Department moving forward, and
- WHEREAS,** Staff has communicated its' vision with the Councilperson committee to move forward with a new leadership plan for the Department that would put the Chief of Police in a lead role with one of our most senior paramedics, Lori Lynch, in the role of Lead Paramedic where she would continue to operate and act a Paramedic for the department but would also have a job description that would continue to develop, setting forther her supervisory and management roles as "lead paramedic", and
- WHEREAS,** The Council finds that the proposed arrangement has merit and deserves to be implemented as of February 1, 2020 at least on a trial basis, with reporting to the Council to follow on a regular basis thereafter, with reports to the Council being expected in April and July, 2020, and
- WHEREAS,** Lori Lynch shall receive a pay increase of \$1.00 per hour effective February 1, 2020 to compensate her for the new responsibilities she will take on in this role, Lori at this time

continuing to be a non-exempt employee, however, recognizing that as this arrangement develops and moves forward that her position could be determined to be a salaried exempt position, and

WHEREAS,

The Council recognizes the additional roles to be taken on by Chief Smith and plans to review his salary in light of these additional roles in July, 2020.

NOW THEREFORE, BE IT RESOLVED that the City of Monticello, Iowa does hereby approve the Ambulance Management Plan as proposed and set forth within the body of this Resolution, same to take effect on or about February 1, 2020, with Lori Lynch to receive a \$1.00 per hour increase in her wage effective February 1, 2020.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of January, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 01.17.2020
Preparer: Doug Herman



Agenda Item: 5
Agenda Date: 01.20.2020

Communication Page

Agenda Items Description: Resolution to approve submission of Catalyst Grant, Derelict Building Grant, and other grants to renovate City owned property located at 103 W. 1st Street.

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

Attachments & Enclosures:

Proposed Resolution
Demolition Cost Estimate

Fiscal Impact:

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

Synopsis: City owned building at 103 W. 1st Street is a good candidate for various grants associated with the renovation of the structure including a State of Iowa Catalyst Grant.

Background Information: The City took ownership of the “compadres” building due to its’ dilapidated condition with the plan to study the building prior to making a decision on its’ future. Study to date has included a commercial building inspection, a structural inspection, an asbestos inspection and a Phase 1 Environmental Assessment. The most recent action was to obtain a demolition cost estimate. The Demolition estimate suggests costs between \$450,000 and \$550,000. There are few grants available to help cover demolition costs while restoration grants are available.

Derek Lumsden has offered to assist me with the preparation of a Catalyst Grant with Iowa Econ. Development and other grants moving forward. The Catalyst grant would invest \$100,000 into the property renovation. There are two DNR Grants we are working on as well, one through the Brownfield program and one through the DNR Derelict Building Grant Program. The DNR has already covered the costs related to the Phase 1 Environmental Inspection and the Asbestos Inspection and through the Brownfield program would cover 50% of the costs of Asbestos removal not to exceed \$25,000. Asbestos removal is estimated to come in less than \$20,000 total. The Derelict Building Grant could invest up to \$50,000 additional dollars.

The proposed Resolution would permit the submission and execution of both the Catalyst Grant and DNR Derelict Building Grant by the City of Monticello and authorize the Mayor to execute necessary documents related thereto. The Resolution also includes the financial commitment the City is making to the project. The greater the commitment the better our chances are of submitting a successful application. I recommend that the City consider a commitment of \$50,000 towards the project. That commitment, with \$100,000 from the Catalyst program, plus DNR and other grants we will pursue will move us forward with this project.

While we recognize that the building is in very poor condition, we also recognize that creating new holes in the downtown is not the answer and if we can renovate with the assistance of grant funds at a cost less than the cost of demolition that we should look that direction.

(Note: If you receive complaints that the City shouldn't have acquired this building you can honestly respond that the building was going to be a City problem whether we acquired it or not. It was not being maintained, not going to be maintained, and going to be a problem regardless of ownership. Our acquisition helps from the standpoint that City ownership opens the doors to many financial opportunities that wouldn't exist if it were privately owned. In addition, the manner in which we acquired ownership avoided potential lengthy and expensive legal processes to take ownership.)

Staff Recommendation: I recommend that the Council approve the proposed Resolution authorizing the submission of a Catalyst Grant with a \$50,000 City commitment and the Derelict Building Grant and granting the Mayor the power to execute documents associated therewith, including but not limited to letters of support.

The City of Monticello, Iowa

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

RESOLUTION #20-____

Resolution to approve submission of Catalyst Grant, Derelict Building Grant, and other grants to assist with the costs to renovate City owned property located at 103 W. 1st Street.

WHEREAS, the City of Monticello obtained ownership of the building located at 103 W. 1st Street due to its dilapidated and failing condition, and

WHEREAS, the City Council has, since taking ownership, investigated the overall building condition, obtaining a Phase 1 Environmental Inspection and Asbestos Inspection with the Costs reimbursed to the City by the Iowa DNR Brownfields program, and has also paid for a commercial building inspection, a structural inspection, and a demolition cost estimate, and

WHEREAS, the demolition cost estimate received by the City estimates demolition costs, with 25% contingency, engineering and construction administration, and special inspections and testing, to total \$535,000, and

WHEREAS, the Council has been made aware of various grants including but not limited to the Catalyst Grant available through Iowa Economic Development and the Derelict Building Grant available through the Iowa DNR, and

WHEREAS, the Council finds that renovating the building as opposed to demolition of the building would be beneficial in that it would not create two large holes in the downtown landscape and with successful grant applications may be a lesser cost alternative and would, by keeping the renovated building standing, keep property on the tax rolls, and

WHEREAS, the Council finds that the submission of the Community Catalyst Grant and Iowa DNR Derelict Building Grant should be approved and that the City Council should commit a \$50,000 cost share towards the project, a cost share being a requirement of the Community Catalyst Grant.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the preparation and submission of the Community Catalyst Grant and Iowa DNR Derelict Building Grant, committing a \$50,000 cost share towards the project, and authorizes the Mayor to execute said grant applications on behalf of the City Council and to execute letters of support for the project.

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 20th day of January, 2020.

Brian Wolken, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

Shuck-Britson, Inc.

103 W 1st Street
Building Demolition
 Monticello, IA
 119.0022.08

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
	Select Demolition				
1.1	Shoring	10100	SF	\$ 4.50	\$ 45,450
1.2	Labor	40	DAYS	\$ 3,650.00	\$ 146,000
	Equipment				
1.3	Track Hoe	1.5	MONTHS	\$ 16,000.00	\$ 24,000.00
1.4	Attachments	1.5	MONTHS	\$ 6,000.00	\$ 9,000.00
1.5	Saws	1.5	MONTHS	\$ 2,000.00	\$ 3,000.00
1.6	Skid Loader	1.5	MONTHS	\$ 4,000.00	\$ 6,000.00
1.7	Dump Trucks	100	LOADS	\$ 200.00	\$ 20,000.00
	Site Improvements				
2.1	FND Damp proofing	2100	SF	\$ 3.50	\$ 7,350
2.2	Soil Backfill	490	CY	\$ 50.05	\$ 24,526
2.3	Free Draining Backfill	156	CY	\$ 50.05	\$ 7,808
2.4	Drainage Tile	350	LF	\$ 17.64	\$ 6,174
2.5	8" Topsoil Backfill	95	CY	\$ 50.05	\$ 4,755
2.6	Grass Seeding	3830	SF	\$ 4.31	\$ 16,510
	Building Repairs				
3.1	Timber Wall (mtl side)	3	EA	\$ 4,750.00	\$ 14,250
3.2	Clay Brick/Tile Replacement	975	SF	\$ 20.00	\$ 19,500
3.3	CMU Replacement	165	SF	\$ 27.00	\$ 4,455
3.4	Tuck Pointing	1500	SF	\$ 10.00	\$ 15,000
3.5	Clay Brick/Tile Sealant	3900	SF	\$ 1.18	\$ 4,601
3.6	CMU Sealant	1650	SF	\$ 1.18	\$ 1,946
3.7	Joint Sealant	550	LF	\$ 3.43	\$ 1,886
				Subtotal:	\$ 382,212
				Contingency (25%):	\$ 95,553
				CONSTRUCTION TOTAL:	\$ 477,765
Other Project Costs					
				Legal:	TBD
				Other:	TBD
				Utilities:	TBD
				Special Inspections & Testing:	\$ 10,000
				Engineering and Construction Administration:	\$ 47,776
				TOTAL PROJECT COST:	\$ 535,541

Notes

- (1) All costs are in 2020 dollars
- (2) Costs provided are for budgetary planning purposes. Cost may not reflect cost obtained through competitive bids.
- (3) This concept cost estimate is a supplement to the existing building condition report. Observations and evaluations of the building to date are limited.

City Council Meeting
Prep. Date: 01/17/2020
Preparer: Doug Herman



Agenda Item:
Agenda Date: 01/20/2020

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

Park and Rec Report / Equipment Specs
Aerial of Maple Street Fence/Sidewalk
Downtown Assessment Report
Intlekofer Letters / E-mails
Monticello Rules of Order and Procedure
Budget Information

Fiscal Impact:

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

- **PW Director Report**
 - Chipper picked up and used
 - Snow Removal
 - Other
- **Park & Recreation Director**
 - 2019 Review
 - 2020 Review
 - City Park Fence Discussion / Maple Street Sidewalk Discussion
 - Estimated cost of Fence Replacement: 440' of 6' tall fence at \$14.83 = \$6,525.20
 - (Cost per lf based upon fence cost at compost site.)
- **Administrator Report**
 - Iowa's Ride Update: July 12-13. Committees set and have met. Next group meeting second week in February.
 - Monti in Motion Car Show Update. Committee has met, Car Show scheduled for June 13th, 2nd Saturday in June as normal.
 - City Banners Update: Chamber handing project over to Hometown Pride / Main Street Board to move forward. Goal will be to have banners up before Summer events.
 - Hometown Pride Update: Meeting in near future to review Downtown Assessment Report. (See attached.)
 - Intlekofer Property located at 502 S. Cedar Street Discussion: During Steve Intlekofer's planning stages for the property at 502 S. Cedar Street he was advised that the property was R-1, not R-2, and that R-2 was not approved. He later asked, via e-mail, if a Mother, her children, and one of her children with their children could legally live in the home together as R-1. He was advised that if all the relationships were as stated that they could. (See Letter and e-mail) Within the last two weeks we have learned that he is treating the house as a Duplex, however, it is not clear whether or not the folks living in the property are all related as originally stated. To the best of our knowledge the home has one water meter, one gas meter, and one electric meter.

It was reported to the City by the upstairs tenant that there would be two separate leases, that each unit would have its' own entry, the downstairs from an outside door on the back of the home, that both upstairs and downstairs had their own kitchen and restroom, etc. It was also reported to the City that Intlekofer would be paying the utilities for the downstairs tenant, however, we know that the City Utility account is in the name of the upstairs tenant and there is no other water account for Intlekofer to pay. As a single-family residence there is one charge for garbage/recycling. Upstairs tenant asked for second set of containers for downstairs tenant. If all of them are related (Grandma, Children, Grandchildren, the use may be legal for R-1 but the use of same as two separate units, with two leases, is consistent with R-2 and is not legal.) I have also attached an earlier letter from Steve dated March 4, 2019 and my response. Looking for direction from the Council.

- **Mayoral**
 - Council Liaison/Board Appointment Discussion
 - Mayor Pro-Tem Appointment

Work Session:

Code of Ordinances Review

1. Nothing new provided, you all have the questionnaire / worksheet we have been working from. Main issues left to look at deal with paving/gravel parking, commercial, industrial, residential, etc.

FY '20-'21 Budget Review

1. I will have "Expense" information on hand to review with the City Council.
2. Attached hereto is the notice that was put in last week's Express that sets forth the Proposed Property Tax Levy for FY '21. You will see that the Maximum Tax Levy (That does not include Debt Service) is going down 6.26% With that said, the attachment does not include or reference the Debt Service levy as that is not subject to the legislation requiring consideration of the overall increase to the tax rate. Once the debt service is factored in our overall tax rate is proposed to remain unchanged from FY '20 to FY '21. (The tax rate will have then remained consistent at \$13.86897 from FY '15 through FY '21.)

Review City of Monticello Rules of Order & Procedure for Conduct of City Council Business originally adopted in December, 2001 (Attached hereto)

Discussion Points:

1. Dave specifically requests that we discuss provisions related to Agenda creation and Councilperson rights to have items on the agenda regardless of interest of other Councilpersons or Mayor. (Rules right now speak to a collaborative effort. They do not deny that a Councilperson can have items placed on the Agenda but they don't specify that a councilperson may do so in specific terms either.)
2. Council may freely modify these rules as deemed appropriate at any time.
 - a. Order of business recommended in document is not consistent with City practices.
 - b. Some portions of the Rules of Debate section not always followed. (Securing permission to speak for example)
3. Addressing the Council by the public is to address the Council absent the request of a council member through the Mayor. (Not followed.)
4. References to City Attorney, clarifying when that means "outside" City Attorney or using the word "may" to limit use of City Attorney within rules to those circumstances where the Council directs it only.

