

# City of Monticello, Iowa

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Final Agenda Posted on July 16, 2020 at 4:00 p.m.

Monticello City Council Meeting July 20, 2020 @ 6:00 p.m.

Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

<b>Mayor:</b>	Brian Wolken	<b>City Administrator:</b>	Doug Herman
<b>City Council:</b>		<b>Staff:</b>	
<b>At Large:</b>	Dave Goedken	<b>City Clerk/Treas.:</b>	Sally Hinrichsen
<b>At Large:</b>	Brenda Hanken	<b>Police Chief:</b>	Britt Smith
<b>Ward #1:</b>	Gary Feldmann	<b>City Engineer:</b>	Patrick Schwickerath
<b>Ward #2:</b>	Candy Langerman	<b>Public Works Dir.:</b>	Nick Kahler
<b>Ward #3:</b>	Chris Lux	<b>Water/Wastewater Sup.:</b>	Jim Tjaden
<b>Ward #4:</b>	Tom Yeoman	<b>Amb. Dpt. Lead Par.:</b>	Lori Lynch

- 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.)

<b>Approval</b> of Council Mtg. Minutes	July	06, 2020
<b>Approval</b> of Payroll	July	16, 2020
<b>Approval</b> of Bill List		
<b>Approval</b> of Treasurer's Report for period June 01, 2020 through June 30, 2020		
<b>Approval</b> of Treasurer's Report for period July 01, 2019 through June 30, 2020		

## Public Hearing and Action Related Thereto:

1. **Public Hearing** on the Status of Funded Activities for the 2020 CDBG OT Award. (CDBG funds related to CARES Act, funding UV Disinfecting Lamp for Ambulance and Accountability Software and Equipment for Fire Dpt.)

## Motions:

2. **Motion** to approve replacement of sidewalk/driveway panels in front of Monticello Monument at City Cost.
3. **Motion** to approve rental of "Beer Tent" shelter at City Park to Jeff McCormick for private parties on July 23<sup>rd</sup> and 24<sup>th</sup> (Entertainment, port-a-potties, 30-50 people/night)

## Resolutions:

4. **Resolution** approving Grant Agreement between the City of Monticello and the Iowa Economic Development Authority, Iowa Center for Rural Revitalization, Rural Innovation Grant Agreement.

5. **Resolution** to approve final contract payoff to Jason Rauen for Yard Waste / Compost facility.
6. **Resolution** to schedule Public Information Meeting related to the City of Monticello's intent to file an USDA Grant Application requesting grant funds to assist with the 6<sup>th</sup> Street Ditch Waterway Storm Water improvement project.

**Ordinances:**

7. **Ordinance** approving Monticello City Code of Ordinances. (Second Reading)

**Reports / Potential Action:**

1. City Administrator
  - a. Tree Board Survey to N. Sycamore Street
  - b. N. Sycamore Street Painting
  - c. Insurance Savings
2. Police Chief
  - a. Misc.
3. Public Works Director
  - a. Compost Site Grinding and Windrow Work
  - b. Misc.
4. Park and Recreation
  - a. Misc.

**Goal Setting Session:** The Public may remain during the Goal Setting session, however, this is not a public meeting. It is a meeting of the elected officials to discuss and consider priorities moving forward.

**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.

## **Meeting Instructions for the Public**

**Due to the Covid-19 Virus the City Council will be limiting access to the Council meeting to a limited number of residents on a first come first served basis so that social distancing may be maintained. The meeting will continue to be broadcast on Mediacom (Local Access Channel) and will be accessible via Zoom.**

The City Administrator will be on the Zoom Meeting app and you may participate by joining the meeting via zoom, the information being set forth below.

Topic: City Council Meeting July 20<sup>th</sup> at 6:00 p.m. (Log in between 5:45 and 6:00)

Join Zoom Meeting:

<https://us02web.zoom.us/j/86822735296?pwd=SFIFanZSS0JxaDRuZmViWjhIT2FaUT09>

Meeting ID: 868 2273 5296

Password: 463441

Dial by your location 1-312-626-6799

**Some feel more comfortable with other wearing masks. While not required, please take this consideration into account.**

Regular Council Meeting  
July 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 and Police Chief Britt Smith. City Engineer AJ Barry joined electronically. The public was invited to attend the meeting in person, with limited seating or participate in the meeting electronically via "Zoom Meetings" and were encouraged to communicate from Zoom Meeting via chat, due to the heightened public health risks of the Coronavirus Pandemic (COVID-19). The meeting did have public attendance, both in-person and on Zoom Meeting.

Yeoman moved to approve the agenda, adding resolution to adopt the Jones County Multi-Jurisdictional Local Hazard Mitigation Plan and correction of Mark Stoneking appointment to Fire Board not Park Board. Langerman seconded, roll call unanimous.

Kay Junion, 245 N Arminda, requested Council to reconsider fireworks ordinance and to shorten the time allowed. She also voiced concerns on neighbor demolishing pickup/ trailer box. Smith reported an officer investigated and the construction project is allowed in the City Code unless it is for capital gains, then it would fall under the home occupation code.

Bud Coyle, 515 North Sycamore, addressed issues with the area by Sixth Street that was seeded but weeds are growing not grass. Herman stated this was outside the North Sycamore Project, but city did deliver some dirt and the seeding contractor did seed that area.

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

Mayor Wolken opened the public hearing on the proposed adoption of the Monticello City Code of Ordinances. Staff received no written comments and there were no oral comments. Mayor Wolken closed the hearing on the proposed adoption of the Monticello City Code of Ordinances. Lux introduced and moved Ordinance #728 adopting the "Code of Ordinances of the City of Monticello, Iowa, first reading and in title only, Yeoman seconded, roll call unanimous.

Herman reported on concerns that catch basin cap on the east side of the Monticello Monument's driveway has moved and the owner Mark Kraus feels the location storm sewer is why the driveway is damaged. Goedken questioned the need of four catch basins on each side of the street in that short distance. Herman stated Brian Monk pinned the catch basin cap to the sidewalk across the street when he redid his sidewalk. Kraus reported there are about six trip hazards in front of his store, which he purchase about five years ago. Kraus feels the City storm sewer is causing the damage to his sidewalk and driveway. Goedken felt City should check to see if the four catch basins are needed on both sides of the street. Yeoman moved to table the motion to approve replacement of sidewalk/ driveway panels in front of Monticello Monument at City cost, Lux seconded, roll call unanimous.

Herman read email received from Norm Zimmerman related to his property at 920 North Cedar Street and his two proposed options to install sewer service. Option 1 – Zimmerman will pay \$12,000 and both of his neighbors to pay \$5,000 each, if the City installs an 8-inch sewer main. Option 2 – Zimmerman requests City get the easement from Systems Unlimited and allow him

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to use it, and he will install a 6-inch private line, which will connect to the City manhole in Systems Unlimited driveway, at his expense. Goedken moved to direct Herman to proceed with 8-inch sewer main to 920 North Cedar, contacting City Engineer to get cost estimate and DNR approval as discussed. Further approving, if cost estimate comes in too high or DNR will not approve the 8-inch sewer main as proposed, then authorize Norm Zimmerman to extend a 6-inch service line to the City manhole in Systems Unlimited driveway, at his expense. Feldmann seconded. Roll call unanimous.

Herman reported that Keith Hagen would like to construct a home on East First Street on land located just west of the sewage treatment plant road. City Engineers designing the sewage treatment plant upgrades do not see an issue with a home being built there as it would be located outside the "restricted area". Hagen stated he would like to install a 4-inch sewer line and a 1-inch water line to the west along First Street to connect to the City mains near Riverview Court. Goedken moved to approve Keith Hagen to install private water and sewer lines along East First Street and connect to the City Main near Riverview Court and after the private lines are installed, that City staff should add this line to the City GIS system for locating purposes. Feldmann seconded. Roll call unanimous.

Yeoman moved to approve Resolution #2020-78 Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2021 for the City of Monticello, Langerman seconded, roll call unanimous.

Herman reported doing a walk thru with the Berndes Center HVAC engineer and contractor to prepare a punch list of items to be addressed. Herman has reviewed the punch list work completed and recommends payment to the contractor and to pay retainage in 30 days absent of identification of problem of the work performed. Goedken moved to approve Resolution #2020-79 Approving Pay Request #4 from Crawford Company related to Berndes Center HVAC Project, Langerman seconded. Roll call unanimous.

Smith reported when they re-did the ambulance on-call work schedule to increase their work load and to cover all night shifts, 7 days a week from 6 pm to 6 am, it was proposed to increase the on-call rate from \$2.00 per hour to \$8.00 per hour. Once a member actively responds to a call or treating/ transporting a patient, the rate increases to \$19.30 per hour for EMT and AEMT and to \$22.30 per hour for Paramedic. Langerman moved to approve Resolution #2020-80 Approving on-call Ambulance Pay Rates, Hanken seconded, roll call unanimous.

Herman reported Smith applied for a CDBG grant and received \$2,295.00 to purchase a UV disinfecting light for the ambulance service and Accountability Software and Equipment for the Fire Department. Conditions of the grant require the City to have certain policies in place and to hold a public hearing. Goedken moved to Resolution #2020-81 Approving the Residential Anti Displacement & Relocation Assistance Plan Policy, Equal Opportunity Policy, Excessive Force Policy and Affirmative Fair Housing Policy related to the CDBG Grant and Scheduling a Public Hearing for July 20, 2020 at 6:00 pm. Lux seconded, roll call unanimous.

Herman reported Jones County Emergency Management Coordinator Brenda Leonard advised FEMA approved the Jones County Multi-Jurisdictional Local Hazard Mitigation Plan, which covers all of Jones County and each City needs to approve plan to be eligible for FEMA funding. Lux advised the Plan needs to be reviewed and approved every five years. Langerman moved to

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approve Resolution #2020-82 Approving Jones County Multi-Jurisdictional Local Hazard Mitigation Plan, Lux seconded, roll call unanimous.

Herman advised the Goal Setting work session will follow the July 20<sup>th</sup> Council meeting.

Herman stated Tree Board Chair Anne Strittmatter put together a survey for residents along the North Sycamore Street project. Tree Board will try to contact anyone that does not return a survey. Tree Board member and Black Hills Energy employee Marv Kelchen had stated at their last meeting, he did not have an issue with trees being planted over gas mains, as long as it was not within 6-feet of "T" of the main. Stuart Gerdes, 615 North Sycamore, questioned if they could plant a tree on their own instead of waiting for the City. Wolken stated he would need to get a tree permit that the Tree Board would review and the cost of the tree would be at their expense. Herman inquired if Council was okay with trees being planted over water and sewer mains. Goedken did not see an issue if the Tree Board approves, then Council should not deny. If the residents on the east side of the street put in trees with shorter roots, it shouldn't be a problem. Wolken questioned if the tree planting advice from the Engineer was a recommendation or a requirement. Due to the availability of trees, Herman stated the Tree Board is looking at planting some trees this fall and the majority of them in the spring.

Herman stated LL Pelling was hired to do the painting on North Sycamore Street but no start date was set.

Herman reported the State will begin the Resurfacing Hwy 38 Project in 2022. IDOT contacted Herman regarding a Federal mandate that every street project look at installing bike lanes. Herman felt it would not work on Cedar Street and to do on First Street would require the elimination of parking on one side of the street. The sidewalk intersections will need to be handicap accessible. The State will pay for the street portion of the project. If the City wants to do the parking area, it will be at the City's expense.

Herman advised the yard waste grinding should have been completed already. However they had equipment struck by lightning and had to replace the equipment. They have the new equipment now, but with the COVID-19 there is more brush than usual, so they are behind schedule. Council questioned if they should be looking for a new company to do the grinding and maintenance.

Smith reviewed information regarding purchasing a vehicle to replace the vehicles going to Airport and Park Departments. He is looking at purchasing an SUV with a standard V-6 or a hybrid V-6. He is not proposing a propane vehicle at this time, as the conversion kits are so expensive. He plans to test drive the Cedar Rapids Police Department hybrid vehicle. A standard SUV is around \$32,000, while a hybrid SUV is \$37,000 and the fuel savings are higher.

Kahler stated he contacted LL Pelling after the last Council meeting and was advised that they completed the Highway 38 project and were leaving town the next day and would not be back this year. He stated if he lined up the streets they would do them before leaving town, so he met with Herman and they selected the east side of 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup> Streets and Diamond Drive to be sealcoated and they asked if they could do 7<sup>th</sup> Street at no cost to the City.

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Herman reported Park & Facilities Superintendent Shannon Poe advised him today that 111 passes were sold, with 366 people included on the passes. There were 85 City, 20 School District and 6 Jones County passes sold

Feldmann moved to adjourn at 8:29 P.M.

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Brian Wolken, Mayor

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Sally Hinrichsen, City Clerk

# PAYROLL - JULY 16, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>June 29 - July 12, 2020</b>				
Devin Arduser	\$ 30.64	\$ -	0.00	0.00	\$ 26.34
Brian Bronemann	654.72	-	0.00	0.00	531.16
Drew Haag	713.92	-	0.00	0.00	574.50
Ben Hein	169.92	-	0.00	0.00	146.03
Mary Intlekofer	1,957.20	-	0.00	0.00	1,341.65
Dean Jensen	279.60	-	0.00	0.00	238.29
Brandon Kent	1,957.20	-	0.00	0.00	1,281.92
Jim Luensman	594.15	349.50	0.00	0.00	457.01
Lori Lynch	2,327.60	-	0.00	0.00	1,560.88
Dave McNeill	671.68	-	0.00	0.00	544.16
Mandy Norton	319.68	-	0.00	0.00	256.43
Shelly Searles	2,283.40	419.40	0.00	0.00	1,525.81
Jeff Silver	605.80	-	0.00	0.00	495.70
Sabrina Strella	208.00	-	0.00	0.00	172.90
Jenna Weih	1,867.60	-	0.00	0.00	1,367.25
Curtis Wyman	2,004.63	380.63	0.00	0.00	1,290.59
<b>TOTAL AMBULANCE</b>	<b>\$ 16,645.74</b>	<b>\$ 1,149.53</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 11,810.62</b>
<b>CEMETERY</b>	<b>June 27 - July 10, 2020</b>				
Ed Goldsmith	\$ 345.00	\$ -	0.00	0.00	\$ 313.61
Ty Kehoe	337.50	-	0.00	0.00	311.68
Connor Lambert	277.50	-	0.00	0.00	251.37
Luke Lambert	228.75	-	0.00	0.00	209.25
Dan McDonald	1,795.63	95.63	0.00	0.00	1,299.81
<b>TOTAL CEMETERY</b>	<b>\$ 2,984.38</b>	<b>\$ 95.63</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,385.72</b>
<b>CITY HALL</b>	<b>June 28 - July 11, 2020</b>				
Cheryl Clark	\$ 1,736.10	\$ 8.10	0.00	1.50	\$ 1,176.62
Doug Herman	4,280.49	-	0.00	0.00	3,018.81
Sally Hinrichsen	2,550.27	-	0.00	0.00	1,604.26
Nanci Tuel	1,530.40	-	0.00	0.00	1,011.78
<b>TOTAL CITY HALL</b>	<b>\$ 10,097.26</b>	<b>\$ 8.10</b>	<b>0.00</b>	<b>1.50</b>	<b>\$ 6,811.47</b>
<b>COUNCIL / MAYOR</b>					
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	92.35
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
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 900.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 827.70</b>
<b>LIBRARY</b>	<b>June 29 - July 12, 2020</b>				
Melli Hunter	\$ 520.25	\$ -	0.00	0.00	\$ 433.75
Penny Schmit	1,132.00	-	0.00	0.00	631.24
Michelle Turnis	1,655.77	-	0.00	0.00	1,032.60
<b>TOTAL LIBRARY</b>	<b>\$ 3,308.02</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,097.59</b>

# PAYROLL - JULY 16, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>MBC</b>					
<b>June 29 - July 12, 2020</b>					
Jacob Oswald	\$ 2,038.46	\$ -	0.00	0.00	\$ 1,529.03
Shannon Poe	1,624.23	-	0.00	0.00	1,111.83
<b>TOTAL MBC</b>	<b>\$ 3,662.69</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,640.86</b>
<b>POLICE</b>					
<b>June 29 - July 12, 2020</b>					
Zachary Buehler	\$ 2,037.00	\$ -	0.00	0.00	\$ 1,506.94
Peter Fleming	2,193.00	-	8.00	8.00	1,541.20
Dawn Graver	2,400.00	-	0.00	0.00	1,723.16
Erik Honda	2,415.00	-	12.00	12.00	1,787.19
Jordan Kcos	2,436.00	-	0.00	0.00	1,752.78
Britt Smith	2,996.15	-	0.00	0.00	2,185.37
Madonna Staner	1,530.40	-	0.00	0.00	1,156.09
Brian Tate	2,866.50	-	0.00	0.00	2,091.37
<b>TOTAL POLICE</b>	<b>\$ 18,874.05</b>	<b>\$ -</b>	<b>20.00</b>	<b>20.00</b>	<b>\$ 13,744.10</b>
<b>ROAD USE</b>					
<b>June 27 - July 10, 2020</b>					
Zeb Bowser	\$ 1,891.25	\$ 191.25	0.00	0.00	\$ 1,413.16
Eric Jungling	1,837.85	185.85	0.00	0.00	1,297.57
<b>TOTAL ROAD USE</b>	<b>\$ 3,729.10</b>	<b>\$ 377.10</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,710.73</b>
<b>SANITATION</b>					
<b>June 27 - July 10, 2020</b>					
Michael Boyson	\$ 1,941.20	\$ 253.20	0.00	0.00	\$ 1,350.40
Nick Kahler	2,079.81	-	0.00	0.00	1,428.45
<b>TOTAL SANITATION</b>	<b>\$ 4,021.01</b>	<b>\$ 253.20</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,778.85</b>
<b>SEWER</b>					
<b>June 27 - July 10, 2020</b>					
Tim Schultz	\$ 2,007.50	\$ 247.50	0.00	0.00	\$ 1,391.74
Jim Tjaden	2,346.15	-	0.00	0.00	1,694.98
<b>TOTAL SEWER</b>	<b>\$ 4,353.65</b>	<b>\$ 247.50</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,086.72</b>
<b>SWIMMING POOL</b>					
<b>June 26 - July 9, 2020</b>					
Kelsey Adams	\$ 136.00	\$ -	0.00	0.00	\$ 125.60
Hannah Ahlrichs	16.40	-	0.00	0.00	15.14
Harrison Ahlrichs	152.00	-	0.00	0.00	139.80
Sophia Ahlrichs	56.56	-	0.00	0.00	52.23
Sydney Ballou	352.80	-	0.00	0.00	305.15
Allyson Bartachek	134.40	-	0.00	0.00	124.12
McKenna Bell	55.31	-	0.00	0.00	51.08
Mya Boffei	525.30	-	0.00	0.00	447.20
Makayla Coffey	36.00	-	0.00	0.00	33.25
Autry Fasnacht	228.80	-	0.00	0.00	203.03
Jill Flynn	50.00	-	0.00	0.00	46.17
Sullivan Flynn	298.00	-	0.00	0.00	257.02
Corinne Gadiant	88.15	-	0.00	0.00	81.40
Gabriell Gadiant	41.85	-	0.00	0.00	38.65
Ella Glawatz	136.00	-	0.00	0.00	125.60
Leah Holub	260.40	-	0.00	0.00	227.06
Emma Hynick	61.50	-	0.00	0.00	56.80
Austin Kurt	158.10	-	0.00	0.00	144.82



# PAYROLL - JULY 16, 2020

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>SWIMMING POOL (cont.)</b>					
Megan Mahoney	399.75	-	0.00	0.00	343.81
Alexandra McElmeel	90.00	-	0.00	0.00	83.11
Elizabeth Petersen	287.70	-	0.00	0.00	251.54
Emma Schwendinger	87.00	-	0.00	0.00	80.35
Madeline Stadtmueller	457.80	-	0.00	0.00	422.78
Ian Temple	161.20	-	0.00	0.00	147.37
Maci Welter	430.40	-	0.00	0.00	369.06
Nicholas Welter	105.00	-	0.00	0.00	96.97
Brock Westphal	88.50	-	0.00	0.00	81.73
<b>TOTAL SWIMMING POOL</b>	<b>\$ 4,894.92</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 4,350.84</b>
<b>WATER</b>					
	<b>June 27 - July 10, 2020</b>				
Daniel Pike	\$ 1,712.00	\$ -	0.00	0.00	\$ 1,240.98
<b>TOTAL WATER</b>	<b>\$ 1,712.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,240.98</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 75,182.82</b>	<b>\$ 2,131.06</b>	<b>20.00</b>	<b>21.50</b>	<b>\$ 54,486.18</b>