2019 Year in Review

Programs

Created an Activities booklet

Introduction of pickleball

Soccer Clinics

Kickball

Promoted Granny Basketball to the community

Youth Track Meet grew by 20 participants

Chicago Slow-Pitch Tournament

Added Parent/Child Aquatic to swim program

Re-introduced adult lap swim to our pool hours

Projects

Trail completion through Baty Disc Golf Course

Planted 75+ trees at Baty/Jaycee Kleinow

Involved in the process to improve Fountain Park

Began improvement project within Riverside Gardens

Paved and installed outdoor pickleball courts

2020 Plans

Programs

Chicago Slow-Pitch league

Summer Activities Camp (Chicago slow pitch, disc golf, bocce ball, horseshoes, etc)

Projects

Complete outdoor pickleball courts

Continue trail development (next phase from Oak St bridge to Middle School)

Continued cleanup within Riverside

Planning for Inclusive playground to be located at aquatic center

Planning of potential bocce ball courts

Holiday Lights

On our radar, not necessarily 2020.....Dog Park and other playground improvements



Bobcat

Product Quotation

Quotation Number: HMM-18311

Date: 2019-10-23 07:56:51

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
CITY OF MONTICELLO Attn: JACOB 766 N MAPLE ST MONTICELLO, IA 52310	J P Scherrman, Inc, Farley, IA 1350 FIRST AVENUE NW FARLEY IA 52046-0309 Phone: (563) 744-3393 Fax: (563) 744-3606	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 701-280-7860 Contact: Heather Messmer Heather.Messmer@doosan.com

Description

Bobcat 5600

Adjustable Vinyl Seats

All-Wheel Steer

Automatically Activated Glow Plugs

Auxiliary Hydraulics

- Variable Flow with dual direction detent

Beverage Holders

Bob-Tach

Boom Float

Cargo Box Support

Cruise Control

Deluxe Operator Canopy includes:

- Front Window, Rear Window ,
- Front Wipers, and Electrical Power Port

Lower Engine Guard

Limited Slip Transaxle

Engine and Hydraulic Monitor with Shutdown

Front Work Lights

Full-time Four-Wheel Drive

Horsepower Management

- Roll Over Protective Structure (ROPS) . Meets Requirements of SAE-J1040 & ISO 3471
- Falling Object Protective Structure (FOPS) . Meets Requirements of SAE-J1043 & ISO3449, Level I

Dome Light

Part No

M1221

Qty

1

Price Ea.

\$45,393.40

Total

\$45,393.40

Hydraulic Dump Box

Instrumentation:

- Hour meter, Job Hours, Speedometer,
- Tachometer, Fuel Gauge, Engine
- Temperature Gauge, and Warning Lights

Joystick, Manually Controlled with Lift Arm Float

Lift Arm Support

Parking Brake, automatic

Power Steering with Tilt Steering Wheel

Radiator Screen

Rear Receiver Hitch

Seat Belts, Shoulder Harness

Spark Arrestor Muffler

Suspension, 4-wheel independent

Tires: 27 x 10.5-15 (8 ply), Lug Tread

Toolcat Interlock Control System (TICS)

Two-Speed Transmission

Machine Warranty: 12 Months, unlimited hours

Bobcat Engine Warranty: Additional 12 Months or total of 2000 hours after initial 12 month warranty

Factory

Installed

Backup Alarm

Turn Signals

Flashers

Tail Lights

Brake Lights

Rear View Mirror

Deluxe Road Package

M1221-P01-C01

1

\$1,973.70

\$1,973.70

Side Mirrors

Horn

Lower Engine Guard

Rear Work Lights

Headlights

Cab Enclosure with Heater & Air Conditioning

M1221-R02-C03

1

\$4,134.40

\$4,134.40

29 X 12.5 Turf Tires

M1221-R05-C05

1

\$668.10

\$668.10

Power Bob-Tach

M1221-R12-C02

1

\$934.15

\$934.15

Traction Control

M1221-R16-C02

1

\$463.25

\$463.25

Interior Trim

M1221-A01-C05

1

\$174.25

\$174.25

Attachments

68" Standard Duty Bucket

7272771

1

\$558.60

\$558.60

--- Bolt-On Cutting Edge, 68"

7104508

1

\$119.02

\$119.02

84" Snow Blade	6716836	1	\$1,918.24	\$1,918.24
--- Replacement Cutting Edge, 84"	6673634	1	\$94.99	\$94.99
SP12 Sand and Salt Spreader	7101567	1	\$4,198.32	\$4,198.32

Total of Items Quoted	\$60,630.42
Dealer Assembly Charges	\$47.00
Quote Total - US dollars	\$60,677.42

Notes:

**Prices per the Iowa State Contract #MA 005 – 17312B Contract Period: 01-20-2019 thru 01-19-2020*
**Terms Net 30 Days. Credit cards accepted.*
**FOB Destination within the 48 Contiguous States.*
**Delivery: 60 to 90 days from ARO.*
**State Sales Taxes apply. IF Tax Exempt, please include a Tax Exempt Certificate with order placed.*
**TID# 38-0425350*
**Orders Must be Placed With: Clark Equipment dba Bobcat Company, Govt Sales, 250 E Beaton Drive, PO Box 6000, West Fargo, ND 58078.*

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS: _____

BILL TO ADDRESS (if different than Ship To): _____





JOHN DEERE



Quote Summary

Prepared For:

Monticello Parks & Rec

Prepared By:

Trent Kuhn
Monticello Equipment Company
1047 South Main Street
Monticello, IA 52310
Phone: 319-465-3515
kuhnt@bodimp.com

Quote Id: 20417939

Created On: 11 September 2019

Last Modified On: 11 September 2019

Expiration Date: 09 October 2019

Equipment Summary	Suggested List	Selling Price	Qty	Extended
2019 JOHN DEERE Gator™ XUV835M Cab-Non HVAC (Model Year 2019) - 1M0835MBKKM020166	\$ 24,371.96	\$ 18,400.00 X	1 =	\$ 18,400.00
JOHN DEERE 1.82m (72 in.) Winch Operated Straight Blade	\$ 1,600.00	\$ 1,600.00 X	1 =	\$ 1,600.00
Equipment Total				\$ 20,000.00

Quote Summary

Equipment Total	\$ 20,000.00
Document Fees	\$ 0.00
Registration Fees DNR	\$ 0.00
SubTotal	\$ 20,000.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 20,000.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 20,000.00

Salesperson : X _____

Accepted By : X _____

Confidential

**JOHN DEERE**

Selling Equipment



Quote Id: 20417939

2019 JOHN DEERE Gator™ XUV835M Cab-Non HVAC (Model Year 2019) - 1M0835MBKKM020166

Hours: 0

Stock Number: 0101113128W

Suggested List

\$ 24,371.96

Selling Price

\$ 18,400.00

Code	Description	Qty	Unit	Extended
573BM	XUV835M CAB GATOR	1	\$ 21,129.00	\$ 21,129.00
Standard Options - Per Unit				
001A	COUNTRY CODE- US/CANADA	1	\$ 0.00	\$ 0.00
0505	BUILD TO ORDER	1	\$ 0.00	\$ 0.00
1008	MAXXIS BIGHORN 14" YELLOW	1	\$ 862.00	\$ 862.00
2030	SEAT,FRONT,40/60 SPLIT,YELLOW	1	\$ 0.00	\$ 0.00
2500	COMPNTS,XUV,835M, G&Y	1	\$ 0.00	\$ 0.00
3003	BOX SPRAY LINERBRAKE/TAILGHT	1	\$ 0.00	\$ 0.00
3101	CARGO BOX POWER LIFT	1	\$ 849.00	\$ 849.00
4024	CAB WINDSHLD,DOOR,REAR PANEL	1	\$ 0.00	\$ 0.00
4030	KIT, ROOF, BLACK	1	\$ 0.00	\$ 0.00
4199	LESS REAR PROTECTION	1	\$ 0.00	\$ 0.00
4201	BRUSH GUARD, HD FRONT	1	\$ 335.00	\$ 335.00
6349	LESS WINCH	1	\$ 0.00	\$ 0.00
	FREIGHT	1	\$ 600.00	\$ 600.00
	MKT DEV FUND	1	\$ 96.96	\$ 96.96
Standard Options Total				\$ 2,742.96
Value Added Services Total				\$ 0.00
Other Charges				
	Freight	1	\$ 500.00	\$ 500.00
Other Charges Total				\$ 500.00
Suggested Price				\$ 24,371.96
Customer Discounts				
Customer Discounts Total			\$ -5,971.96	\$ -5,971.96
Total Selling Price				\$ 18,400.00

Original Factory Build Codes

Code	Description
001A	COUNTRY CODE- US/CANADA
0505	BUILD TO ORDER
1008	MAXXIS BIGHORN 14" YELLOW
2030	SEAT,FRONT,40/60 SPLIT,YELLOW
2500	COMPNTS,XUV,835M, G&Y
3003	BOX SPRAY LINERBRAKE/TAILGHT

Confidential



JOHN DEERE

Selling Equipment



Quote Id: 20417939

3101	CARGO BOX POWER LIFT
4024	CAB WINDSHLD, DOOR, REAR PANEL
4030	KIT, ROOF, BLACK
4199	LESS REAR PROTECTION
4201	BRUSH GUARD, HD FRONT
6349	LESS WINCH

JOHN DEERE 1.82m (72 in.) Winch Operated Straight Blade				
Hours:			Suggested List	
Stock Number:			\$ 1,600.00	
			Selling Price	
			\$ 1,600.00	
Code	Description	Qty	Unit	Extended
801BM	1.82m (72 in.) Winch Operated Straight Blade	1	\$ 1,600.00	\$ 1,600.00
Standard Options - Per Unit				
001A	US/Canada	1	\$ 0.00	\$ 0.00
3154	Undercarriage mount	1	\$ 0.00	\$ 0.00
Standard Options Total				\$ 0.00
Suggested Price				\$ 1,600.00
Customer Discounts				
Customer Discounts Total			\$ 0.00	\$ 0.00
Total Selling Price				\$ 1,600.00

Ranger 1000 XP -
LE with EPS

Dual Over Head Cam

Engine - 82 hp

Box Capacity 1,000 lbs.

List 16,900

Sell \$14,500

Ranger 1000
with EPS

Single Over-Head Cam

Engine - 61 hp

Box Capacity 1,000 lbs.

List 15,000

Sell \$13,200

Ranger 570 Full Size
single Cylinder - NO EPS
44 hp

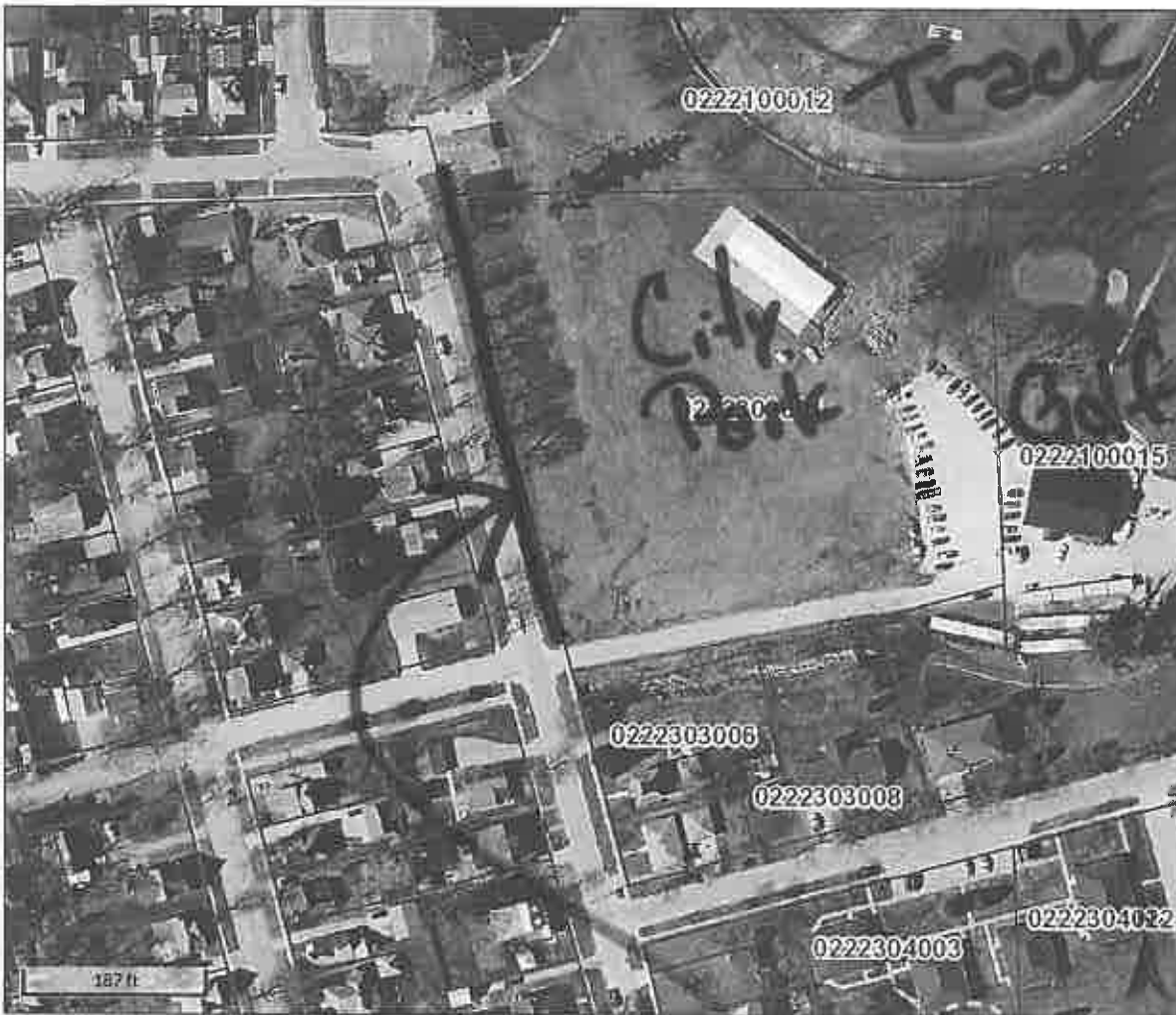
Box Capacity 800 lbs

List \$10,500

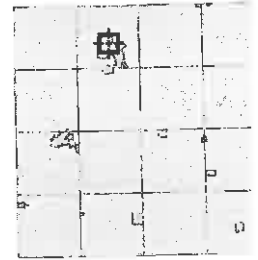
Sell \$9,300⁰⁰

Plow System - \$1,800⁰⁰

Maple St.