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE REPAIR/MAINT	55.95			
CITY OF ANAMOSA	PD JCERT EXPENSES	2,000.00			
JOHN DEERE FINANCIAL	PD VEHICLE OPERATING	18.77			
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	100.50			
MCALFEER WATER CONDITIONING INC	PD SOFTENER SALT	13.70			
MONTICELLO EXPRESS INC	PD OFFICE SUPPLIES	76.33			
TCM BANK NA		102.21-			
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	110 POLICE DEPARTMENT TOTAL		2,163.04		
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	177.49			
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	230 STREET LIGHTS TOTAL		177.49		
AQUATIC CENTER					
CAMP COURAGEOUS OF IOWA	POOL OSHA SUPPLIES	204.00			
CARRICO AQUATIC RESOURCES INC	POOL PRO FEES	201.98			
CENTRAL IOWA DISTRIBUTING INC	POOL BUILDING SUPPLIES	116.60			
FAREWAY STORES #840-1	POOL CONCESSIONS	68.97			
STATE HYGIENIC LABORATORY	POOL LAB TEST	13.50			
JOHN DEERE FINANCIAL	POOL GROUNDS SUPPLIES	61.19			
MONTICELLO EXPRESS INC	POOL SIGNS	705.85			
MYERS-COX CO.	POOL CONCESSIONS	700.15			
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT	998.66			
MADLINE STADTMUELLER	POOL PRIVATE LESSONS	112.50			
TCM BANK NA	POOL PPE MASKS	604.25			
TREASURER STATE OF IOWA	SALES TAX - JUNE	103.31			
VAN METER INDUSTRIAL, INC.	POOL OSHA SUPPLIES	160.98			
		-----			
	440 AQUATIC CENTER TOTAL		4,051.94		
CEMETERY					
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	11.88			
LAPORTE MOTOR SUPPLY	CEMETERY EQUIP REPAIR/MAINT	14.96			
MONTICELLO EXPRESS INC	CEMETERY ADVERTISING	174.40			
		-----			
	450 CEMETERY TOTAL		201.24		
CITY HALL/GENERAL BLDGS					
IOWA INTERACTIVE LLC	CREDIT CARD PROCESSING FEES	493.29			
MONTICELLO EXPRESS INC	CH ADVERTISING	831.35			
NEXT GENERATION PLBG & HTG LLC	CH BUILDING REPAIR/MAINT	60.00			
SIMMERING-CORY IA CODIFICATION	CH PRO FEES	1,350.00			
TCM BANK NA	CH EDUCATION - CLARK	15.00-			
		-----			
	650 CITY HALL/GENERAL BLDGS TOTAL		2,719.64		
		-----			
	001 GENERAL TOTAL		9,313.35		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO BERNDES CENTER PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC		1,962.00		
CHRIS ATKINSON	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
DESIREE BACON	BASEBALL/SOFTBALL/TEEBALL REF	55.00			
ANGIE BEITZ	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
ANGIE BERTLING	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
ZEBULYN BOWSER	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
TONY BUTTERWORTH	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
DUSTY & CARRIE CLEETON	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
ERIN DIETZ	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
DUBUQUE MULCH CO	MBC GROUNDS SUPPLIES		175.00		
FAREWAY STORES #840-1	MBC LEAGUE SUPPLIES	37.41			
JENNIFER & JOHN GEYER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
WILLIAM GIEGERICH	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
JAIMIE GOBLE	MBC WEDDING REFUND		125.00		
MIKE HINES	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
TAYLOR HOLT	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
MARY INTLEKOFER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
JAMIE & JON JACOBS	BASEBALL/SOFTBALL/TEEBALL REF	55.00			
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		19.99		
CHELSEA JOHNSON	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
NICHOLAS KAHLER	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
MELISSA KAUDER	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
LINDSEY KRAUS	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
ROCHELLE KRAY	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
LEAH KREMER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
CHAD & KARI KROMMINGA	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
THEO & JACLYN KROUSE	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
ROBIN LAFAVE	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
KRISTINA LAGUNES	BASEBALL/SOFTBALL/TEEBALL REF	60.00			
TAMMY LAWRENCE	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
MOLLY LEYTEM	BASEBALL/SOFTBALL/TEEBALL REF	60.00			
LIGHTNER MEGHAN	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
JASON LUENSMAN	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
LUCAS & BRENDA LUENSMAN	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
MONICA LYONS	BASEBALL/SOFTBALL/TEEBALL REF	55.00			
JESSI MANTERNACH	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
JACKIE & MATT MAYO	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
ADAM MCCUSKER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
KELLIE MCDERMOTT	BASEBALL/SOFTBALL/TEEBALL REF	60.00			
JESSICA MILES	BASEBALL/SOFTBALL/TEEBALL REF	55.00			
NICOLE MONK-STONEKING	BASEBALL/SOFTBALL/TEEBALL REF	60.00			
MONTICELLO EXPRESS INC	MBC YARD SIGNS		350.00		
MONTICELLO SPORTS	MBC SOCK NETS & BALL CART		375.00		
KARISSA MUELLER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
MORGAN MURRAY-ZIMMERMAN	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
TIFFANY OLSON-MILES	BASEBALL/SOFTBALL/TEEBALL REF	60.00			
SHAWNEE OSWALD	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
JESSI PATTERSON	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
STEPHANIE PUMPHREY	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
NICK & ABBY RITZE	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
SARAH RUSSELL	BASEBALL/SOFTBALL/TEEBALL REF	55.00			
HEATHER SCHNITTJER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
REBEKAH SCHNOOR	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
ARIEL SCHRADER	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
KELSEY SCHWENDINGER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
JENNIFER SELLNER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
LINDSAY & JUSTIN SHOVER	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
NIKKI SIEBELS	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
NICK & SHANNON SIMONSON	BASEBALL/SOFTBALL/TEEBALL REF	60.00			
ABBY SLAGHT	BASEBALL/SOFTBALL/TEEBALL REF	55.00			
NICKY SPAHR	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
TCM BANK NA	MBC OFFICE SUPPLIES	9.99			
CATY TRENKAMP	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
PAUL WARNER	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
HEATHER WEGNER	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
NATALEE WILSON	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
WES & KELLY WILSON	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
MARIE ZIRKELBACH	BASEBALL/SOFTBALL/TEEBALL REF	30.00			
LAURA & CODY ZUMBACH	BASEBALL/SOFTBALL/TEEBALL REF	25.00			
		-----			
	430 PARKS TOTAL		5,094.39		
			-----		
	005 MONTICELLO BERNDES CENTER TOTAL		5,094.39		
FIRE					
FIRE					
MCALDER WATER CONDITIONING INC	FIRE SOFTENER SALT	27.40			
SPAHN & ROSE LUMBER CO INC	FIRE LADDER & CORD	336.98			
TCM BANK NA	FIRE PPE MASKS	450.00			
		-----			
	150 FIRE TOTAL		814.38		
			-----		
	015 FIRE TOTAL		814.38		
AMBULANCE					
AMBULANCE					
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	279.20			
ANDREW COLONY	AMB OVERPAYMENT REFUND	254.50			
FREESE MOTORS INC	AMB VEHICLE REPAIR/MAINT	571.58			
KONICA MINOLTA BUSINESS	AMB OFFICE SUPPLIES	50.25			
LAPORTE MOTOR SUPPLY	AMB EQUIP REPAIR/MAINT				
MCALDER WATER CONDITIONING INC	AMB SOFTENER SALT	13.70			
RADIO COMMUNICATIONS CO INC	AMB RADIO MAINTENANCE	184.00			
APRIL SMILEY	AMB OVERPAYMENT REFUND	150.00			
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL	79.35			
TCM BANK NA	AMB POSTAGE	13.81			
		-----			
	160 AMBULANCE TOTAL		1,596.39		
			-----		
	016 AMBULANCE TOTAL		1,596.39		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
HOTEL/MOTEL TAX					
HOTEL/MOTEL					
E CENTRAL INTERGOVERNMENTAL	KEEP IOWA BEAUTIFUL MATCH	1,500.00			
	699 HOTEL/MOTEL TOTAL		1,500.00		
	018 HOTEL/MOTEL TAX TOTAL		1,500.00		
LIBRARY IMPROVEMENT					
LIBRARY					
IOWA STATE PRISON INDUSTRIES	LIB IMP CAPITAL EQUIPMENT	2,776.00			
SPAHN & ROSE LUMBER CO INC	LIB IMP SUMMER READING PROGRAM	8.77			
TCM BANK NA	LIB IMP SUMMER READING	29.67			
	410 LIBRARY TOTAL		2,814.44		
	030 LIBRARY IMPROVEMENT TOTAL		2,814.44		
LIBRARY					
LIBRARY					
ANAMOSA PUBLICATIONS	LIB SUBSCRIPTION	45.00			
BAKER & TAYLOR BOOKS	LIB BOOKS	509.63			
CULLIGAN TOTAL WATER	LIB BUILDING SUPPLIES	5.50			
JOHN DEERE FINANCIAL	LIB BUILDING SUPPLIES	11.76			
LADCO	LIB BUILDING REPAIR/MAINT	1,008.11			
MONTICELLO EXPRESS INC	LIB BUILDING SUPPLIES	153.63			
OVERDRIVE	LIB AUDIO RECORDINGS	58.38			
LINDA SCHMIT	LIB OFFICE SUPPLIES	36.00			
TCM BANK NA	LIB OFFICE SUPPLIES	549.95			
WELTER STORAGE EQUIP CO., INC.	LIB BUILDING SUPPLIES	99.00			
	410 LIBRARY TOTAL		2,476.96		
	041 LIBRARY TOTAL		2,476.96		
SUPER MAC FUND					
SUPER MAC FUND					
TCM BANK NA	SUPER MAC VIMEO PRO	212.93			
	499 SUPER MAC FUND TOTAL		212.93		
	045 SUPER MAC FUND TOTAL		212.93		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	70.39			
BAKER PAPER CO INC	RU SUPPLIES	62.17			
DIAMOND VOGEL PAINT CENTER 221	RU STREET MAINTENANCE SUPPLIES	5,944.80			
HUGHES GARAGE & AUTO SALES LLC	RU VEHICLE OPERATING	226.17			
JOHN DEERE FINANCIAL	RU BOOTS - BOWSER	160.01			

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
KROMMINGA MOTORS INC	RU MINI HOE RENTAL		367.97		
MERCY MEDICAL CENTER	RU OSHA - BOWSER		20.00		
MONTICELLO EXPRESS INC	RU SUPPLIES		11.99		
JOSHUA PHILLIP KELCHEN	RU BUILDING REPAIR/MAINT		1,249.50		
RADIO COMMUNICATIONS CO INC	RU SUPPLIES		230.00		
TCM BANK NA	RU TREE REMOVAL & PLANTING		254.89		
WHITE HAWK PLUMBING & HEATING	RU STREET MAINTENANCE CONTRACT		1,546.16		
	210 STREETS TOTAL		10,144.05		
	110 ROAD USE TOTAL		10,144.05		
TRUST/SLAVKA GEHRET FUND LIBRARY					
TCM BANK NA	LIB GEHRET PROGRAMMING		250.00		
	410 LIBRARY TOTAL		250.00		
	178 TRUST/SLAVKA GEHRET FUND TOTAL		250.00		
PARK IMPROVEMENT CAPITAL PROJECTS					
SPAHN & ROSE LUMBER CO INC	PARK IMP - PICKLEBALL COURT		2,611.64		
	750 CAPITAL PROJECTS TOTAL		2,611.64		
	313 PARK IMPROVEMENT TOTAL		2,611.64		
BATY DISC GOLF COURSE PARKS					
STEVE MONK CONSTRUCTION, LTD.	BATY DG MOWING		880.00		
	430 PARKS TOTAL		880.00		
	338 BATY DISC GOLF COURSE TOTAL		880.00		
WATER					
STATE HYGIENIC LABORATORY	WATER LAB TESTS		96.00		
INNOVATIVE AG SERVICES CO	WATER SUPPLIES		36.32		
IOWA DEPT OF NATURAL RESOURCES	WATER DUES		433.52		
JOHN DEERE FINANCIAL	WATER BOOTS - PIKE		82.49		
MERCY MEDICAL CENTER	WATER OSHA - SCHULTZ		10.00		
TCM BANK NA	WATER EDUCATION - TJADEN		270.00		
TREASURER STATE OF IOWA	WATER EXCISE TAX - JUNE		1,794.79		
	810 WATER TOTAL		2,723.12		