Overview



Legend

Parcels

<all other values>



Structures on Lease
Land

Cartography

Major Roads

Parcel ID 0228205022
Sec/Twp/Rng 28-86-03
Property Address 307 GRANDVIEW AVE
MONTICELLO

Alternate ID n/a
Class R
Acreage n/a

Owner Address FOWLER, JEFFREY L
307 GRANDVIEW AVE
MONTICELLO IA 52310

District MONCO
Brief Tax Description 28 86 03 WILLOW RIDGE 4TH ADD LOT 7
(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: 1/17/2020
Last Data Uploaded: 1/16/2020 5:35:42 PM

Developed by  **Schneider**
GEOSPATIAL

Side walk + Fence

Downtown Assessment Report



Monticello, Iowa October 29-31, 2019



Conducted By:

Iowa Downtown Resource Center



IOWA ECONOMIC DEVELOPMENT AUTHORITY
1963 Bell Avenue, Suite 200 | Des Moines, Iowa 50315
PH: 515.348.6180 | James.engle@iowaEDA.com

iowaeconomicdevelopment.com
iowaeconomicdevelopment.com/CommunityDevelopment/IDRC

ASSESSMENT TEAM

The Iowa Economic Development Authority's Assessment Team included five downtown development professionals:



JIM ENGLE, Director, Iowa Downtown Resource Center, Iowa Economic Development Authority, Des Moines, Iowa. Jim has been with IEDA since January 2014. As director of the Iowa Downtown Resource Center, he oversees all downtown development programs of the authority. His current responsibilities include managing a million-dollar annual budget, overseeing the planning and delivery of technical assistance services and developing training opportunities for all Iowa communities. Jim's areas of expertise are in organizational development, promotion, business development and working with smaller communities with populations ranging from 400 to 80,000. Prior to joining the IEDA, Jim served as Coordinator of the Wisconsin Main Street Program for 23 years. He also served as the Main Street Executive Director in Oskaloosa, Iowa. He holds a degree in Business Management from Central College in Pella, Iowa. Over the years, Jim has consulted for Main Street programs in Iowa, Wisconsin, Illinois, Indiana, Minnesota, Washington, Tennessee and Michigan. He has also presented at many national downtown conferences.



ROBIN BOSTROM, Business Specialist, Iowa Downtown Resource Center, Iowa Economic Development Authority, Des Moines, Iowa. Prior to joining IEDA, she served as the local program director in West Union. She assists with market analysis training, provides technical assistance on business development efforts for Iowa's Main Street communities, as well as one-on-one business consulting and entrepreneur development. Robin's expertise stems from over 20 years as a small business owner in rural Northeast Iowa. She has also worked for numerous non-profit organizations, served as Executive Director for Fayette County Economic Development, and Director for the Turkey River Recreational Corridor. During this time, she served as project manager for several community development projects ranging from historic building rehabilitations to streetscape projects to trail development. She holds a BA from the University of Northern Iowa and is a graduate of the Heartland Economic Development Course.



JEFF GEERTS, EcoDistricts AP, NCI CS & CM Special Projects Manager, Iowa Economic Development Authority, Des Moines, Iowa. Working for the Iowa Department of Natural Resources for 15 years and the Iowa Economic Development Authority for the last 11+ years, Jeff has more than 25 years of grant writing, grant management, and program development experience with an emphasis on environmentally sustainable development. Jeff's expertise is matching up a community's vision with the resources to make the vision a reality. Jeff is actively involved with several nonprofit organizations and currently is a board member of Des Moines Heritage Trust. Jeff is a co-owner of Millennium HRM Press, a publisher of public administration and nonprofit management focused case studies and textbooks. For the last 20 years Jeff has programmed an award winning international comparative policy course in best practices for community leaders and graduate public administration students in the Drake University College of Business and Public Administration. He regularly speaks at local, state and national conferences on sustainable community development practices. Along with being an EcoDistricts Accredited Professional and certified in the National Charrette Institute's Charrette System and Charrette Management, Jeff has a Bachelor of Science degree in management science and statistics from St. Ambrose University and master's degree in public administration from Drake University.

DENNIS REYNOLDS delivers award winning master planning, urban design, site design and public art with his unique combination of innovative design; presentation and listening skills; quick hand drawings; and pro-active facilitation of the design process. Prior to creating his own consulting practice, Reynolds Urban Design, he provided senior level design services and leadership at HOK (Kansas City), Sasaki (Boston) and NBBJ (Columbus). He founded and led the innovative HOK S+V+E "Design Studio", facilitating cutting edge multi-disciplined design concepts. His major projects include Ho Chi Minh City's Thu Thiem Peninsula Master Plan, Nanjing Olympic Sports Park (that hosted the 2005 China Games and the 2008 Summer Olympics), The Great American Ballpark for the Cincinnati Reds and the Dubai Autodrome Formula One Racing Community. As Director of Design for a major Midwest real estate development company from 2005 to 2011, Dennis was responsible for groundbreaking projects including the "New Urbanist" Village of Ponderosa and "Shimmer" lakeside terrace. Recent projects include urban design, site design and public art for the emerging downtown Des Moines Bridge District, the North Kansas City Vision Plan, East Village's City Square, Bondurant's Swings and Fireflies, Overland Park Medical Center's "Heritage" public art trail and Edina Grandview Urban Design Concepts. Dennis has a Bachelor of Arts from Wheaton College with concentrations in Fine Arts, Economics and Group Dynamics and a Masters of Landscape Architecture from Kansas State University. He currently serves on both the Urban Design Review Board for the City of Des Moines and the Iowa Urban Land Institute Board, volunteers for multiple Dog Rescue groups and provides therapy dog visits with Mister Cotton.



SARAH GRUNEWALDT, Executive Director, Main Street Washington, Washington, Iowa. Sarah began with Main Street Washington as their Director in 2012. She provides support, training, and technical assistance to her Downtown District. Sarah provides local expertise in the areas of Historic Preservation and Building Restoration as well as administers the successful Washington Incentive Grant program for Building Rehabilitation. She holds a Master's Degree in Preservation Studies from Boston University. During her graduate education, she worked in the fields of Real Estate development with her work with Historic Boston Incorporated and as an independent Real Estate Agent in the City of Boston focused primarily on the rental market. She earned her Bachelor of Arts from the University of Iowa in American History and Museum Science.



The following report summarizes the observations and recommendations resulting from an Iowa Downtown Resource Center Assessment conducted in Monticello, Iowa. In preparation of this report, the Assessment Team learned about Monticello's development history and plans for future development. The Team's familiarization process began with a review of materials supplied prior to the visit, a pre-visit survey consisting of 107 completed surveys, a driving tour of the city and a walking tour of the Downtown commercial district. The intensive three-day visit also included interviews with approximately 70 community leaders, individuals and groups representing the public and private sectors and a community meeting. Based upon these activities and the Assessment Team's extensive working knowledge in downtown economic development, this report summarizes their findings and recommendations for Monticello.

OVERVIEW

This Downtown Assessment report and recommendations for Monticello are based on the Team's downtown development experience – totaling over 100 years. Their beliefs are grounded by the philosophy that in order for Downtown to re-establish itself as the social and commercial center of the community – the physical heart and soul of the city – Downtown must become more valuable physically, economically, socially and politically.

The health of Downtown has a direct impact upon the entire community's economic well-being. They are inter-related. Downtown revitalization IS economic development. Downtown is a prime location for incubating small business, it is an affordable location for independent businesses and is historically one of the community's major employers. The commercial center provides a compact environment with multiple stories for commerce, government and living spaces, thus reducing sprawl and the cost associated with extending city services and infrastructure. The pedestrian friendly environment is convenient and accessible, serving as the center (community space) for not only commercial trade but also cultural, social and civic engagement. Historic downtown districts can serve as heritage tourism attractions. A building's condition, the business' viability and maximization of the building's square footage for income generation affect not only the property's value, but also the value of the neighboring properties and real estate in the entire community. Investments in Downtown allow it to "pay its fair share" in taxes resulting in lessening the tax burdens of its citizens and city government.

Most of our memories are directly associated with a place. We "go back" to places we feel good about. We "go back" to places where we have had positive shopping experiences. We "go back" to places where we have had fun. We "go back" to places we think are important. We are also attracted to places where we think we will have a positive experience. We must strive to make Downtown a "go to" kind of destination, not an avoidable area we pass through to get somewhere else.

**"Never doubt that a small group of committed
dependable citizens can change the world.
Indeed, it is the only thing that ever has."
-Margaret Mead**

PURPOSE

The City of Monticello and Jones County Economic Development worked with the Iowa Downtown Resource Center, Iowa Economic Development Authority (IEDA), to conduct a Downtown Assessment to raise awareness, educate, make recommendations and encourage the local community. In conducting this “self-discovery” process, Monticello has begun to empower itself by stepping out of its comfort zone. It is a good sign that the community appears ready to take additional steps to address Downtown’s challenges.

This assessment and recommendations should serve as a call to action and provide the community with current information to formulate strategies necessary to address the very serious issue of saving or improving the downtown for future generations. This report cannot and does not provide all the answers. Ultimately, Monticello citizens must explore their options, decide what is relevant and realistic and acquire additional information and resources as they address Downtown’s future.

INTRODUCTION

Monticello, Iowa is a community of 3,700 residents located in Jones County in eastern Iowa. This hardworking community, once known as the “Little Pittsburgh of the Prairie,” boasts a strong industrial base which provides solid employment and a strong work ethic. Residents are proud of their community and welcome thousands of visitors annually to Camp Courageous, Pictured Rocks and the Great Jones County Fair. Members of the Downtown Assessment Team believe the identification of strengths and challenges should be taken constructively and utilized by local leaders to do many good things in Downtown. We hope the following observations and recommendations will help identify priorities and be a starting point for positive Downtown and community projects.

MONTICELLO'S ASSETS/STRENGTHS

COMMUNITY

- Jones County Fair!
- Beautiful Riverside Garden
- Camp Courageous
- Good, industrial town
- Great location...half-way between larger communities
- Residential pride in place
- Natural beauty/Recreational opportunities
- Kirkwood Jones County Regional Center and local school system

• DOWNTOWN

- Impressive downtown architecture
- Downtown pocket park...turned difficult situation into a strength
- Good downtown traffic counts
- Public buildings including City Hall and library
- Several young business owners
- Downtown is a working town with a business mix that serves the local market
- Creative seasonal decorations



THE SURVEY SAYS.....

Prior to the Downtown Assessment the Iowa Downtown Resource Center administered an on-line survey to residents of Monticello to get their ideas and opinions about the downtown area. Approximately 107 people participated in the survey. A complete summary of survey responses is available as an attachment. Survey trends show....(answers in order of popularity)

DOWNTOWN'S GREATEST STRENGTHS:

- Businesses: Longevity of businesses; Variety; Shops I need to function
- Architecture: historical buildings; variety of storefronts; material types; city buildings; Veterans building
- Pocket Park
- People: friendly, down home residents; small town friendliness
- Walkability
- Merchants who can give a personal buying experience
- Hardware stores: Thiesen's
- Library

IF I COULD CHANGE ONE THING ABOUT DOWNTOWN MONTICELLO, IT WOULD BE:

- Change/clean up several building exteriors; Rundown buildings; abandoned; Compadres and Dollar General
- Empty storefronts look bad; Fill them up; Better window displays
- Parking; Eliminate parallel; More parking; Tight on street parking
- Improve pedestrian experience; art, signed/safe crosswalks, sidewalks, music, electronic event sign, streetlights
- More open businesses; more shops; more local vendors/galleries; more variety
- Miss Thursday night shopping and companion events; Need better store hours
- Empty dime store/Dollar General building: Facelift and fill it

WHAT TYPE OF NEW DOWNTOWN BUSINESS WOULD BE MOST SUCCESSFUL?

- Food related (many different types of food)
- Something for kids/Family entertainment
- Movie theater
- Pool hall/arcade
- Bookstore

HOW DOES DOWNTOWN MONTICELLO MAKE YOU FEEL?

- Safe and at home; Homey; At home but less so than 25 years ago
- Warm and welcoming
- Sad so many businesses have closed; Needs trees and curb appeal; Melancholy
- Good
- Like small towns still exist; Like I am in quaint little town; hometown Iowa
- Proud; Proud that a small town can survive in age of Amazon

HOW DO YOU WANT DOWNTOWN MONTICELLO TO FEEL?

- Exciting, vibrant, energetic, upbeat, exhilarating, active, thriving, night life/entertainment, hip, lively, revved
- Welcoming
- Inviting, warm, inviting no matter who you are, inviting to go shopping
- Bustling with open businesses; holiday decorations; busy and rich in history; busy with people; full

WHAT WOULD IMPROVE THE BUSINESS CLIMATE OF DOWNTOWN THE MOST?

- Nicer looking buildings; Fix outside of buildings; Highlight architecture with lighting; Fix Monti Sports windows
- Fill the void of the old Dollar General; New owners or tenants for empty buildings
- Better/longer store hours
- More and better parking; Better off street parking and signage to point it out
- Greenery; sculptures; curb appeal for pleasurable strolling; cleaner streets; lighting; seating; vibrant flags

WHICH PUBLIC AMENITIES ARE MOST NEEDED DOWNTOWN?

- Places for kids
- Street seating
- More parking
- Street trees
- Public art

ASSESSMENT TEAM'S RECOMMENDATIONS

The Assessment team's recommendations have been grouped into nine themes with suggested time frames for specific projects. It is important to take one step at a time and understand that the longer-term recommendations are not of much consequence until the shorter-term recommendations are addressed.

The Assessment Team hopes Monticello will assess each recommendation and develop a plan to implement what is right for Monticello. As the process gains momentum, community leadership will need to determine additional strategies and develop approaches that are more sophisticated.

Our hope was/is to work with leaders to identify the strengths, challenges and opportunities in a constructive way to help the community improve the vitality of the downtown over time. We appreciate the openness and honesty of residents and we appreciate that community leaders allow the Assessment Team to be honest in its findings.

Downtown appearances are extremely important for the business community, downtown residents and the pride of the community. Some issues like huge vacant white elephant buildings are complicated and take time. Others can be quicker fixes, for example small façade rehabilitation projects, sign improvements, gardens, or simple maintenance. This assessment team immediately noticed one visual issue in downtown Monticello (that we don't always see).....windows. This challenge even came out in our interviews with residents, the community meeting and the survey. This is a very achievable, short term project/program that can't be written off as minor. Gradual improvement of storefront windows and upper story windows can have a profound effect on the appearance of downtown Monticello.



Every business has its strengths and weaknesses. Downtown Monticello has businesses that do very good window displays. However, it is a challenge for a large percentage of the downtown businesses. In some cases, we couldn't tell if the holiday decorations were very early or were still up from the previous year. Some of the windows actually prevent shoppers from going inside....but once in the store, shoppers may be delighted with what they find. The storefront windows are the first point of visual contact a consumer/pedestrian has with a store. The window can increase sales in a big way. Develop a program for enhancing both storefront and upper story windows. In the display areas, there are options depending on how you want to budget for this issue. All options are based on getting some much-needed help for downtown businesses and building owners.



ACTION STEPS:

- 1) Optimally, get help from a professional to come in, give a presentation or two, and actually do several windows in the downtown. Hopefully, the ideas will resonate and create some sustainable success into the future. This may cost a couple thousand dollars, but this team believes this is a couple thousand-dollar problem. Perhaps this can be paid for by businesses with a small matching grant from another local organization.
- 2) Use local talent. It is quite evident that a handful of store owners are really good at displays. Can they work together to help existing business owners? Perhaps this starts off as tips during a lunch meeting or enlist the help of a small group to meet one on one with businesses that agree to it.
- 3) Seek student help. Use the downtown as a lab for students. Does Kirkwood have a program where students can benefit from a project like this (visual merchandising)?
- 4) Develop a city-wide window display contest. This kind of an event promotes good design.
- 5) Use the downtown windows for living displays, especially during the holidays. Camp Santa out in a downtown window.
- 6) Set a goal for businesses to change their displays (at the very least) with the seasons.
- 7) Keep downtown windows lit at night/on timers. It is an excellent way to sell the store, but also brightens up downtown Monticello (a very dark town at night) during evening hours.
- 8) The upstairs windows in downtown Monticello are also in need of attention. The downtown has little upper story housing, so the upper story windows look dark and unoccupied at night. During the daytime, when users of the downtown look up they see broken shades, torn curtains and other eyesores.



ACTION STEPS:

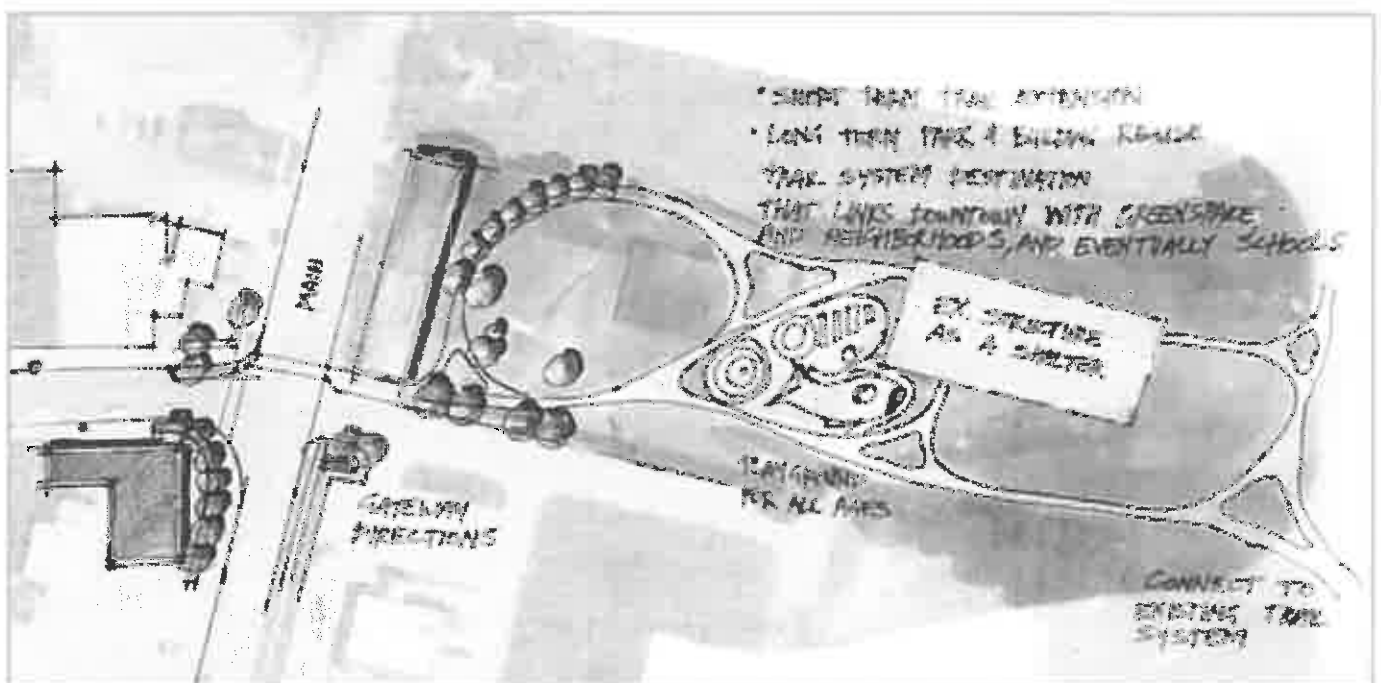
- 1) Take a walk. Identify trouble spots and work with the corresponding building owners to fix problems upstairs. They will be receptive especially if it doesn't cost them anything. Could this be a good project for Hometown Pride?
- 2) Place modest (but clean and appropriate) curtains and lamps on timers in the upper story windows.

THEME 2: COMMUNITY CONNECTIONS

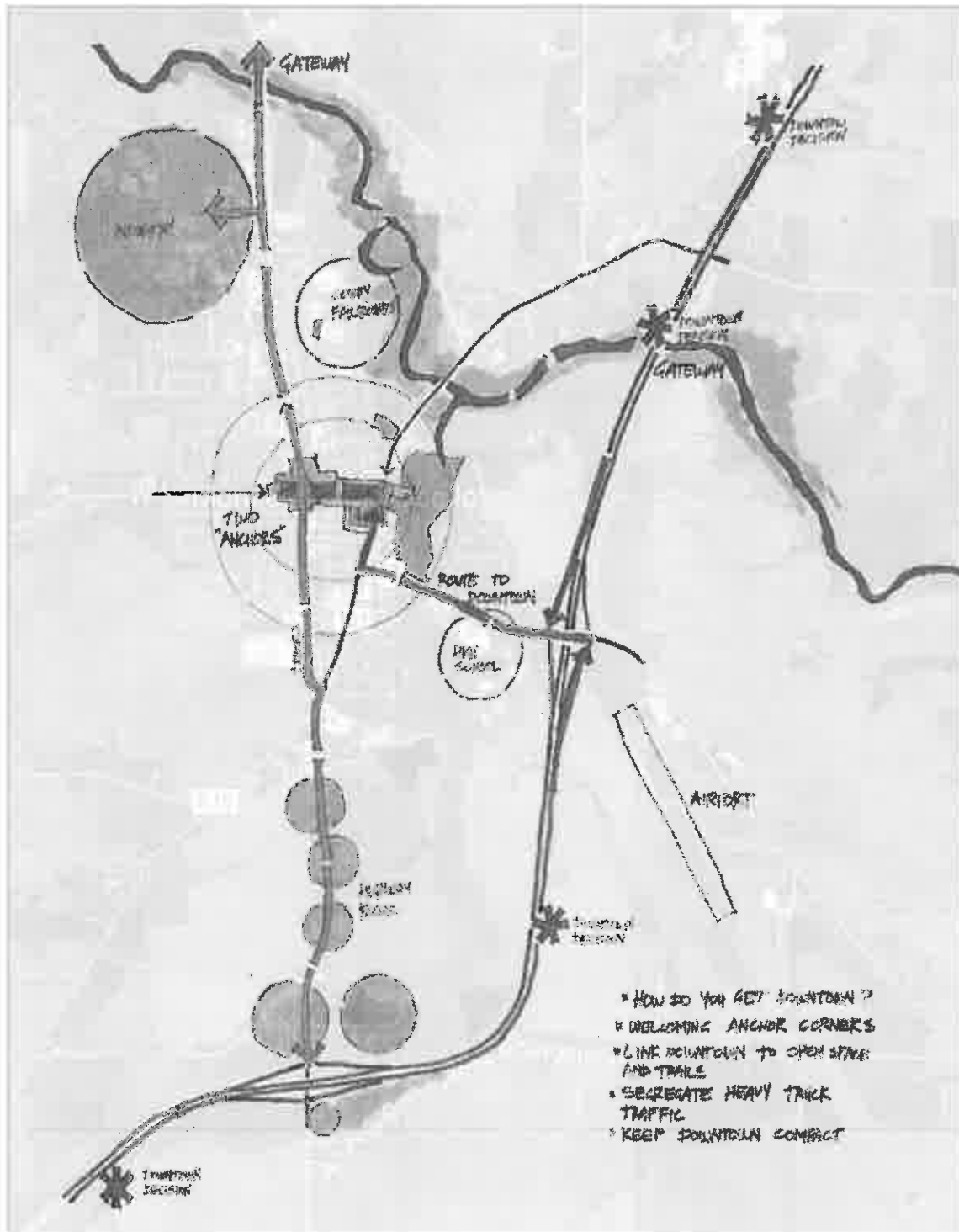
You can have a downtown with a great appearance and wonderful businesses and restaurants, but many opportunities to leverage those assets will be missed if people can't find your downtown. The Assessment team believes there are a couple of community connection issues that if addressed will improve the overall downtown environment.

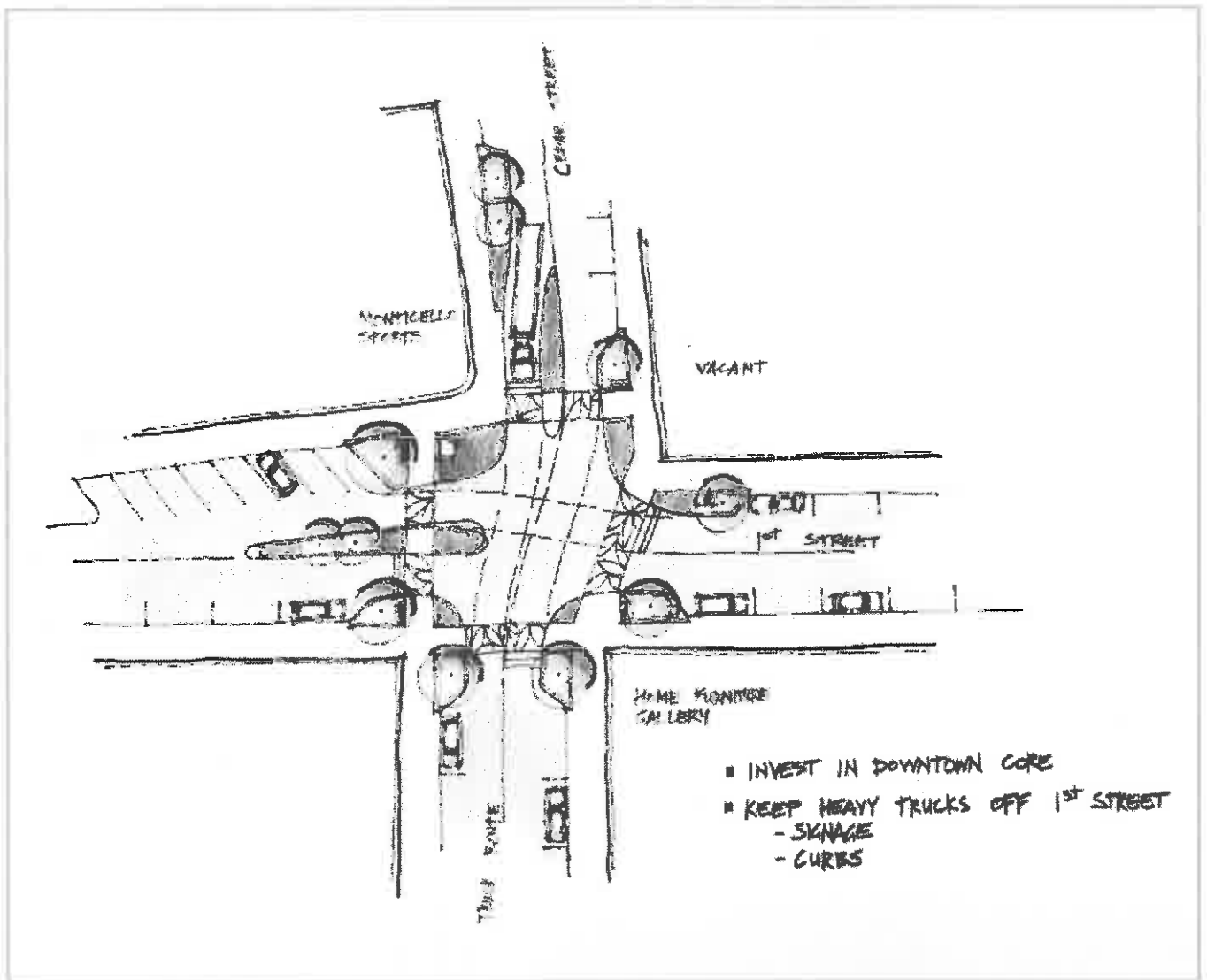
The first issue is improving how people and traffic access downtown. Currently it appears that drivers from the south on highway 151 are encouraged to take the first Monticello exit (Amber Rd). However, the second exit (Oak St) provides a shorter and more scenic route into downtown Monticello. The community, working with Iowa DOT, should identify opportunities for attractive, artistic directional signage at the highway 151/Oak Street interchange to encourage vehicle traffic to use this exit. Once vehicle traffic uses this exit, it is important to implement attractive and welcoming anchors (businesses or green spaces) at key decision points such as at East Oak Street and South Main Street and at South Main and East 1st Street.

One concept for an attractive and welcoming anchor could be converting the large building at South Main and East 1st Street into a covered pavilion/community event space and park connecting downtown to the community trail system (see image below).