**CLAIMS REPORT**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	600 WATER TOTAL		2,723.12		
SEWER					
SEWER					
ALLIANT ENERGY-IES	1105 E FIRST ST	3,673.96			
BRIAN CROWLEY	SEWER EQUIP REPAIR/MAINT	81.52			
ELECTRIC PUMP INC	SEWER CAPITAL EQUIPMENT - PUMP	8,322.07			
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	11.88			
HAWKEYE STATE SCALE INC.	SEWER EQUIP REPAIR/MAINT	85.00			
STATE HYGIENIC LABORATORY	SEWER LAB TESTS	1,365.50			
INNOVATIVE AG SERVICES CO	SEWER SUPPLIES	36.33			
JOHN DEERE FINANCIAL	SEWER BOOTS - PIKE	152.85			
MC2, INC.	SEWER EQUIP REPAIR/MAINT	6,175.07			
MERCY MEDICAL CENTER	SEWER OSHA - SCHULTZ	10.00			
TCM BANK NA	SEWER EDUCATION - TJADEN	203.90			
TREASURER STATE OF IOWA	SALES TAX - JUNE	721.71			
WINDSTREAM IOWA-COMM. INC.	SEWER TELEPHONE	57.09			
	815 SEWER TOTAL		20,896.88		
	610 SEWER TOTAL		20,896.88		
SANITATION					
SANITATION					
MONTICELLO EXPRESS INC	SANITATION DECALS	120.00			
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	10,509.11			
TREASURER STATE OF IOWA	SALES TAX - JUNE	873.86			
	840 SANITATION TOTAL		11,502.97		
	670 SANITATION TOTAL		11,502.97		
STORM WATER					
STORM WATER FUND					
STEVE MONK CONSTRUCTION, LTD.	STORMWATER MAINTENANCE	225.00			
TREASURER STATE OF IOWA	SALES TAX - JUNE	159.33			
	865 STORM WATER FUND TOTAL		384.33		
	740 STORM WATER TOTAL		384.33		
	Accounts Payable Total		73,215.83		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	9,313.35
005	MONTICELLO BERNDES CENTER	5,094.39
015	FIRE	814.38
016	AMBULANCE	1,596.39
018	HOTEL/MOTEL TAX	1,500.00
030	LIBRARY IMPROVEMENT	2,814.44
041	LIBRARY	2,476.96
045	SUPER MAC FUND	212.93
110	ROAD USE	10,144.05
178	TRUST/SLAVKA GEHRET FUND	250.00
313	PARK IMPROVEMENT	2,611.64
338	BATY DISC GOLF COURSE	880.00
600	WATER	2,723.12
610	SEWER	20,896.88
670	SANITATION	11,502.97
740	STORM WATER	384.33
-----		
	TOTAL FUNDS	73,215.83



7/1/2020

City of Monticello - Monthly Summary - June 1st thru 30th, 2020

Reviewed by:

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
<b>GENERAL FUNDS:</b>													
	General	748849.12	64391.60	1677.03		78254.35	70208.33	664455.07	775.00	386222.68			664455.07
	Soldiers Memorial Board	12607.73	325.00	0.16		500.00		12432.89				6456.48	12432.89
	Monticello Berndes Center	62740.95	387.95	28.58	50000.00	77051.42		36106.08	100.00	36006.06			36106.06
	Dare	6884.76		4.83				6889.59		6889.59			6889.59
	Insurance Fund	33658.63		20.55		294.40		33393.78		33393.78			33393.78
	Monticello Trees Forever	34632.39		20.24				34652.63		10387.07			34652.63
	Fire	392939.40	1252.54	459.24	45000.00	12011.04		382640.14		363656.13			382640.14
	Ambulance Operating	52237.77	22345.09	25.56		35820.29		28798.13		9479.47			28798.13
	Hotel/Motel Tax Fund	28455.87	3250.59	17.22		19.07		21704.61		21704.61			21704.61
	Earl F Lehmann Trust	238.14		0.03				238.17		238.17			238.17
	Street Bond	1200.00						1200.00		1200.00			1200.00
	Police Improvement	1257.76	7.00	1.02		2321.08		1265.78		1265.78			1265.78
	Library Improvement	43208.76	1218.30	43.52		11446.95		42150.50	75.00	39055.46			42150.50
	Library	16520.11	150.44	14.54	10208.33	11446.95		12446.47		7334.78			12446.47
	Equipment Set-A-Side	83071.71		84.83	20000.00	1513.14		28156.54		20713.37			28156.54
	Super Mac	13763.89		9.90		6938.45		12260.65		1154.61			12260.65
	Airport	14739.67	23208.63	12.11				31021.96		31021.96			31021.96
	Revolving Loan Fund	40546.76	75.00	38.71				40660.47		26326.19			40660.47
<b>SPECIAL REVENUE FUNDS:</b>													
	Road Use Tax	605463.91	22718.07			40648.80		587533.18		541174.60			587533.18
	Employee Benefits	437949.20	5192.01	469.91		34532.43		409078.69		375523.93			409078.69
	TIF Tax Collections	47276.25	10106.93	29.80		56283.00		822.48		514.31			822.48
	Slavka Gehret Trust	205594.76		260.33				205855.09		184746.06			205855.09
	Police Forfeiture Acct	853.95	300.00	0.66				1154.61		1154.61			1154.61
<b>DEBT SERVICE FUNDS:</b>													
	Debt Service	94642.71	5208.04	97.06		1042.50		96247.81		94575.86			96247.81
	TIF - Debt Payments	0.00			342.50	307.50		0.00					0.00
	Park Improvements	43242.71	6612.24	27.14	10000.00	8134.60		51747.49		51747.49			51747.49
	Library Capital Improvement	6778.69		5.57	3000.00			9784.26		9784.26			9784.26
	Ambulance Improvements	91054.10	207.82	152.66	75000.00			166414.58		86678.64			166414.58
	TIF Projects	117249.95				3086.00		114153.95		28500.00			114153.95
	Cemetery Improvements	53792.64	87.50	206.71				54086.85		42365.14			54086.85
	Capital Improvements	308743.72		283.56		2292.40		306734.88		253328.96			306734.88
	Youth Baseball & Softball	0.00						0.00					0.00
	Low Income Housing	15085.32		15.49				15100.81		15100.81			15100.81
	MDC Funds	0.00						0.00					0.00
	Baty Disc Golf Course	10723.66		8.04		984.00		9747.70		176.60			9747.70
	Mary Maxine Redmond Trust	8225.24		8.38		49.04		8184.58		8134.97			8184.58
	Pocket Park	6564.79		5.39				6570.18		6570.18			6570.18
<b>PERMANENT FUNDS:</b>													
	Cemetery Perpetual Care	166549.30	97.50					166646.80		82486.80			166646.80
	Charles S Bidwell Book Trust	83631.15		126.11		-88.30		83855.56		79339.53			83855.56
	Idona Mary Baker Trust	39084.76		40.00				39124.76		38454.49			39124.76
<b>ENTERPRISE FUNDS:</b>													
	Water Operating	41854.45	36138.90	56.05		16667.94		61196.46		28297.30			61196.46
	Customer Deposits	91620.70	1060.00			300.00		92380.70		81572.56			92380.70
	Water Capital Improvements	7680.51	529.30	53.43				8273.24		5376.07			8273.24
	Sewer Operating	133248.12	47867.36	129.46		26228.94		154876.00		97198.02			154876.00
	Sewer Capital Improvements	88301.35	529.31	145.34		4598.25		84377.75		81817.03			84377.75
	Sanitation	86852.05	45427.72	59.47		37648.98		94690.26		94690.26			94690.26
	Sanitation Capital Improvements	8405.47	2519.88	6.90				8412.37		-1056.33			8412.37
	Storm Water fund	-3219.34				339.37		-1056.33		-1056.33			-1056.33
	Self Funded Insurance	0.00	465.46			465.46		0.00					0.00
<b>AGENCY FUNDS</b>													
	Flex Spending	489.19	61.54					520.73		520.73			520.73
	Enterprise Flex Spending	554.81	92.30					647.11		647.11			647.11
<b>TOTAL OF ALL FUNDS</b>													
		4383828.54	301834.02	4654.53	213858.33	459691.10	213858.33	4230625.99	950.00	1339531.48	2877473.45	6214.58	4730625.99

City of Monticello  
Bank Reconciliation Report  
For the Month of June 2020

Bank Balance		
General Checking	\$1,375,303.33	
Property Tax & Water	\$2,877,473.45	
Soldiers Memorial Ckg	\$5,976.41	
Earl F Lehmann Trust	\$238.17	
DuTrac Savings	\$0.00	
Soldier Memorial Money Market	\$6,456.48	
		<hr/>
Total Bank Balance		\$4,265,447.84
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
		<hr/>
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$319.00	
		<hr/>
Total Outstanding Credit Card Pymts		\$319.00
Less Outstanding Checks:		
Financial/Payroll	\$36,090.85	
Soldiers Memorial	\$0.00	
		<hr/>
Total Outstanding Checks		\$36,090.85
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$950.00	
		<hr/>
Total Investments		\$950.00
Treasurer's Balance		<hr/> <hr/>
		\$4,230,625.99

Prepared By: Sally Hinrichsen 7/14/2020  
Sally Hinrichsen, City Clerk

Reviewed by: [Signature] 7/15/2020  
Doug Herman, City Administrator

City of Monticello  
Cash On Hand By Bank  
For June 30, 2020

*DA 7/15/2020*

Bank	Amount	Interest rate	Maturity date	Length of investment	Purpose
<b>F &amp; M Bank</b>					
Total by Bank	\$0.00				
<b>Citizens State Bank</b>					
Savings # 6025641	\$238.17	0.050	N/A		Earl F Lehmann Trust
Total by Bank	\$238.17				
<b>Dutrac Credit Union</b>					
Savings #227064-2	\$0.00		N/A		
CD #227064-2	\$0.00		N/A		
Total by Bank	\$0.00				
<b>Regions Banks</b>					
Checking # 0002959379	\$5,976.41		N/A		Soldiers Memorial
Money Market #87688689	\$6,456.48	0.05	N/A		Soldiers Memorial
Total by Bank	\$12,432.89				
<b>Fidelity Bank &amp; Trust</b>					
	\$0.00				
	\$0.00				
<b>Ohnward Bank &amp; Trust</b>					
General Ckg/Sweep #40002008	\$1,375,303.33	1.26	N/A		General Checking
Property Tax & Water #40001992	\$2,877,473.45	1.26	N/A		General Savings
Total by Bank	\$4,252,776.78				
Total Cash on Hand- All Banks	\$4,265,447.84				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$319.00				
Less Outstanding Checks	\$36,090.85				
Treasurer's Balance	\$4,230,625.99				