While the Assessment team believes it is a good idea to direct automotive traffic to use the Oak Street exit off highway 151, it may not be the best idea for heavy truck traffic moving goods through Monticello. During the assessment visit, several participants expressed a desire to have fewer large trucks traveling through downtown on East 1st Street. It appears that there is an existing truck route to help move large trucks off East 1st Street, but the route may not be adequately signed. Truck traffic should be directed into Monticello using the Amber Rd exit off highway 151 with signage directing trucks to use Cedar Street for trips to the north, south and west of downtown. In addition to more signage directing truck traffic where to go, it may be possible to make intersection improvements at Cedar and East Main Street that will send visual cues to truck drivers as to where they should go and that they should not turn onto East 1st Street going east (see images below).





It appears Monticello really has two downtowns (within its downtown) and could be marketed that way. The eastern 1,000 feet of downtown is more auto oriented and seems to be service focused with the lumber, hardware and pharmacy services, for example. The western 1,000 feet of downtown is more pedestrian friendly, has some star architectural buildings and is retail and entertainment focused.



- 1) Work with local economic development and tourism groups and the Iowa DOT to develop attractive, strategically placed signs directing community visitors where you want them to go.
- 2) Also work to sign a truck route so heavy trucks know where you want them to go.
- 3) Seek out opportunities to improve the appearance and sense of welcome at key decision intersections including East Oak Street and South Main Street and South Main and East 1st Street.
- 4) Investigate making modifications to the Cedar and East 1st Street intersection. Quick, pilot improvements could be made by simply restriping the street and strategically placing planters. The pilot project can then be tweaked as necessary. Once the intersection is working effectively, more durable changes can be made through the addition of bump-outs, medians and perennial plantings.
- 5) Investigate options to use the old light industrial building on the northeast corner of Main and East 1st Street as a community gateway feature and to connect downtown and the community trail system.

Even in the age of websites and social media, signs still play a key role in attracting customers, helping to determine if a business is open, and the type of goods and services offered inside the business. Downtown Monticello has many different shapes, sizes and conditions of store signs. Some of the signs may be too high for passersby to notice. Different signage is needed for pedestrian traffic on the sidewalk versus what is needed for those driving. Some signs do not make it clear what is being sold or what type of service is offered within the store. Much like downtown cleanups, sign improvements can be done relatively quickly and inexpensively and encourage more shopping.



ACTION STEPS:

- 1) Modify Monticello's sign ordinance to allow for the use of blade signs that stick out from the building and are perpendicular to the street, so the signs are visible to drivers and pedestrians.
- 2) Do a sign inventory of the downtown businesses. Remove signs of businesses no longer open and operating. Identify what types of signs are missing – hours of operation, street address, services offered, etc. Sign clutter can have a negative effect on shoppers.
- 3) Use signs that describe what is inside the building. Window clings on display windows are a good way to let shoppers know what types of products they can find inside.
- 4) Are signs and display windows well-lit at night? They become a business's silent salesperson to those visiting the downtown in the evening, helping the area feel more vibrant and welcoming in the evening. Sponsor a coffee or other get together for local businesses to talk about signage, show good examples, introduce a new sign grant program, and present a top ten list of good sign practices.
- 5) Consider whether signs might also be forms of public art. See the CoSign projects in Iowa City and West Des Moines' Valley Junction for examples.
- 6) Consider working with the school district or local colleges for possible sign design, fabrication and installation. Students gain valuable hands-on experience and the cost of unique, one-of-a-kind signs can be greatly reduced. Iowa Prison Industries may also be a resource for sign development.



It is clear that the people of the Monticello area take great pride in the community. This pride is evident in the care of the homes, the fairgrounds and investment in schools and recreational spaces. Many of the people we met with during the Downtown Assessment understandably spoke with pride about Monticello's manufacturing prowess. The community's past pride in its downtown is also quite evident in the downtown's impressive architecture. Unfortunately, community pride in downtown is not quite so visually apparent today. Many of the buildings and window displays look uncared for, rundown and in need of a facelift.



Fortunately, there are many small steps and low-budget investments that can be made in downtown to quickly restore the pride visually. These small steps to downtown improvement can be grouped into three categories.

Beautify

- Cleanup
- Policy Development and Implementation
- Beautification and the Shopper Experience



One of the low-cost, most impactful steps that can be taken to improve the downtown experience and make downtown feel more inviting and welcoming is a good cleaning. Just like a good spring and fall cleaning at home or place of business, downtowns should also experience thorough routine cleanings. Downtown clean-ups can be structured into an opportunity to involve the community in hands-on downtown improvements or provide service groups or student Silver Cord program participants an opportunity for community service. Turn downtown cleaning into an event. Sign up teams representing different entities and have a downtown cleanup bash with a sponsored meal for volunteers to kick-off the cleanup and entertainment afterwards or have awards for most volunteers or "most unique item" found during the cleanup.



ACTION STEPS:

- 1) Gather a small group of people with different perspectives to take a walk through downtown and identify cleaning needs and priorities ("red flags").
- 2) Have organized downtown cleanup days in the spring and fall, quarterly, or prior to seasonal events such as the Great Jones County Fair, holidays, or community parades.
- 3) Partner with local media to feature "Caught in the Act" photos of people caught taking action to clean up downtown such as washing a storefront window, maintaining a planter, sweeping the sidewalk, or shoveling snow.

Building Maintenance and Redevelopment Policies

An additional opportunity for Monticello to support downtown revitalization is to address the condition of downtown buildings. Many sections of this report focus on building improvements...Windows of Opportunity, Upper-Story Housing and Vacant Buildings sections. In this section we focus on building related policies.

107 people participated in the community pre-assessment survey. Survey respondents clearly believe the community's historic architecture is a great asset. Beautifying the buildings, fixing storefronts and filling vacancies were clear priorities of the survey respondents and assessment participants. The city of Monticello should take steps to make sure policies and implementation strategies are in place that promote the upkeep of downtown buildings and guide development type and architectural style of future downtown development.



ACTION STEPS:

- 1) Put in place and enforce a minimum maintenance ordinance, if one does not already exist, that prescribes how buildings and properties shall be maintained.
- 2) Develop building design guidelines or standards so that downtown renovations and development activities are consistent with and support the historic architectural integrity of Monticello.
- 3) Consider establishing a vacant property ordinance requiring property owners to notify the city when a building is soon to be vacant and a plan to maintain and reoccupy the building. Put in place financial penalties or disincentives, such as an annual escalating permit fee for properties vacant for extended periods of time.

Pedestrian Experience

In addition to cleaning up the downtown, enhancing business signage and putting in place policies to protect and revitalize your historic architecture, opportunities exist to improve the overall inviting appeal and pedestrian experience of downtown. These opportunities are wide ranging with some quick, low-cost simple solutions to longer-term projects. Recommendations for improving the downtown shopping experience include adding colorful banners, outdoor seating, greenery, seasonal decorations, awnings, outdoor dining, and curb bump-outs to improve pedestrian safety, shorten street crossings, and add opportunities for more greenery.

ACTION STEPS:

- 1) The city, chamber, WIN group and local artists can work together to develop bright, colorful seasonal banners (see image on right). The banners should be appropriate to Monticello and could promote seasons of the year, Monticello's industrial heritage, or special events for examples.
- 2) Build upon the current collaboration between the city and school district for the design and planting of downtown planters. Have the planters out for more seasons or even year-round. Plantings can be changed seasonally and in winter may have holiday displays such as small Christmas trees, Christmas trees made from pallets (see Clarence, Iowa), or bulbs and greenery.



- 3) Add outdoor seating to downtown. The seating can be varied, reflect the culture of Monticello and could be developed with local resources. Look for opportunities to partner with the school, local artists, and local manufacturers (see images below).



- 4) Add bump-outs at the corners of intersections to help slow traffic, make street crossings shorter and safer for pedestrians, and to add space for more downtown seating and greenery and perhaps even outdoor dining.
- 5) Identify opportunities to add outdoor dining downtown. Maybe it's as simple as adding a couple of folding chairs and a small table in front of a restaurant. Seek out options to create direct access between the Chinese restaurant and the pocket park whether it's a full entrance or a take-out window.

- 6) Replace canopies and any worn awnings with new adjustable awnings. The use of awnings instead of canopies will make the sidewalk experience more inviting for shoppers and will make storefront windows easier to see for people in cars. Consider a small, local grant program for small projects like this, paint, signage, etc.

THEME 5: UPPER STORY HOUSING

Upper story vacancies are a problem in many downtowns across the state, Monticello included. Historically, first floors housed a business and the owners lived above their business. Over time, many of these spaces have become run down, vacant, or just simply ignored. Buildings that stand empty lose money – not just for the building owner, but also for the entire community. While visiting Monticello it was noted that there were only a handful of upper stories that are being utilized for housing. One of the common themes we heard was that downtown was “dead” after dark. This lack of activity made downtown feel empty and dark at night. Downtown residents help to activate the street and can become a built-in customer base for downtown businesses. By encouraging upper story living, you breathe new life into the community at all hours of the day and night.



Downtown residential use is an important component in downtown revitalization. Living downtown is continuing to rise in popularity across the country. Many communities in Iowa need to add additional housing throughout their community, and upper story housing should be a component of that strategy. Every successful, destination driven, downtown includes a robust and vibrant upper story living component. The more people that are on the sidewalks downtown translates to more opportunities for additional businesses in your downtown district.

Upper story spaces can offer unique, affordable housing options and other numerous benefits. It increases the town's tax base; property owners improve the cash flow on their building and overall property values increase. Downtown housing appeals to young professionals who just moved to town, and to the empty nester looking to ditch the yard and live closer to an active downtown. Iowa's split-classification of downtown properties greatly favors upper story housing development, making remodeling upper story units a sound investment for property owners. The best prospects for new downtown housing might be directed toward the development of units that



are quite different from the current inventory of housing options available in the broader community. Monticello should take advantage of the unique dimensions, layouts, and materials found in the upper levels of downtown commercial buildings to create distinguishable and even funky living spaces. Renovated units should build on the opportunities offered by the architecturally and historically interesting spaces of downtown buildings. Wood floors, exposed brick walls, high ceilings, and other historical features can become marketable design features. Many second floors also work well for creating open-concept layouts that are very desirable in today's housing market.

ACTION STEPS:

- 1) Create a Taskforce for Housing: This should be a partnership between the City, Chamber, Economic Development and downtown property owners.
- 2) Do an inventory of available upper story housing, rental rates and potential new units. Assess local market conditions. How much demand is there for quality units? What is the maximum residential rental for Monticello? What is the median market rent?
- 3) Clean upper story windows; remove broken shades or torn curtains. Place inexpensive curtains or small lamps on timers in the windows. This will improve the street view and make downtown feel more vibrant after dark.
- 4) Take field trips. Visit communities close to Monticello that have had success with upper story housing projects to tour spaces and get ideas. Good examples can be found in Mount Vernon, Cedar Rapids and Dubuque. Talk to them about their challenges, the designs of the buildings, financing, etc.
- 5) Research local funding sources for downtown housing projects. Local housing trust funds, low interest loan programs, and TIF can be local tools to help assist with getting projects started. These local funds can also be used as match for larger state and federal funding.
- 6) Address the overnight parking prohibition ordinance to encourage residential buildout. What other options exist in the downtown to provide safe and secure parking for upper floor residents?
- 7) Invite experienced developers to Monticello. We can provide examples upon request. These companies specialize in developing plans for vacant space and leveraging numerous financial resources to bring the space back to productive life.
- 8) Create a positive investment climate by working to change attitudes. Get people excited about opportunities to live downtown. Hold a downtown open house for upper floor spaces. Give tours. Include some raw spaces and potential floor plans to get people thinking. Include some nice upper floor units that are already completed and occupied. When people see finished spaces, they can more easily transfer ideas to other unfinished units.
- 9) Investigate and apply for state-wide funding opportunities for the Community Catalyst Building Remediation Fund. This grant provides up to \$100,000 to assist communities with the redevelopment, rehabilitation or deconstruction of buildings to stimulate economic growth and reinvestment in the community.

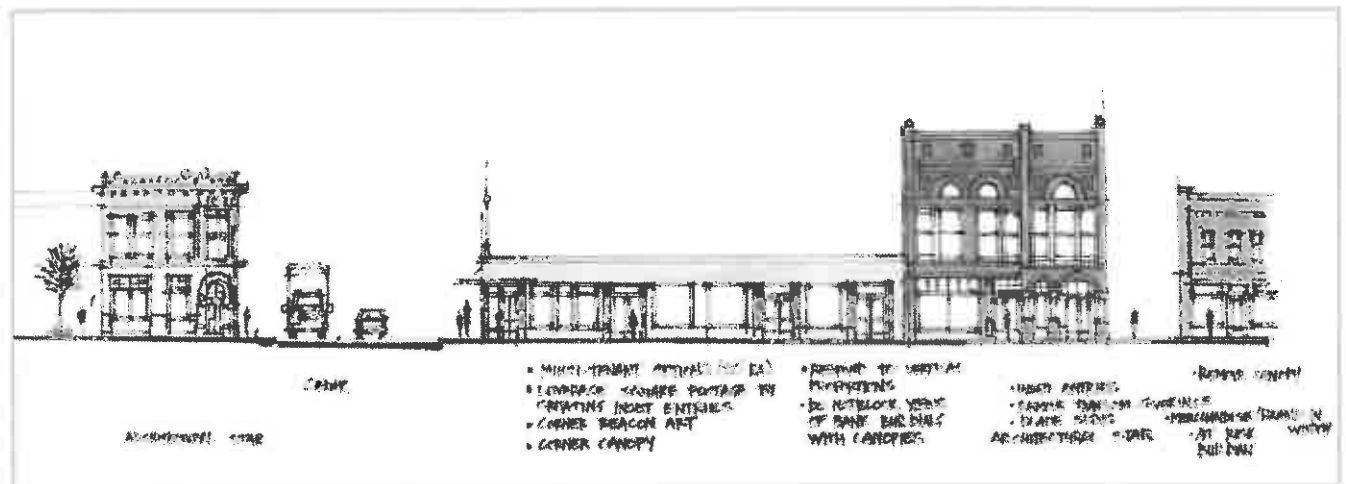
Vacant buildings can be one of the greatest challenges facing local leaders in their revitalization efforts. The physical appearance of downtown creates a strong first impression for visitors and communicates a community's sense of pride. Empty storefronts and rundown buildings were the number one concern expressed by local residents in the community survey. Monticello has several buildings that create a strong sense of pride and have retained their historic components, yet there are a few that are in definite need of repair. Some suffer from neglect and lack of regular maintenance. Others, while in good condition, are vacant and need to have a concentrated effort to fill the space with a new business. The city must partner with downtown property owners to address those properties that are in disrepair. Adaptive reuse and full utilization of vacant properties or underperforming properties that adhere to appropriate design guidelines is essential. Downtown development is an incremental process, one building, one business at a time.

ACTION STEPS:

- 1) Be proactive! Don't wait for buildings to sit empty to develop a plan. Brainstorm ideas for new uses for those that are currently empty and start to generate ideas for the Middle School building that will be vacant in the near future. Look to the survey results to see what types of goods and services residents would like to have in town. The Assessment team cautions you to avoid having the old middle school building project siphon off resources from revitalizing downtown. Mothballing the middle school building for now may be a viable option.
- 2) Put together a team of volunteers to create displays in the windows of vacant storefronts. These displays can highlight community events, holidays or showcase products available in other stores that may not have the best display windows.
- 3) Host vacant spaces tours to give people a chance to explore the space or consider holding meetings in the spaces to allow local residents to see what is available. Word of mouth can be a great advertising tool! Uptown Marion and Marshalltown have great examples of tours to showcase available space including upper story housing projects.
- 4) Reach out to the ISU College of Design Retail-Scapes Studio. This multiple disciplinary program partners senior design students with a local community to assist with community visioning and project design and is a great way to generate ideas with visual examples. Similar programs may be available at Kirkwood or the University of Iowa.
- 5) Consider applying for a CDBG Downtown Revitalization (DTR) grant. This program provides up to \$500,000 for multiple façade restorations in downtown, typically matched locally by the city and participating property owners. Because these are federal funds, there are a number of review and compliance requirements. Many communities work with their Regional Councils of Government (COG) to manage these grants. This grant takes coordination and cooperation but makes a huge visual impact on the character of the entire downtown district.



- 6) Consider dividing up large spaces like the former Dollar General building into multiple storefronts. Can it house several small Pop-up shops that need to test the market, and share overhead costs in order to be more profitable? Tour other adaptive reuse projects to get ideas. The First Street Community Center in Mount Vernon and The Village Shops in Washington are great examples of several small businesses sharing a larger space. This can be a good way for small businesses to test the market



Monticello is home to several businesses that have been operating in the community for generations. Many of these businesses provide basic goods and services, employment and donations to the community through support of local fundraisers and events. While this is a definite strength, it can also be a challenge when the time comes for these anchor businesses to change hands. Many of the groups the assessment team met with expressed concern for these landmark businesses and a desire for them to remain strong into the future.

It will be important to provide access to the necessary resources to assist these business owners as they transition their businesses to new ownership. Some transitions may also include real estate transactions as many



businesses also own their building, with many of them being key historic buildings that contribute significantly to the downtown district. Now is the time to begin building a relationship with these business owners to determine where they are in the process and what types of resources they may need. Successful business transfers do not happen overnight, and the process can be very overwhelming, especially for family-owned businesses. Establishing trust and providing access to educational resources can ease the process and hopefully retain those businesses that are important to the community. The further in advance planning occurs, the greater the ability to remove barriers to a sale and increase the market value of the business.

ACTION STEPS:

- 1) Create a Business Assistance Team of 3-4 individuals who will visit every downtown business to gather data and identify who may need assistance. See the sample business visitation forms in the resources section to assist with this process. This team's role is to become trusted liaisons for the local business owners/operators and learn what issues they may be facing. Once the team understands what the local concerns are, they can provide the appropriate resources to address local issues businesses are facing.
- 2) Offer Business Succession/Transition workshops in the community. There are many service providers who offer this training including local SCORE chapters, Small Business Development Centers (SBDC), Advance Iowa (located at UNI) and staff at the Downtown Resource Center at IEDA.
- 3) Share articles on Business Succession in the local newspaper and through other local organizations' newsletters and communication channels. See the resources section for some examples.
- 4) Begin to identify possible successors such as a family member, key employees, competitors or other entrepreneurs. Consider ways to attract former residents and alumni back to the community. Work with your current young professionals on communication efforts to tell the story of why they returned to Monticello and opened a business.
- 5) Consider creating financial packages to assist with business transitions. This could include rental assistance, low interest loans or mentoring from current owners to new ownership. Identify the hurdles that currently exist and develop strategies to address them.
- 6) Monticello is lucky to have several young business owners that have returned to the community and opened shop. However, they have not always felt welcomed as they may be operating their business differently than those who were here in the past. It is critical that every effort be made to support and nourish these young entrepreneurs. They are the future business leaders for the community and have chosen to make Monticello their home.



The Assessment team was impressed by the high-quality events that take place in Monticello, including the Great Jones County Fair. Many organizations work REALLY hard to promote the community! Monticello currently has a few great downtown events like Monti-In-Motion, Monti-Days, 4th of July Celebration and Treats on the Street. Events bring visitors into the community and provide great opportunities for local businesses to capture additional revenue. The longer a visitor lingers in the community, the better chance they will spend money which should always be the goal!

While there are many groups working to coordinate events, it appears that they are working in silos and it is difficult to find out what is happening around town. From events at the school, to those happening downtown, it is important that there be consistent coordination and an effort to streamline marketing efforts. Many locals also express frustration in being able to find out what's going on in town. Take a look at a calendar and map out when all your events fall. Look for gaps and identify months that might be good for additional programming. We feel that Monticello could add a few additional events or work better to actively promote current events. It was difficult for the assessment team to find information about your events and it was not clear who was responsible for planning or hosting the events. A weekly events list from an email newsletter or short column in the newspaper would go a long way to help promote what you have going on across multiple platforms. It should be very clear who is responsible for hosting the event should questions arise. Promotion should be done across multiple channels as more and more people are turning away from traditional media types. A 30% split between newspaper, social media, and posters/radio should be how you target potential participants.

We understand that the Great Jones County Fair takes a lot of time, effort and capital to put on annually, but as a community you should be capitalizing on the exposure that the fair brings to Monticello. An annual event calendar with all your events listed with a link to a reliable website for more information should be part of your marketing plan. This helps build brand recognition for the downtown as a "third place" for entertainment, dining and fun!

ACTION STEPS:

- 1) Plot all current events on a calendar and look for potential gaps. Are there times of the year where you could add events to engage residents on a more consistent basis? Take advantage of down time to begin planning for events that happen during the busy summer months.
- 2) The Community Calendar that is coming through Kirkwood is really exciting. Encourage all community groups to post their events, meetings, etc. to this site. Is there a local group that can take the lead in coordinating this effort? This will be a great tool for Monticello. USE IT!!
- 3) Come up with a communications plan that is agreeable to all parties working on events. Use the same communications channels for ALL events. Social media has become an effective tool to share information quickly and affordably. Facebook is the top choice for most Iowans followed closely by YouTube and Instagram.



- 4) Use the logo of the organization hosting the event in the branding and marketing – not to outshine your sponsors, but to tell people who to contact with questions. Event sponsors and organizers should be “Co-hosts” of the event on social media channels and in all marketing.
- 5) Create workplans for each event so there is a good record of what work needs to be done for each event. Workplans make it easy for volunteers to know exactly what needs to be done, when and where. It also allows for easier transition of leadership roles as people step back and new volunteers take the reins.
- 6) Engage with your WIN group. They are promoting the small businesses whether they are Chamber members or not. Utilize their energy and ideas and help them promote their events. This is an easy way to communicate better and not add any additional work to the Chamber. Also, it helps engage better with your retail community who currently seem separate from the rest of your businesses downtown.
- 7) Have a contingency plan for all your events. Weather seems to be a key factor in the success of an event as well as its budget. All events should be planned to break even no matter the weather. Sales from the event itself are a bonus.



THEME 9: COMMUNICATION

During the three-day Assessment visit, the team interviewed numerous local groups and residents from the community and learned about many current events and revitalization efforts underway. However, there seems to be a disconnect between many of the groups and a breakdown in communication channels to share all that is taking place. Many expressed frustration in not knowing what was going on and where to find more information on community and business events. Today's busy lifestyles present challenges in sharing information, especially when time and money is stretched thin. However, Monticello has a good foundation in place and could easily improve its communication channels.

ACTION STEPS:

- 1) Create a weekly email blast to share what's happening each week. Find one local group or point person that would be willing to take on this effort on a consistent basis, maybe every Monday or Friday.
- 2) Hold quarterly meetings for local organizations to give a quick update on projects they are working on. Use this meeting to identify ways the groups can help each other to support those projects that benefit the entire community. Keep the meeting to no more than one hour with the goal to simply share information.
- 3) Look for one or two key locations for a community bulletin board or kiosk to share information with the public. Maybe the pocket park and the lobby entrance to the City Hall/Library building? Designate a point person to monitor postings and remove those that are outdated.
- 4) Work with your local high school building trades class or an Eagle Scout candidate to construct outdoor kiosks that can help share information about community events. Determine key locations throughout the community where these would have the best exposure.
- 5) Design a simple business guide and map that includes all district retailers, service industry, and eating/drinking establishments. Post it online, at key traffic-generating locations, and distribute to all businesses and organizations downtown.
- 6) Look for ways to share information on social media channels. Market surveys conducted in Iowa communities show that social media is the number one source where consumers are getting their information today.
- 7) Work with Kirkwood on the development and roll-out of the new online community calendar. Help populate the site and keep it up to date!
- 8) Make sure the city website is up-to-date and easy to navigate, especially from mobile devices.



PRIORITIES:

The Assessment team encourages Monticello to prioritize projects listed in this report, as well as other opportunities we feel are of importance.

Theme #	Immediate Priorities: (0-6 months)
1	Effort to light downtown store windows at night
1, 5	Identify upper story windows that need help. Take action.
4	Leaders: Take a walk; Identify maintenance red flags
8	Plot current events on calendar; Identify gaps; strategize ways to fill them.
8	Engage with WIN group
9	Update City website

Theme #	One Year Priorities (0-12 months)
1	Window display program: Help from consultant, local talent or students or combination
1	City-wide window display contest
2	Modifications to Cedar and East 1st Street intersection, for example, restriping, planters, etc.
3	Sign ordinance review and modification
3	Inventory downtown signs; Remove obsolete ones
3	Program for businesses on appropriate and creative signage
3	Sign/façade grant program
4	Organized cleanup day(s)
4	"Caught in the Act" column in newspaper
4	Add outdoor dining
5	Create housing task force
5	Inventory of upper story housing, rental rates and potential new units
5	Upper story housing field trips: Learn
5	Research funding sources
5	Invite developers to Monticello to tour empty upper floor spaces
6	Use talented volunteers to create displays in vacant windows. And/or college classes
7	Create and activate business assistance team
7	Offer business transition workshops
8	Help activate community groups to participate in the Community Calendar
8	Develop communications plan with emphasis on social media
8	Create workplans/action plans for each downtown event
9	Weekly email blast to share what is happening downtown
9	Quarterly meetings for local organizations to discuss what they each are doing and develop partnerships.

Theme#	Longer term Projects: (0-24 months)
2	Work with appropriate entities to develop signage to direct visitors
2	Develop plan and execute improvements to appearance and sense of welcome at key intersections
2	Investigate options to use old, light industrial building at corner of Main and East 1 st St. as community gateway feature.
4	Enact a minimum maintenance ordinance
4	Develop design guidelines that can be tied to local incentive programs
4	Consider establishment of vacant property ordinance
4	Seasonal banners, outdoor seating and public art
4	Bump outs
4	Work with business owners to replace canopies with awnings
5	Work to address overnight parking ordinance/Identify more parking for upper story residents
5	Downtown open house and tours of vacant spaces
5	Apply for Community Catalyst Building Remediation Grant
7	Investigate financial packages to assist with business transitions

Theme#	Down the Road....but plan now: (24 months +)
6	Redevelopment of Middle School Building
6	Consider dividing up large spaces into multiple storefronts
6	Apply for IEDA's Downtown Revitalization Grant for downtown façade rehabilitation

CONCLUSION:

We hope this will be a working document for years to come. We encourage you to gather the community together soon to review the recommendations in this report and chart a course forward with the most popular ideas from this report and form implementation teams. One of the best ways to build on the citizen interest and excitement expressed during the Downtown Assessment is to identify “quick win” projects that show what is possible when the community comes together to revitalize downtown.

Many examples exist of approaches to implementing quick, impactful, and inexpensive downtown improvements. Some examples of these approaches are Better Block, The Place Game and Tactical Urbanism. There are several keys to these approaches of turning “spaces” into “places” – where memories will be made, and people will want to visit. These placemaking approaches are often city supported and citizen-lead efforts involving community members representing a wide variety of interests in a community. Resources are “resourced” from the community to keep costs low and to involve more of the community in the project. The projects can and should happen quickly, often within 60-90 days from project conception to installation. And, the projects are pilots—flexible and adaptable to lessons learned from implementation.

To assist the city and citizens of Monticello in keeping the momentum for downtown improvement going, the Iowa Economic Development Authority is offering the time and assistance of Jeff Geerts from the Assessment Team. Jeff is available to serve as a liaison from our agency to Monticello to assist in developing and coordinating opportunities for quick implementation of placemaking projects. As your community comes together to identify opportunities to implement downtown improvement projects, Jeff is available to share his expertise, provide technical assistance and return to Monticello to help plan and implement.