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

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

7/15/2020

City of Monticello - Fiscal Year Summary - July 1, 2019 thru June 30, 2020

Reviewed by

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
<b>GENERAL FUNDS:</b>														
	General	423354.14	2046628.82	28146.06	0.00	1144809.95	889864.00	664455.07	775.00	368222.68	274457.39	0.00	0.00	664455.07
	Soldiers Memorial Board	11514.81	4175.00	2.43	0.00	3259.35	0.00	12432.89	0.00	0.00	0.00	5976.41	0.00	12432.89
	Monticello Berndes Center	104680.28	54161.46	1204.10	22000.00	343939.78	0.00	36106.06	100.00	36006.06	0.00	0.00	6456.48	36106.06
	Dare	6912.94	0.00	102.65	0.00	126.00	0.00	6889.59	0.00	6889.59	0.00	0.00	0.00	6889.59
	Insurance Fund	28841.84	0.00	490.36	20000.00	15938.42	0.00	33393.78	0.00	23006.71	10387.07	0.00	0.00	33393.78
	Monticello Trees Forever	35083.26	0.00	476.85	0.00	907.48	0.00	34652.63	0.00	34652.63	0.00	0.00	0.00	34652.63
	Fire	323021.23	83036.11	5808.56	111364.00	95589.76	45000.00	382640.14	0.00	18984.01	363858.13	0.00	0.00	382640.14
	Ambulance Operating	50383.94	268240.30	400.97	225000.00	505237.08	10000.00	28788.13	0.00	19308.66	9479.47	0.00	0.00	28788.13
	Hotel/Motel Tax Fund	20052.48	25229.96	304.97	0.00	13882.80	10000.00	21704.61	0.00	21704.61	0.00	0.00	0.00	21704.61
	Earl F Lehmann Trust	237.89	0.00	0.28	0.00	0.00	0.00	238.17	0.00	0.00	0.00	238.17	0.00	238.17
	Street Bond	1750.00	650.00	0.00	0.00	1200.00	0.00	1200.00	0.00	1200.00	0.00	0.00	0.00	1200.00
	Police Improvement	184.11	1068.00	13.67	0.00	0.00	0.00	1265.78	0.00	1265.78	0.00	0.00	0.00	1265.78
	Library Improvement	43579.46	7527.02	724.84	0.00	9680.82	0.00	42160.50	0.00	3095.04	39055.46	0.00	0.00	42160.50
	Library	10266.42	26016.67	233.69	122500.00	143570.31	3000.00	12446.47	75.00	7334.78	5036.69	0.00	0.00	12446.47
	Equipment Set-A-Side	79207.38	2415.00	1534.16	20000.00	0.00	75000.00	28156.54	0.00	7443.17	20713.37	0.00	0.00	28156.54
	Super Mac	7584.99	0.00	92.68	25000.00	20417.02	0.00	12260.65	0.00	12260.65	0.00	0.00	0.00	12260.65
	Airport	20247.19	103998.32	186.89	0.00	81649.24	11761.20	31021.96	0.00	31021.96	0.00	0.00	0.00	31021.96
	Revolving Loan Fund	28281.04	11706.32	673.11	0.00	0.00	0.00	40660.47	0.00	14334.28	26328.19	0.00	0.00	40660.47
<b>SPECIAL REVENUE FUNDS:</b>														
	Road Use Tax	536140.42	488889.17	0.00	0.00	437496.41	0.00	587533.18	0.00	48358.58	541174.60	0.00	0.00	587533.18
	Employee Benefits	410588.57	455632.65	6823.45	0.00	463965.98	0.00	409078.69	0.00	33554.76	375523.93	0.00	0.00	409078.69
	TIF Tax Collections	270785.24	237047.67	11917.76	0.00	228675.68	290232.51	822.48	0.00	308.17	514.31	0.00	0.00	822.48
	Slavka Gehret Trust	203648.32	0.00	6799.36	0.00	4592.59	0.00	205855.09	0.00	21109.03	184746.06	0.00	0.00	205855.09
	Police Forfeiture Acct	842.53	300.00	12.08	0.00	0.00	0.00	1154.61	0.00	1154.61	0.00	0.00	0.00	1154.61
<b>DEBT SERVICE FUNDS:</b>														
	Debt Service	86142.46	396373.03	3349.66	214036.00	600653.34	67.50	96247.81	0.00	4671.96	94575.88	0.00	0.00	96247.81
	TIF Debt Payments	0.00	0.00	0.00	290300.01	290232.51	67.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>PERMANENT FUNDS:</b>														
	Park Improvements	26317.53	83541.63	405.92	10000.00	67517.59	0.00	51747.49	0.00	51747.49	0.00	0.00	0.00	51747.49
	Library Capital Improvement	4712.89	7500.00	82.70	3000.00	5511.43	0.00	9784.26	0.00	9784.26	0.00	0.00	0.00	9784.26
	Ambulance Improvements	71492.28	18449.30	1473.00	75000.00	0.00	0.00	166414.58	0.00	79735.94	86678.64	0.00	0.00	166414.58
	TIF Projects	1259528.76	0.00	0.00	0.00	1145374.81	0.00	114153.95	0.00	85653.95	28500.00	0.00	0.00	114153.95
	Cemetery Improvements	48806.17	1579.50	3701.18	0.00	0.00	0.00	54086.85	0.00	11721.71	42365.14	0.00	0.00	54086.85
	Capital Improvements	885758.28	234871.72	8088.30	11761.20	833744.62	0.00	306734.88	0.00	53405.92	253328.96	0.00	0.00	306734.88
	Youth Baseball & Softball	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Low Income Housing	14826.63	0.00	274.18	0.00	0.00	0.00	15100.81	0.00	0.00	15100.81	0.00	0.00	15100.81
	MDC Funds	-4193.68	4193.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Baby Disc Golf Course	13669.37	0.00	183.52	0.00	4305.19	0.00	9747.70	0.00	9571.10	176.60	0.00	0.00	9747.70
	Mary Maxine Redmond Trust	8415.15	0.00	153.11	0.00	383.68	0.00	8184.58	0.00	49.61	8134.97	0.00	0.00	8184.58
	Pocket Park	13783.62	100.00	146.42	0.00	7459.86	0.00	6570.18	0.00	6570.18	0.00	0.00	0.00	6570.18
<b>PERMANENT FUNDS:</b>														
	Cemetery Perpetual Care	164377.30	2269.50	0.00	0.00	0.00	0.00	166646.80	0.00	84160.00	82486.80	0.00	0.00	166646.80
	Charles S Bidwell Book Trust	83668.98	0.00	3541.79	0.00	3355.11	0.00	83855.56	0.00	4516.03	79339.53	0.00	0.00	83855.56
	Ima Mary Baker Trust	40493.85	0.00	727.36	0.00	2096.45	0.00	39124.76	0.00	670.27	38454.49	0.00	0.00	39124.76
<b>ENTERPRISE FUNDS:</b>														
	Water Operating	55.71	439294.34	923.38	0.00	273572.94	105504.03	61196.46	0.00	32899.16	28297.30	0.00	0.00	61196.46
	Customer Deposits	91275.70	8961.62	0.00	0.00	7856.82	0.00	92380.70	0.00	10808.14	81572.56	0.00	0.00	92380.70
	Water Capital Improvements	1588.74	5772.76	911.72	0.00	0.00	0.00	8273.24	0.00	2897.17	5376.07	0.00	0.00	8273.24
	Sewer Operating	22920.04	581637.72	2138.86	0.00	354500.65	97319.97	154876.00	0.00	57677.98	97198.02	0.00	0.00	154876.00
	Sewer Capital Improvements	99048.39	5672.79	2541.32	0.00	22884.75	0.00	84377.75	0.00	2560.72	81817.03	0.00	0.00	84377.75
	Sanitation	3504.54	622444.83	672.31	0.00	53183.42	0.00	94690.26	0.00	94690.26	0.00	0.00	0.00	94690.26
	Sanitation Capital Improvements	63454.54	0.00	338.92	0.00	55381.09	0.00	8412.37	0.00	8412.37	0.00	0.00	0.00	8412.37
	Storm Water fund	0.00	33568.90	37.03	0.00	23450.26	11212.00	-1056.33	0.00	-1056.33	0.00	0.00	0.00	-1056.33
	Self Funded Insurance	0.00	20753.28	0.00	0.00	20753.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>AGENCY FUNDS</b>														
	Flex Spending	286.95	2550.02	0.00	0.00	2316.24	0.00	520.73	0.00	520.73	0.00	0.00	0.00	520.73
	Enterprise Flex Spending	416.57	1199.90	0.00	0.00	969.36	0.00	647.11	0.00	647.11	0.00	0.00	0.00	647.11
<b>TOTAL OF ALL FUNDS</b>		5616719.25	6287457.01	95639.60	1347981.21	7768189.87	1347961.21	4230625.99	950.00	1339531.48	2877473.45	6214.56	6456.48	4230625.99

**City Council Meeting**  
**Prep. Date:** 07/02/20  
**Preparer:** Doug Herman



**Agenda Item:** |  
**Agenda Date:** 07/06/2020

*Communication Page*

**Agenda Items Description:** Public Hearing on the status of funded activities for the 2020 CDBG OT Award. (CDBG Funding UV Disinfecting Lamp for Ambulance and Accountability Software/Equipment for Fire Dpt.

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

**Attachments & Enclosures:**

Public Hearing Notice

(Resolution is not required)

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:


**Synopsis:** Chief Smith applied for and received a CDBG Grant. Before the Grant may proceed the City Council is required to accept public input. That is the purpose of the Public Hearing scheduled for tonight.

**Background Information:** Grant totals \$2295 total, with \$500 going to the Ambulance to purchase a \$500 UV disinfecting light and \$1800 going to the Fire Dpt. to purchase Accountability Software and Equipment.

**Staff Recommendation:** I recommend that the Mayor open the Public Hearing, accept public comment if any, and then close the public hearing. No further action is required unless public comment is received that leads the Council to believe that the City should not proceed with the proposed grant funded purchases.