CONTACTS:

Iowa Downtown Resource Center, IEDA, Des Moines, Iowa.....	515.348.6180
.....	https://www.iowaeconomicdevelopment.com/Community/idrc
Keep Iowa Beautiful	515.323.6507
.....	https://www.KeepIowaBeautiful.com
ISU Iowa Community Indicators Program retail analysis.....	http://www.icip.iastate.edu/retail
Certified Local Governments, State Historic Society of Iowa	515.281.6826
CDBG Downtown Revitalization Program.....	515.348.6208
.....	https://www.iowaeconomicdevelopment.com/DowntownFund

National and State Preservation Services and Programs:

National Trust for Historic Preservation.....	www.preservationnation.org
Main Street America (Main Street America Network Membership)	https://www.mainstreet.org
National Park Service Preservation Briefs	https://www.nps.gov/tps/how-to-preserve/briefs.htm
State Historic Preservation Office	www.iowahistory.org

RESOURCES: (electronic files are available [here](#))

- Monticello Survey Summary
- Community Meeting Summary
- Design Renderings
- [Project for Public Spaces](#)
- [Creative Placemaking Manual](#)
- [Creative Placemaking & the Arts Resource Guide](#)
- [8 80 Cities](#)
- Wayfinding/Parking Examples
- Event Evaluation
- Great Promotional Events
- Retail Events
- Design Guidelines
- Preservation Brief: Rehabilitating Historic Storefronts
- Preservation Brief: Aluminum and Vinyl Siding on Historic Buildings
- A Checklist for Rehabilitating Historic Buildings
- Color Schemes
- Restoring Historic Commercial Buildings
- Awning Examples
- "Awnings"
- Preservation Brief: Use of Awnings
- Main Street Sign Guide
- Signs & Awnings for Downtown
- Window Displays
- Upper Story Housing Benefits
- Retail Lunch
- Business Visitation Form
- Business Succession Planning
- Business Transition Checklist
- Monticello ESRI Profile & Fast Facts
- Woodbine Business Plan Competition

SJI Construction
121 East Grand Street
Monticello, IA 52310
Phone: 319 465-7055
Fax: 319 465-3104
Email: asbestos121@gmail.com

March 4, 2019

(Incorrect Date, received on 7/29)

Doug Herman, Administrator
City of Monticello
200 E. First Street
Monticello, IA 52310
Email: dherman@ci.monticello.ia.us

Re: 520 S. Cedar Street- Zoning Exception or Change of Zoning

Dear Mr. Herman,

Would like to make this a group home for Mexican Children from the border and/or group home for persons in treatment. There are currently five finished bedrooms and four more that could be finished.

I believe we can make the one space for parking for two-person requirement and there is a fence that separates the neighbors.

My question "is it possible" I know there has to be a zoning request, but, as you know, it is difficult to get that bunch together so your opinion is what I'm after, at this time.....


Thanks!

☐ Possible

☐ Unlikely

☐ Would Recommend

With regard,


Stephen J. Intlekofer

Enc: Location Map

Email to Doug

Doug Herman

From: Doug Herman
Sent: Monday, July 29, 2019 9:29 AM
To: 'aaabeinc@gmail.com'
Cc: Brian Wolken; Tom Yeoman; dgoedken; Candy Langerman; clux; rpaulsen; Brenda Hanken
Subject: RE: Intlekofer Zoning Request
Attachments: AAA_Budget_Enviro_20190726_081321.pdf

Steve:

I have spent a little time on your letter received by e-mail today dated March 4, 2019 in regard to permitted uses at 520 S. Cedar Street. A few comments/thoughts:

1. The lot is zoned Single Family Residential. 165.31 notes that the purpose of the zoning district is as follows: "The District is intended to promote and preserve urban one-family residential development. The principal land use is a one-family dwelling....."
2. If the use is for purposes of a family day care, pre-school, nursery, child education center, etc., there are specific code requirements as follows:
 - a. No more than 6 children not related to operator
 - b. Rear yard requirements
 - c. That the operator uses the home as their primary residence.
 - d. No signage on the premises
 - e. All City Health and Fire regulations are met.

So, with regard to your "Mexican Children from the border" comment, if you are proposing a daycare/pre-school type setting with you as the operator living in the home as your primary residence this may work. (I suspect there is a vetting process you would have to successfully get through before a group of immigrant children would be released to your care.) A tenant could also qualify for an in-home daycare so long as the tenant made the residence their primary residence. Please note that there are numerous State rules and regulations you would have to comply with.

3. The Code generally allows for Group Homes for foster care or those with mental or physical handicaps. Your letter indicates "persons in treatment" and I am not sure what is meant by that. The Code does not permit "treatment centers" in general in R-1, only group homes as noted previously. Again, group home use will likely involve compliance with State rules and regulations to some extent. (Sex Offenders are also restricted under the State Code.)

It is possible that your potential uses could invoke the "Home Occupation" rules depending which direction you go.

Parking is another issue. If your use falls into one of the following categories (Cooperative Housing, rooming, boarding, or lodging house) you would need one off street parking space for every two occupants. You reference one off street parking space per two people as not being a problem, just note that if that is the standard that no parking is to occur in the Right-of-Way and cannot occur within 6' of an abutting lot. You must also remember that no more than 30% of the rear yard can be used for accessory structures/concrete, i.e. must be maintained as grass/natural landscape. (There are other parking reg's. that may come into play. I would need to look at a proposed parking layout before digging too far into what you might want to do.

Finally, your suggestion that the structure may accommodate up to nine bedrooms seems questionable. It is my opinion that the P & Z / Council would want to see a proposed floor plan, with bedrooms, bathrooms, eating areas, common

areas, etc. and then consider State Building Codes if you were going to look at a use that involved numerous bedrooms whether for childcare/foster care/group home/etc.

Your letter asked me to check a box whether I see your desires to be "possible", "unlikely", or "would recommend". Due to the generalities and various options you set out I could not say more than "possible" at this time.

As your plan develops feel free to reach out with more detailed information.

Sincerely yours,

Douglas D. Herman
City of Monticello
City Administrator, Atty.
200 E. 1st Street
Monticello, IA 52310
Phone: 319.465.3577
Fax: 319.465.3527

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

From: aaabeinc@gmail.com <aaabeinc@gmail.com> On Behalf Of aaabeinc@
Sent: Friday, July 26, 2019 8:13 AM
To: Doug Herman <dherman@ci.monticello.ia.us>
Subject: Scanned image from MX-M364N

Reply to: aaabeinc@gmail.com <aaabeinc@gmail.com> Device Name: Sharp MX-M464 Device Model: MX-M364N
Location: Showroom

File Format: PDF MMR(G4)
Resolution: 200dpi x 200dpi

Attached file is scanned image in PDF format.

Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.

Adobe(R)Reader(R) can be downloaded from the following URL:

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<http://www.adobe.com/>

SJI Construction
123 East Grand Street
Monticello, IA 52310
Phone: 319-465-5555 / Fax: 319-465-3104
Email: asbestos121@gmail.com

07/30/19

To: Douglas Herman
City Administrator
City of Monticello
200 E. 1st Street
Monticello, IA 52310
Phone: 319-465-3577
dherman@ci.monticello.ia.us

Subject: 520 S. Cedar St. – Occupancy 9-1-19

Dear Douglas,

- 1) The current plan involves a mother with 5 children moving in. Has one vehicle. I assume that means 1 parking spot required not 3 since the children don't drive or own vehicles.
- 2) Her daughter moves in January 1 with 3 children. She has one vehicle. The children don't drive or own vehicles.

If you have any objection to this arrangement now is the time to say so. We consider them a family unit for R1 purposes since there are no husbands.

- 3) This assumes the garage 24x26 can be built. Have not heard from you on this. It has been flagged for 2 weeks waiting on your approval.
- 4) We would welcome any state inspectors, but you have no jurisdiction on state rules and any suggestions on those state rules would be rejected outright.
- 5) Construction on the garage starts next week. A written okay is preferred but any action is welcome. Time is an issue. We asked 2 weeks ago for action on this.
- 6) I need to cut the curb and destroy the storm sewer drop. I assume you don't want or need it? The drive would be installed where it is now. *(to the west)*.

With regard,


Stephen J. Intlekofer

Doug Herman

From: Doug Herman
Sent: Tuesday, July 30, 2019 2:55 PM
To: Steve Intlekofer
Subject: Re: Scanned image from MX-M364N

You have a building permit already authorizing the garage correct? (I questioned your prior letter/email because it referenced a size that was larger than that shown in the Application). So long as the garage is built consistent with the permit there is nothing you currently need from me.

The demographics of your tenants may change from time to time. You are obliged to meet code requirements as the occupancy changes from time to time. A mother and children is consistent with single family residential use.

I am in meetings today/tomorrow and will plan to respond to your parking questions and storm water questions by Friday.

Doug

Sent from my iPhone

> On Jul 30, 2019, at 1:46 PM, Steve Intlekofer <asbestos121@gmail.com> wrote:

>

>

>

>

> <AAA_Budget_Enviro_20190730_125347.pdf>

CITY OF MONTICELLO, IOWA

RULES OF ORDER & PROCEDURE FOR CONDUCT OF CITY COUNCIL BUSINESS

ADOPTED: DECEMBER 2001

TABLE OF CONTENTS

RULES OF PROCEDURE.....	3
QUORUM.....	3
AGENDA.....	3
ORDER OF BUSINESS.....	4
DECORUM DURING COUNCIL MEETINGS	7
Requirements.....	7
Enforcement.....	7
DUTIES OF PRESIDING OFFICER.....	7
APPROVAL OF MINUTES.....	7
CORRECTION OF MINUTES.....	7
RULES OF DEBATE.....	8
Presiding Officer.....	8
Council member.....	8
Motion to Reconsider.....	8
Motion to Rescind.....	8
ADDRESSING COUNCIL FROM FLOOR.....	9
Securing Permission to Speak.....	9
Individuals.....	9
Spokesperson for Group Presentations.....	9
Oral Communications.....	9
Public Hearings.....	10
ADDRESSING THE COUNCIL AFTER MOTION MADE.....	10
PREPARATION OF THE MINUTES.....	10
Method of Keeping Minutes.....	10
Remarks of Council members Entered in Minutes.....	10
Synopsis of Debate Entered in Minutes.....	10
Delivery of Minutes.....	10
PROCESSING COUNCIL MAIL.....	10
SPECIAL COMMITTEES.....	
PREPARATION AND STAFF APPROVAL OF ORDINANCES, RESOLUTIONS AND CONTRACT DOCUMENTS.....	11
COUNCIL ACTION.....	11
Disqualifications.....	11
Vote Required.....	11
Ordinances and Resolutions.....	11
Minute Orders.....	11
Tie Vote.....	11
Disqualification.....	11
Absence.....	12
Successive Tie Votes.....	12
Motion to Table.....	12
INTERPRETATION OF THE RULES OF PROCEDURE.....	13

RULES OF PROCEDURE FOR
CONDUCT OF CITY COUNCIL BUSINESS
MONTICELLO, IOWA

RULES OF PROCEDURE

The Council shall determine the rules of its own proceedings by resolution, and the Clerk shall keep such rules on file for public inspection.

QUORUM

Four (4) members of the City Council constitute a quorum to do business, but less than that number may adjourn from time to time. When there is no quorum, the Mayor, Mayor Pro Tem, or any other Councilmember shall adjourn the meeting. If no Councilmember is present, the City Clerk shall adjourn the meeting.

AGENDA

All written petitions, communications, and other matters to be submitted to the City Council for inclusion in the agenda packet for consideration at a regular or adjourned regular meeting should be delivered to the City Clerk no later than the time established by current administrative policy. The City Administrator, in consultation with the Mayor, City Council, City Clerk, and department heads will establish the agenda and the order of the agenda. The City Council shall have the authority to delete items from the agenda and change the order of items on the agenda. The City Administrator shall compile the agenda, listing all matters to be considered by the Council according to the order of business, numbering each item consecutively. A copy of the agenda, complete with all accompanying staff reports and other background materials, shall be delivered to each Councilmember, Mayor, the City Attorney, City Administrator, department heads, and the press, so as to be available to the recipient no later than the Thursday preceding the Council Meeting. The agenda only, without the supporting material, is available to the public no later than 5:00 PM on the Thursday afternoon preceding the Council Meeting and in the Council Chambers during each meeting. In the case of a Special City Council meeting, the agenda will be available to the public no later than 24 hours prior to the scheduled meeting.

ORDER OF BUSINESS

The recommended order of business shall be as follows:

- Call to Order 6:00 p.m.
- Pledge of Allegiance
- Roll Call
- Approval/Addition of Agenda
- Consent Agenda
- Open Forum
- Public Hearings
- Ordinances for Adoption
- Resolution for Approval
- Motions for Approval
- City Reports
- City Staff/Elected Official Reports
- Adjournment

The City Administrator shall have the authority to vary from this recommended schedule to expedite the conduct of business or accommodate persons having business before the council.

Special Meetings Procedures

Special Meetings will be set by the Mayor or at the request of four (4) council members. Every notice (agenda) for a special meeting will state the public's right to address the Council on the item(s) appearing on that agenda.

Closed Session

A closed session may be held only by affirmative vote of either two-thirds (2/3) of the Council or all of the members present at the meeting and in accordance with § 21.5 of the Code of Iowa. A governmental body may hold a closed session only to the extent a closed session is necessary for any of the following reasons:

- a. To review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds.
- b. To discuss application for letters patent.
- c. To discuss strategy with counsel in matters that are presently in litigation or where litigation is

imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

- d. To discuss the contents of a licensing examination or whether to initiate licensee disciplinary investigations or proceedings if the governmental body is a licensing or examining board.
- e. To avoid disclosure of specific law enforcement matters, such as allowable tolerances or criteria for the selection, prosecution or settlement of cases, which if disclosed would facilitate disregard of requirements imposed by law.
- f. To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
- g. To discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property.
- h. To discuss matters regarding economic development where premature disclosure of the details relating to the project would put the city at a disadvantage with competing communities.

The minutes and the tape recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.

Electronic Meetings

A meeting may be conducted by electronic means only in circumstances where such a meeting in person is impossible or impractical and then only in compliance with the provisions of § 21.8 of the Code of Iowa. The City must comply with the following elements as outlined in the state code.

- a The governmental body provides public access to the conversation of the meeting to the extent reasonably possible.

b The governmental body complies with § 21.4 of the Code of Iowa. For the purpose of this paragraph, the place of the meeting is the place from which the communication originates or where public access is provided to the conversation.

c Minutes are kept of the meeting.