# EXPRESS I

## PUBLIC NOTICES

### **PUBLIC HEARING NOTICE**

Notice of Public Hearing on the Status of Funded Activities for the 2020 DBBG OT Award (20-OT-069)

Pursuant to the requirements of Section 508 of the Housing and Community Development Act of 1987, as amended, the Monticello City Council will hold a public hearing on July 20, 2020 at 6:00 PM. in the City Council Chambers, located in the Mary Lovell LeVan Renaissance Center. The purpose of the hearing will be to discuss the status of funding for the purchase of a UV Disinfecting Lamp for the Monticello Ambulance Service and Accountability Software and Equipment for the Monticello Fire Department. The project is being funded through a Community Development Block Grant provided by the Iowa Economic Development Authority. If you have questions concerning the project or if you require special accommodations to attend the hearing such as handicapped accessibility or translation services, you may contact Sally Hinrichsen at 319-465-3577. Persons interested in the status of funding or the progress of the project are welcome to attend this meeting.

Sally Hinrichsen  
CITY CLERK

CITY OF MONTICELLO, IOWA

Published in The Monticello,  
Iowa, Express July 15, 2020.

City Council Meeting  
Prep. Date: 07/17/20  
Preparer: Doug Herman



Agenda Item: 2  
Agenda Date: 07/20/2020

**Agenda Items Description Motion** to approve replacement of Sidewalk/Driveway panels in front of Monticello Monument at City Cost.

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** City recently repaired catch basins and adjacent concrete near the Kraus building.

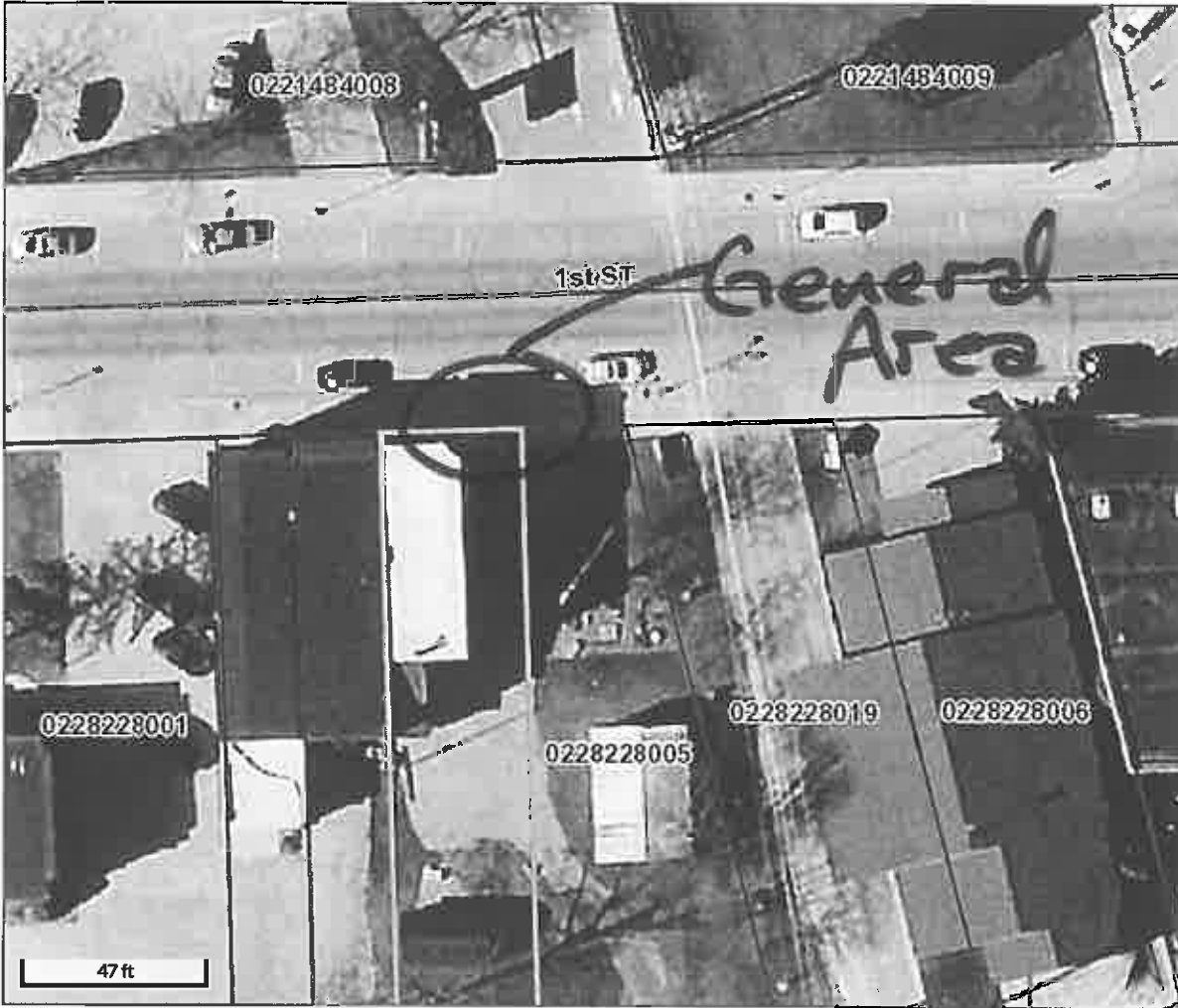
**Background Information:** 1<sup>st</sup> Street reconstruction and streetscape occurred in the late 90's , which is when the sidewalk and driveway in front of the building now owed by Mark and Pam Kraus was installed. The City recently hired Steve Monk Construction to repair the storm sewer catch basins and sidewalk adjacent thereto that had to be replaced to fix the catch basins. Mark Kraus requested that the City also replace a portion of his driveway/walk based upon his position that the walk was cracked due to movement of the storm sewer pipe. I asked both Nick Kahler and Steve Monk if they saw evidence of a void under the walk/drive when work was underway on the storm sewer catch basin and they did not. (This doesn't mean that heaving of the pipe couldn't have caused an issue if it was heaving.) Mark believes the pipe top may be as close as 1' from the bottom of the sidewalk. I have not confirmed this and will try to do so on Monday.

Mark was in attendance to explain his position at our last meeting to request City investment in the repair/replacement of a portion of his walk. I asked the City Engineer to look at the pics. Mark provided and the location/design of infrastructure in that area. This is what Patrick told me via e-mail after our discussions:

As requested, we have reviewed the pictures provided of the concrete (i.e. driveway and sidewalk) adjacent to Monticello Monument. Based on these pictures the pavement deterioration visible appears to be consistent with what is oftentimes seen after 20+ years of use. It does appear that some of the concrete panels have settled. Based on a review of the City GIS data the storm sewer (noted to be 42" in diameter) generally runs east/west adjacent to the back side of the south curb line of East 1<sup>st</sup> Street and is likely located beneath the driveway panels nearest to the street. The driveway panels that are likely located overtop of the storm sewer appear to have settled less than the others.

**Patrick Schwickerath, P.E.**

**Staff Recommendation:** I recommend that the Council consider the request and proceed with a simple motion directing staff how to proceed.



**Overview**



**Legend**

- Parcels**
- Parcels
- Structures on Lease Land
- Cartography**
- Major Roads

<b>Parcel ID</b>	0228228004	<b>Alternate ID</b>	145000	<b>Owner Address</b>	KRAUS, MARK & PAM
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	C		130 LINCOLN DR NE
<b>Property Address</b>	201 W 1ST ST	<b>Acreeage</b>	n/a		MOUNT VERNON IA 52314
	MONTICELLO				
<b>District</b>	MONCO				
<b>Brief Tax Description</b>	BRADSTREETS ADD W 24' LOT 1 & E 10' LOT 2				
	(Note: Not to be used on legal documents)				

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

Date created: 7/2/2020  
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Developed by  **Schneider**  
 GEOSPATIAL



City Council Meeting  
Prep. Date: 07/17/20  
Preparer: Doug Herman



Agenda Item: 3  
Agenda Date: 07/20/2020

**Agenda Items Description Motion** to approve rental of "Beer Tent" shelter at City Park to Jeff McCormick for private parties on July 23<sup>rd</sup> and 24<sup>th</sup> (Entertainment, port-a-potties, 30-50 people/night)

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** City recently received request from Jeff McCormick to rent "Beer Tent/Shelter" at fairgrounds/City Park on July 23<sup>rd</sup> and 24<sup>th</sup>. Although the Fair is very different this year, our agreement with the Fair gives them control of the Beer Tent during this timeframe.

**Background Information:** Jeff proposes to use the shelter as follows:

1. One-man band on the 23<sup>rd</sup> and two-man band on the 24<sup>th</sup>.
2. Music from 6:30 to 10:30
3. Close Down at time set by the City
4. Will bring in port-a-potties
5. "Private" party (Not sure what that means, invite only, or invite and/or invite by those invited?)
6. Expects 30-50 people, maybe more on Saturday night.

My understanding is that the Fair is concerned that folks will assume that this party would be fair sanctioned/connected and that it may send a bad message. (The Fair is basically cancelled due to Covid-19 and this party will likely involve a group of people not following Covid-19 recommendations.)

During last year's Fair there was a conflict of sorts that involved an unlicensed food vendor at Jeff's home. There was significant debate between the vendor and Jones County whether or not the vendor was operating legally, etc., whether he was in need of a license to do what he was doing, and Jeff expressed to me his belief that the Fair and the City would be against this proposed gathering based upon that incident.

The agreement between City and Fair gives them control over City Park, approximately 40 acres, for a period of time not to exceed two weeks and the premises must be "returned" to the City within five days after the last day of holding the Fair. Clearly the Fair is not the same Fair we are used to but there is still a Fair and it will be underway and ongoing on the days the shelter has been requests.

Typically, shelters are rented for \$20 per day, however, you can use them for free if no one else is using them.

**Staff Recommendation:** I recommend that the Council consider the request and proceed with a simple motion to approve or deny the rental and use of the shelter.

City Council Meeting  
Prep. Date: 07/17/2020  
Preparer: Doug Herman



Agenda Item: # 4  
Agenda Date: 07/20/2020

*Communication Page*

**Agenda Items Description:** Resolution to approve Grant Agreement between the City of Monticello and the Iowa Economic Development Authority, Iowa Center for Rural Revitalization, Rural Innovation Grant Agreement.

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

**Attachments & Enclosures:**

Proposed Resolution

Grant Agreement

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** The Council previously authorized the submission of the Rural Innovation Grant Application to support improvements to the old Dime Store building that will be home to the Rural Innovation Lab and Creative Adventure Lab. The Grant request was \$20,000 and was successful. The proposed resolution authorizes approval of the Grant Agreement.

**Background Information:** The Rural Innovation Grant awarded totals \$20,000 and requires a \$10,000 match. As we previously discussed, any City expense would be reimbursed or covered by Creative Adventure Lab, Inc. the intended purchaser of the building. It is anticipated that the actual project to improve the building frontage (windows, doors, awning removal and replacement, and vestibule construction) may cost approximately \$40,000. All costs will be covered/reimbursed by Creative Adventure Lab, Inc. As soon as this work is completed the building would be transferred to Creative Adventure Lab, Inc.