The minutes shall include a statement explaining why a meeting in person was impossible or impractical.

Workshop Meetings

The Council may conduct workshop meetings or study sessions on matters that are expected to come before the Council for formal action at a regular meeting or otherwise need study by the Council. Items to be considered will be placed on an agenda as required by the open meetings statutes.

At workshop meetings the Council will receive information and presentation of issues from the City Administrator and City staff. Council may ask questions and may request that certain information be provided or issues be addressed when items are considered further at another workshop meeting or a regular meeting of Council. Council may direct that matters under consideration be brought forward for formal action at a regular meeting, that further study be conducted if appropriate, that matters under consideration not be pursued further (except for matters requiring a public hearing), or that modifications be made before a matter is considered further.

Final action on items is not taken at workshop or study sessions. No formal vote of the Council in favor or against any agenda item may be taken at a workshop or study session.

Workshops are not public hearings. On public hearing items, public testimony will be taken before Council action on the item at a regular meeting. No member of the public or interested party has the right to make a presentation or address the Council on an item under consideration in a workshop or a study session. Questions may be directed by the Council to a member of the public or another interested party or, in appropriate circumstances, a brief presentation may be permitted by a member of the public or another interested party on an agenda item or a particular question related to an agenda item. The Mayor may limit or end the time for such response to questions or presentation.

DECORUM DURING COUNCIL MEETINGS

Requirements

While the Council is in session, all persons shall preserve order and decorum. Any person that refuses to abide by the rules shall be asked to leave the Council Chambers.

Every member of the public and every Council member desiring to speak shall address the presiding officer, and upon recognition by the presiding officer, shall confine comments to the question under debate, avoiding all indecorous language and references to personalities and abiding by the following rules of civil debate.

- We may disagree, but we will be respectful of one another
- All comments will be directed to the issue at hand
- Personal attacks will not be tolerated

DUTIES OF PRESIDING OFFICER

The Mayor (or in the Mayor's absence, the Mayor Pro Tem) shall be the presiding officer of the Council. In the absence of the Mayor and the Mayor Pro Tem, the City Clerk shall call the Council Meeting to order, whereupon the members of the Council who are present shall elect a temporary presiding officer. Upon the arrival of the Mayor or the Mayor Pro Tem, the temporary presiding officer shall relinquish the chair upon the conclusion of the matter of business before the Council. The presiding officer shall preserve strict order and decorum at all meetings of the Council, announce the Council's decisions on all subjects, and decide all questions of order. If there is an appeal to a decision of the presiding officer, the Council as a whole shall decide the question by majority vote. The presiding officer's name shall be called last on any question in voting.

APPROVAL OF MINUTES

The minutes of the preceding Council Meeting may be approved without reading; provided that the City Administrator has previously furnished each member of the Council with a copy of the minutes and that a majority of the Council has not requested such a reading.

CORRECTION OF MINUTES

When a Council member wishes to correct the minutes, he/she should contact the City Administrator in advance of the meeting with the correction. The City Administrator will then verify the correction by listening to the tape. Upon verification of an error in the minutes, the City Administrator will provide the corrections to the Council in advance of the meeting. If time constraints prevent this procedure, the Council should continue the approval of the minutes to the next meeting, and direct the City Administrator to verify the error.

RULES OF DEBATE

Presiding Officer

The presiding officer may debate, but may not make a motion. The presiding officer is subject to the limitations of debate that are imposed on all Council members, and shall not be deprived of any of the rights and privileges of a Council member.

Council member

Every Council member desiring to speak shall address the presiding officer, and upon recognition by the presiding officer, shall confine comments to the question under debate, avoiding all indecorous language and references to personalities and abiding by the following rules of civil debate. A Council member, once recognized, shall not be interrupted except according to rules of parliamentary procedure (e.g. for a point of order, parliamentary inquiry, question of privilege or appeal of presiding officer's procedural ruling).

Motion to Reconsider

A motion to reconsider any action taken by the Council may be made only on the same day that the action was taken. It may be made either immediately during the same session, or at a recessed or adjourned session on the same day. It may be made only by a Council member who had voted in the majority on the item which is the subject of reconsideration. This motion is debatable.

Motion to Rescind

A Council action may not be rescinded on the same day the action was taken, but may be rescinded at any subsequent meeting of the Council. Action taken pursuant to resolution may only be rescinded by resolution. Actions taken by motion may be rescinded by motion. A motion to rescind is debatable.

Generally, a request to rescind a prior action of the Council, not already agendized for that meeting, will not be acted upon at the same meeting at which the request is presented, but will be continued to the next meeting to permit notification of interested persons.

ADDRESSING COUNCIL FROM FLOOR

Securing Permission To Speak

Any persons desiring to address the Council are required to follow the procedures as posted in Council Chambers and shall first secure permission from the presiding officer. Remarks should be directed to the matter being considered.

Individuals

Persons addressing the Council will stand at the lecturn, give their full name and address in an audible tone of voice for the record, and sign on the sign-up sheet provided for that purpose. A time limit shall be as stated in the agenda and/or as directed by the presiding officer, unless the presiding officer grants additional time. All remarks shall be addressed to the Council as a whole and not to any individual member. Without the permission of the presiding officer only Council members and the person addressing the Council shall be permitted to enter into any discussion. Individuals addressing the Council shall have only one opportunity to address the Council on any agenda item.

Spokesperson for Group Presentations

Organized groups that wish to make a presentation longer than the time allowed for in the agenda will be required to contact the City Administrator prior to the meeting.

Open Forum

OPEN FORUM: A MAXIMUM OF 20 MINUTES WILL BE SET ASIDE FOR MEMBERS OF THE PUBLIC TO ADDRESS COUNCIL ON ANY ITEM NOT ON THE AGENDA.

- Presentations will be limited to THREE MINUTES.
- Preference will be given to individuals who did not speak at the previous Council meeting's Citizen Forum.
- Individuals may not speak more than once during Open Forum.
- All speakers must address the entire Council and will not be permitted to engage in dialogue.

SPEAKERS ARE REQUESTED TO SIGN THE SHEET PLACED NEAR THE SPEAKER'S STAND SO THAT THEIR NAMES MAY BE ACCURATELY RECORDED IN THE MINUTES OF THE MEETING.

Time limits may be increased at the presiding officer's discretion, subject to the approval of the City Council.

Generally, matters presented during the Open Forum which require further investigation or information shall be referred to staff, and if Council determines that action is required, the item may be placed on a future agenda.

Public Hearings

Interested persons or their authorized representatives may address the Council in regard to public hearing matters under consideration.

For land use application public hearings, the applicant presentation shall be limited to 10 minutes, maximum; all other individuals shall be limited to 5 minutes, maximum.

For appeals public hearings, the appellant shall be limited to 10 minutes, maximum; all other individuals shall be limited to 5 minutes, maximum.

ADDRESSING THE COUNCIL AFTER MOTION MADE

After a motion is made and seconded by a Council member, no person shall address the Council except upon the request of a member of the Council through the presiding officer.

PREPARATION OF THE MINUTES

Method of Keeping Minutes

The minutes of the Council shall be prepared at the direction of the City Administrator and shall be recorded in a book kept for that purpose, with a record of each particular type of business transacted by the Council set off in paragraphs with subheadings. The minutes must contain only a record of such business as was actually passed upon by a vote of the Council and shall not be required to contain a verbatim transcript of the proceedings. A record shall be made of the names of persons addressing the Council, the title of the subject to which their remarks relate and whether they spoke in support of or in opposition to such matter.

Remarks of Council members Entered in Minutes

A Council member may request, through the presiding officer, the privilege of having an abstract of that member's statements on any subject under consideration by the Council entered in the minutes. If the Council consents, such statements shall be entered in the minutes.

Delivery of Minutes

The City Administrator shall cause a copy of the minutes to be forwarded to each Council member, Mayor, and department heads, typically delivered with the agenda packet for the next regular meeting.

PROCESSING COUNCIL MAIL

The Mayor (or designee) is authorized to receive and review all mail generally addressed to the City Council. All correspondence not requiring Council action will be acted upon between Council Meetings and referred to staff if appropriate. Action taken on these communications will later be reported to the City Council.

SPECIAL COMMITTEES

Subject to approval of the Council, the Mayor may appoint special committees of the Council members, private citizens, or both, as deemed desirable and necessary to assist and advise the City Council in its work.

PREPARATION AND STAFF APPROVAL OF ORDINANCES, RESOLUTIONS AND CONTRACT DOCUMENTS

All ordinances shall be prepared or reviewed by the City Attorney. Ordinances shall be prepared for presentation to the City Council only if ordered by a majority vote of the City Council, requested by the City Administrator, or prepared on the City Attorney's own initiative. As time allows, the City Attorney may assist individual Council members in preparation of ordinances for future Council consideration.

All ordinances, resolutions and contract documents to be presented to the Council shall first be approved as to form and legality by the City Attorney or an authorized representative. When substantive matters of administration are involved, the ordinance, resolution, or contract shall also be

examined for administration by the City Administrator, the head of the affected department, or an authorized representative of the City Administrator.

COUNCIL ACTION

A roll call vote will be taken of all Council member's votes.

All ordinances, resolutions and other matters or subjects requiring action by the Council must be introduced and sponsored by a member of the Council, by motion duly made and seconded. Debate shall not be permitted on a motion until it is seconded and until the motion has been restated by the presiding officer or the City Clerk. After the vote has been called, there will be no further discussion or debate, except that members of the Council may be permitted by the presiding officer to explain their votes. All ordinances and resolutions may be introduced and passed by reading the title only; they shall be read in full only when requested by a majority of the Council.

Disqualifications

All members present at any meeting must vote unless disqualified, in which case the disqualification shall be publicly declared and a record thereof made.

The City Attorney is available to help Council members decide if they should declare a disqualification on any issue. There may be instances where financial conflict of interest is not the issue, and again, the City Attorney will provide guidance in determining whether a Councilmember should disqualify him/herself from acting on the item. In these instances Council members should use the phrase, "....to avoid the appearance of impropriety."

Vote Required

a. Ordinances and Resolutions

Legislative action shall be taken by the Council only by means of an ordinance or resolution. Except where a greater number of votes are required by statute or Charter, any ordinance or resolution introduced or passed must receive the affirmative votes of the majority members of the Council.

b. Minute Orders

Administrative matters may be acted upon by minute order. These actions may be taken by motion and, unless subject to Charter, statutory or Constitutional requirements, shall be deemed passed upon receiving a majority vote of all Council members present.

Tie Vote

If a tie vote should occur on an appeal to the Council of an administrative decision, or on any matter before the Council, the tie vote shall be resolved as follows:

a. Disqualification

A tie vote resulting from a disqualification of one or more Council members, with no Council members absent and no vacancies on the Council shall constitute a denial of the appeal, or a defeat of the motion.

b. Absence

A tie vote during the absence of one or more Council members, or when there is a vacancy on the Council shall cause the item to be automatically continued (typically to the next meeting); except that as to matters on which action must be taken on a date prior to the next meeting, a tie vote shall constitute a denial of the requested action.

Successive Tie Votes

A tie vote at the next meeting on a matter which has been continued as a result of a tie vote constitutes a denial of the appeal or defeat of the motion.

Motion to Table

A motion to table may be made to suspend City Council consideration of an item that appears on a City Council meeting agenda for reasons of urgency or to end an unproductive discussion. A motion to table is not in order when another Council member has the floor. A motion to table requires a second, is not debatable, is not amendable, requires a majority vote for passage, and, if adopted, cannot be reconsidered at the meeting at which it is adopted. Council members will refrain from using a motion to table as a means of capriciously limiting debate among Council members, to

suppress a minority of the Council, or to avoid public input on an agenda item under consideration by the Council.

INTERPRETATION OF THE RULES OF PROCEDURE

The City Attorney shall be considered the final authority on any questions regarding the application or interpretation of the rules and procedures. In the absence of the City Attorney, the City Administrator shall be considered the final authority on the rules of procedure for the conduct of City Council Business.

CITY NAME Monticello	NOTICE OF PUBLIC HEARING -PROPOSED PROPERTY TAX LEVY Fiscal Year July 1, 2020 - June 30, 2021	CITY CODE 53-495
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The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 2/4/2020	Meeting Time: 6:00 PM	Meeting Location: 220 E 1st Street, Monticello, Iowa
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At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the Council will publish notice and hold a hearing on the proposed city budget.

City Web Site (if available): www.ci.monticello.ia.us		City Telephone Number: 319-465-3577		
Iowa Department of Management	Current Year Certified Property Tax 2019/2020	Budget Year Effective Property Tax 2020/2021**	Budget Year Proposed Maximum Property Tax 2020/2021	Annual % CHG
Regular Taxable Valuation	1 140,757,476	131,235,008	131,235,008	
Tax Levies:				
Regular General	2 \$1,140,136	\$1,140,136	\$1,063,004	
Contract for Use of Bridge	3 \$0	\$0		
Opr & Maint Publicly Owned Transit	4 \$0	\$0		
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	5 \$0	\$0		
Opr & Maint of City-Owned Civic Center	6 \$0	\$0		
Planning a Sanitary Disposal Project	7 \$0	\$0		
Liability, Property & Self-Insurance Costs	8 \$0	\$0		
Support of Local Emer. Mgmt. Commission	9 \$0	\$0		
Emergency	10 \$0	\$0		
Police & Fire Retirement	11 \$0	\$0		
FICA & IPERS	12 \$252,852	\$252,852	\$223,898	
Other Employee Benefits	13 \$192,829	\$192,829	\$199,688	
*Total 384.15A Maximum Tax Levy	14 \$1,585,817	\$1,585,817	\$1,486,590	-6.26%
Calculated 384.15A Maximum Tax Rate	15 \$11.26631	\$12.08380	\$11.32769	

Explanation of significant increases in the budget:

Not Applicable

If applicable, the above notice also available online at:

City of Monticello website www.ci.monticello.ia.us and the City of Monticello Facebook Page. City of Monticello Iowa

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy

**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year