**Related:** The building was inspected for asbestos earlier this week. The INDR Brownfields program will be covering the costs of the inspection. If asbestos is found to exist a decision will then be made whether or not it needs to be removed. If it does, the DNR will cover one-half of the first \$10,000 and 100% of all costs exceeding \$10,000 up to a certain maximum. We don't anticipate much asbestos to be found in the building.

**Staff Recommendation:** I recommend that the Council authorize the City Administrator to sign the Grant Agreement.

# The City of Monticello, Iowa

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

## RESOLUTION #2020

**Approving Grant Agreement between the City of Monticello and the Iowa Economic Development Authority, Iowa Center for Rural Revitalization, Rural Innovation Grant Agreement.**

- WHEREAS,** The City Council has agreed to accept the donation of the property located at 101 E. 1<sup>st</sup> Street, Monticello, Iowa from Ron, Dave, Bob, and Dean Welter, current owners of the property, and
- WHEREAS,** The City Council's acceptance of this generous gift was based upon the plan to transfer ownership of the building to the Creative Adventure Lab, Inc., of Dubuque who intends to renovate the building to house both the previously Council supported Innovation Lab and the first branch of the Dubuque Creative Adventure Lab, and
- WHEREAS,** Prior to the transfer of the property City staff proposed to seek grants that would help cover costs of renovation, as most renovation costs will be covered by a fundraising and grant writing campaign, and
- WHEREAS,** City staff, County Economic Development Director Derek Lumsden, and Jordan Degree, Creative Adventure Lab, worked together on the Rural Innovation Grant available through the Iowa Economic Development Authority, requesting the maximum of \$20,000, with a \$10,000 match being required, the grant proceeds proposed to be used for façade, windows, and entryway improvements, and
- WHEREAS,** The Council previously approved submission of the grant and found that the grant funds would be of benefit to the City and the Innovation Lab / Creative Adventure Lab as set forth within Resolution 2020-64, and
- WHEREAS,** The Application was submitted and was awarded the grant requested in the amount of \$20,000, a Grant Agreement having been received and hereby proposed for approval, and
- WHEREAS,** The Council reaffirms its support for the grant and project in general and finds that the City Administrator should be authorized to execute the Grant Agreement on behalf of the City Council.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Grant Agreement between the City of Monticello and the Iowa Economic Development Authority, Iowa Center for Rural Revitalization, Rural Innovation Grant Agreement, and authorizes the City Administrator to execute the agreement on behalf of the City.

**IN THE TESTIMONY WHEREOF**, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20<sup>th</sup> day of July, 2020.

---

Brian Wolken, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk

**IOWA ECONOMIC DEVELOPMENT AUTHORITY  
IOWA CENTER FOR RURAL REVITALIZATION  
RURAL INNOVATION GRANT AGREEMENT**

<b>GRANTEE:</b>	City of Monticello
<b>AGREEMENT NUMBER:</b>	20-RIG-012
<b>DATE OF AWARD LETTER:</b>	07/01/2020
<b>PROJECT COMPLETION DATE:</b>	06/30/2021
<b>GRANT AMOUNT:</b>	\$20,000

THIS Rural Innovation Grant Agreement ("Agreement") is made by and between the IOWA ECONOMIC DEVELOPMENT AUTHORITY, 1963 Bell Avenue, Suite 200, Des Moines, Iowa 50315 ("Authority" or "IEDA") and City of Monticello, 201 E 1st Street, Monticello, Iowa 52310 ("Grantee") (Collectively "the Parties")

WHEREAS the Iowa Center for Rural Revitalization is housed at IEDA, and

WHEREAS, the Authority established the Rural Innovation Grant Program ("Program") pursuant to 2019 Iowa Acts, Senate File 608 for the purpose of providing grants to support creative, non-traditional ideas that focus on current issues and challenges faced by rural communities associated with the themes of community investment, growth, and connection, and

WHEREAS, the Grantee submitted a grant application ("Application") to the Authority and the Authority determined that the Grantee and its proposed Project are eligible for a Rural Innovation Grant ("Grant") and approved the Application, and

WHEREAS, in approving the Application, the Authority has relied upon the Grantee's representations of proposed Project activities, the Grantee's management and financial condition, investment of other Project funds, and other material information contained in the application,

WHEREAS, the Grantee accepts the Grant upon the terms and conditions set out in this Agreement,

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration, the Parties agree as follows

1. **COSTS DIRECTLY RELATED** "Costs Directly Related" means expenditures that are incurred directly for the development or execution of the Project. Examples of "Costs Directly Related" and costs that are not directly related are set out at 261 IAC 221.3(6) **Use of Funds**

2. **GRANTEE** "Grantee" means the entity described above whose application for a Grant was approved by IEDA

3. **IOWAGRANTS.GOV** "IowaGrants gov" means Iowa's Funding Opportunity Search and Grant Management System. The Authority reserves the right to require the Recipient to utilize IowaGrants gov to conduct business associated with this Agreement

4. **PROJECT** "Project" means the activities and other obligations to be performed or accomplished by the Grantee as described in this Agreement, in IowaGrants gov, in the award letter, and in the application submitted through IowaGrants gov

5. **CASH MATCH** The Grantee shall provide a cash match of at least fifty cents (\$ 50) for every one dollar (\$1 00) awarded under the Program

6. **PROJECT COMPLETION PERIOD** "Project Completion Period" means the period commencing with the Date of Award Letter and ending with the Project Completion Date set out above

7. **PRIOR EXPENSES** No expenditures made prior to the Date of Award Letter may be included as Project costs for the purpose of this Agreement

**8. UTILIZATION OF CONSULTANT(S)** The Grantee is responsible for recruiting and selecting consultants and for setting out the terms and conditions under which the consultant(s) shall provide services. The Authority may require the Grantee to retain a consultant or consultants as set out in IowaGrants.gov

**9. TOTAL PAYMENT** Total payment of state funds under this Agreement shall not exceed \$20,000 for Costs Directly Related to the Project as shown in the approved application unless modified by written amendment of this Agreement. All payments under this Agreement are subject to receipt by the IEDA of sufficient state funds for this activity. Any termination, reduction or delay of state funds to the IEDA shall, at the option of the IEDA, result in the termination, reduction, or delay of state funds to the Grantee.

**10. REPAYMENT OBLIGATION** In the event that any state and/or federal funds are deferred and/or disallowed as a result of any audits or expended in violation of this Agreement or the laws applicable to the expenditure of such funds, the Grantee shall be liable to IEDA for the full amount of any claim disallowed and for all related penalties incurred. If IEDA determines at any time, whether through monitoring, audit, closeout procedures or by other means that the Grantee has received grant funds or requested reimbursement for costs which are unallowable under the terms of this Agreement or applicable laws, the Grantee will be notified of the questioned costs and given an opportunity to justify questioned costs prior to IEDA's final determination of the disallowance of costs. If it is IEDA's final determination that costs previously paid by IEDA are not allowable under the terms of this Agreement, the expenditures will be disallowed and the Grantee shall immediately repay to IEDA any and all disallowed costs. The requirements of this paragraph shall apply to the Grantee as well as any subcontractors.

**11. REPORTING REQUIREMENTS** The Recipient shall prepare, review and sign the reports as specified below in the form and content specified by the Authority:

1 Quarterly A report describing work completed, including photographs documenting work that has been completed, in October 2020 and January and April 2021,

2 Within 60 days after the Project Completion Date A report documenting completion of the Project, including photographs of the completed Project.

**12. PAYMENT PROCEDURES** Payment shall be made on a reimbursement basis. Grantee shall use funds only for reimbursement of Costs Directly Related to the Project. Requests for reimbursement shall be made through IowaGrants.gov using a General Accounting Expenditure form along with copies of paid invoices and proof of payment. Disbursement claims must be for an amount equal to or greater than \$500 per request. If the total Grant Amount has not been claimed within sixty (60) days after the Project Completion Date, then the IEDA shall be under no further obligation for further disbursement. The Grantee shall prepare, review, and sign all requests for payment and verify that claimed expenditures are allowable Costs Directly Related to the Project. The Grantee shall maintain original documentation adequate to support the claimed costs on file in IowaGrants.gov and provide such documentation upon request.

**13. PUBLICATIONS** The Grantee will ensure that all publications produced in association with the Project shall include the following phrase: This Project is Sponsored in Part by the Iowa Economic Development Authority.

**14. DEFAULT** The occurrence of any one or more of the following events shall constitute cause for IEDA to declare the Grantee in default of its obligations under this Agreement: a) non-performance, b) a failure by the Grantee to make substantial and timely progress toward completion of the Project and performance of the Agreement, c) a breach of any term of this Agreement or any attachment thereto, and d) utilizing grant proceeds for purposes not described in IowaGrants.gov or for expenses that are not Costs Directly Related to the Project. e) failure to maintain insurance as set out at Paragraph 33 herein or maintaining insurance coverage that is, as determined by the Authority, insufficient. The IEDA shall issue a written notice of default providing therein a fifteen (15) day period during which the Grantee shall have an opportunity to cure, provided that cure is possible and feasible.

**15. TERMINATION** This Agreement may be terminated in the following circumstances: a) by either party, without cause, after thirty (30) days' written notice, b) immediately, as a result of the Grantee's default under this Agreement and failure to cure within the time period provided, c) immediately, as a result of the termination or reduction of funding to IEDA or the deauthorization of IEDA to engage in activities or conduct business under this

Agreement, or d) immediately upon written mutual agreement by all parties to terminate the Agreement

**16. REMEDY UPON TERMINATION** In the event of termination of this Agreement or reduction of the Agreement amount, the exclusive, sole and complete remedy of the Grantee shall be reimbursement for Project costs expended prior to termination

**17. NONASSIGNMENT OF AGREEMENT** The Grantee may not assign, transfer or convey in whole or in part this Agreement, delegate any of its obligations or duties under this Agreement, or pledge as collateral, grant a security interest in, create a lien against, or otherwise encumber, any payments that may or will be made to the Grantee under this Agreement

**18. WRITING REQUIRED** No change, modification, or termination of any of the terms, provisions or conditions of this Agreement shall be effective unless made in writing and signed by the parties. Notwithstanding the sentence above, IEDA may unilaterally modify the Agreement at will in order to accommodate any change in any applicable federal, state or local laws, regulations, rules or policies. A copy of such unilateral modification will be given to the Grantee as an amendment to this Agreement

**19. COMPLIANCE WITH LAWS AND REGULATIONS: DECLARATION OF THE GRANTEE** The Grantee shall comply with all applicable federal, state and local laws, rules, ordinances, regulations and orders. The Grantee declares that it has complied with all federal, state, and local laws regarding business permits and licenses that may be required to carry out the work to be performed under this Agreement

**20. COMPLIANCE WITH EE0/AA PROVISIONS/EMPLOYMENT OF INDIVIDUALS LEGALLY AUTHORIZED TO WORK IN IOWA** The Grantee shall comply with the provisions of federal, state and local laws, rules and executive orders to ensure that no employee or applicant for employment is discriminated against because of race, religion, color, age, sex, sexual orientation, gender identity, national origin, or disability. The Grantee shall only employ individuals legally authorized to work in the State of Iowa. A breach of this provision shall be considered a material breach of this Agreement and all or a portion of the assistance received is subject to recapture

**21. INDEMNIFICATION AGAINST LOSS OR DAMAGE** The Grantee agrees to indemnify and hold harmless the State of Iowa and its officers, appointed and elected officials, board and commission members, employees, volunteers and agents (collectively the "Indemnified Parties"), from any and all costs, expenses, losses, claims, damages, liabilities, settlements and judgments including, without limitation, the reasonable value of the time spent by the Attorney General's Office, and the costs, expenses and attorneys' fees of other counsel retained by the Indemnified Parties directly or indirectly related to, resulting from, or arising out of any breach of this Agreement, including but not limited to any claims related to, resulting from, or arising out of any breach of this Agreement, any negligent, intentional or wrongful act or omission of the Grantee or any agent or subcontractor utilized or employed by the Grantee, the Grantee's performance or attempted performance of this Agreement, including any agent or subcontractor utilized or employed by the Grantee, any failure by the Grantee to make all reports, payments and withholdings required by federal and state law with respect to social security, employee income and other taxes, fees or costs required by the Grantee to conduct business in the State of Iowa, or any violation of any rights of any third party. The Grantee's duties and obligations under this section shall survive the termination of this Agreement and shall apply to all acts or omissions taken or made in connection with the performance of this Agreement regardless of the date any potential claim is made or discovered by IEDA or any other Indemnified Party

**22. RIGHT TO REVIEW AND OBSERVE: ACCESS TO RECORDS** IEDA shall have the right to review and observe, at any time, completed work or work in progress related to the Agreement. The Grantee shall permit IEDA or its agents to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, reports, papers and records of the Grantee relating to orders, invoices, or payments or any other documentation or materials pertaining to this Agreement. Upon the request of IEDA, the Grantee shall deliver to IEDA or its agents said documentation or materials

**23. PUBLIC RECORDS: RECORDS RETENTION** All records submitted to or inspected by IEDA regarding this Agreement, including this Agreement, shall be public records and subject to the Open Records Law in Iowa Code

chapter 22 All records of the Grantee relating to this Agreement shall be retained for a period of three (3) years following the date of final payment or completion of any required audit, whichever is later

**24. SURVIVAL OF AGREEMENT** If any portion of this Agreement is held to be invalid or unenforceable, the remainder shall be valid and enforceable

**25. GOVERNING LAW** This Agreement shall be interpreted in accordance with the law of the State of Iowa and any action relating to the Agreement shall only be commenced in the Iowa District Court for Polk County or the United States District Court for the Southern District of Iowa

**26. FINAL AUTHORITY** The decision of the IEDA shall be binding on the Grantee The IEDA shall have the final authority to assess whether the Grantee has complied with the terms of this Agreement

**27. USE OF NAME** The Grantee agrees it will not use IEDA and/or State's name or any of its or their intellectual property, including but not limited to, any State, state agency, board or commission trademarks or logos in any manner, including commercial advertising or as a business reference, without the expressed prior written consent of IEDA and/or the State, except as otherwise required by this Agreement

**28. COMPLIANCE WITH IOWA CODE CHAPTER 8F** If the Agreement is subject to the provisions of Iowa Code chapter 8F, the Grantee shall comply with Iowa Code chapter 8F with respect to any subcontracts it enters into pursuant to this Agreement Any compliance documentation, including but not limited to certifications, received by the Grantee from subcontractors shall be forwarded to IEDA

**29. LEGISLATIVE CHANGES** The Grantee expressly acknowledges that the Rural Innovation Grant Program are subject to legislative change by either the federal or state government Should either legislative body enact measures which alter the fund or the program, the Grantee shall not hold IEDA liable in any manner for the resulting changes IEDA shall use best efforts to provide thirty (30) days' written notice to the Grantee of any legislative change During the thirty (30)-day period, the parties shall meet and make a good faith effort to agree upon changes to the Agreement to address the legislative change Nothing in this paragraph shall affect or impair IEDA's right to terminate the Agreement pursuant to the termination provisions

**30. JOINT AND SEVERAL LIABILITY** If the Grantee is a joint entity, consisting of more than one individual, partnership, corporation or other business organization, all such entities shall be jointly and severally liable for carrying out the activities and obligations of this Agreement, and for any default of activities and obligations

**31. WAIVER** Except as specifically provided for in a waiver signed by duly authorized representatives of IEDA and the Grantee, failure by either party at any time to require performance by the other party or to claim a breach of any provision of the Agreement shall not be construed as affecting any subsequent right to require performance or to claim a breach

**32. CONFLICT OF INTEREST** The Grantee represents, warrants, and covenants that no relationship exists or will exist during the Agreement period between the Grantee and IEDA that is a conflict of interest The provisions of Iowa Code chapter 68B shall apply to this Agreement If a conflict of interest is proven to IEDA, IEDA may terminate this Agreement pursuant to Paragraph 15 of this Agreement, and the Grantee shall be liable for any excess costs to IEDA as a result of the conflict of interest The Grantee shall establish safeguards to prevent employees, consultants, or members of governing bodies from using their positions for purposes that are, or give the appearance of being, motivated by the desire for private gain for themselves or others with whom they have family, business, or other ties The Grantee shall report any potential, real, or apparent conflict of interest to IEDA

**33. MAINTENANCE OF INSURANCE** The Grantee shall maintain the Project property in good repair and condition, ordinary wear and tear excepted, and shall not suffer or commit waste or damage upon the Project property If the Grantee is not the owner of the Project property, the Grantee shall require the property owner to maintain the Project property in good repair and condition, ordinary wear and tear excepted, and shall not suffer or commit waste or damage upon the Project property The Grantee or owner of the Project property shall pay for and maintain insurance as is customary for similar projects This insurance shall be in an amount not less than the full insurable value of the Project property The Grantee or the owner of the Project property shall name the



Authority and the Grantee, if the Grantee is not the owner of the Project property, as mortgagees and/or an additional loss payee(s) If the Grantee is not the owner of the Project property, the owner of the Project property shall provide the Grantee with a copy of each and every insurance policy in effect The Grantee shall maintain a copy of each and every insurance policy in effect and shall provide copies to the Authority upon request

**34. IMMUNITY FROM LIABILITY** Every person who is a party to the Agreement is hereby notified and agrees that the State, IEDA, and all of their employees, agents, successors, and assigns are immune from liability and suit for or from Grantee's, Project property owners' and/or contractors or subcontractors' activities involving third parties and arising from the Agreement Pursuant to Iowa Code chapter 669, IEDA and the State of Iowa are self-insured against all risks and hazards related to this Agreement No separate fund has been established to provide self-insurance, and the State of Iowa is not obligated to establish any such fund during the term of this Agreement

**35. NONAGENCY** The Grantee, the Project property owner(s), its or their employees, agents and any subcontractors performing under this Agreement are not employees or agents of the State or any agency, division or department of the State simply by virtue of work performed pursuant to this Agreement Neither the Grantee nor the Project property owner's employees shall be considered employees of IEDA or the State for federal or state tax purposes simply by virtue of work performed pursuant to this Agreement

**36. HEADINGS OR CAPTIONS** The paragraph headings or captions used in this Agreement are for identification purposes only and do not limit or construe the contents of the paragraphs

**37. DOCUMENTS INCORPORATED BY REFERENCE** The following are hereby incorporated by reference

- (a) IowaGrants.gov
- (b) Iowa Economic Development Authority Award Letter as found in IowaGrants.gov
- (c) Iowa Center for Rural Revitalization Rural Innovation Grant Application and Grant Information, as found in IowaGrants.gov

**38. ORDER OF PRIORITY** In the event of a conflict between documents, the following order or priority shall be applied

- (a) Articles 1-39 of this Grant Agreement
- (b) IowaGrants.gov
- (c) Iowa Economic Development Authority Award Letter as found in IowaGrants.gov
- (d) Application and Grant Information, Iowa Center for Rural Revitalization Rural Innovation Grant, as found in IowaGrants.gov

**39. INTEGRATION** This Agreement contains the entire understanding between the Grantee and IEDA and any representations that may have been made before or after the signing of this Agreement, which are not contained herein, are nonbinding, void and of no effect Neither of the parties has relied on any such prior representation in entering into this Agreement

IN WITNESS WHEREOF, the parties have executed this Contract as of the Effective Date first stated.

**RECIPIENT: City of Monticello**

BY:

\_\_\_\_\_  
City Administrator  
City of Monticello  
201 E. 1st Street  
Monticello, Iowa 52310

\_\_\_\_\_  
Typed or Printed Name and Title

**IOWA ECONOMIC DEVELOPMENT AUTHORITY:**

BY:

  
\_\_\_\_\_  
Deborah V. Durnam, Director

City Council Meeting  
Prep. Date: 07/17/2020  
Preparer: Doug Herman



Agenda Item: # 5  
Agenda Date: 07/20/2020

*Communication Page*

**Agenda Items Description:** Resolution to approve final contract payoff to Jason Rauen for Yard Waste / Compost facility.

**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:

Sanitation

\$60,375

**Synopsis:** The City purchased yard waste site on contract. When preparing the 2021 budget money was budgeted to pay the remaining balance due on the contract.

**Background Information:** The Compost Site was purchased for \$72,500 with \$15,000 down and the balance of \$57,500 to accrue interest at 5% per annum over five years. The balance due on August 1, 2020, the one-year anniversary of the contract, totals \$60,375.00

The proposed resolution authorizes payment in full of the balance due of \$60,375, avoiding the accrual of interest over the coming years. The Contract allows for prepayment.

The seller has been notified that prepayment is being considered as it will be his responsibility to provide a Deed to the City in fulfillment of the Contract.

**Staff Recommendation:** I recommend that the Council approve the proposed resolution.

# The City of Monticello, Iowa

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

## RESOLUTION #20

**Resolution** authorizing the City Administrator satisfy the balance due under the Real Estate Installment Contract between the City and Jason Rauen related to the Yard Waste / Compost Site purchased by the City from Rauen on or about August 1, 2019.

**WHEREAS,** The City Council previously agreed to the purchase of land from Jason Rauen to use for purposes of a City of Monticello Yard Waste Compost facility, and

**WHEREAS,** The property was purchased for \$72,500 with \$15,000 paid down, the balance to accrue interest at 5% per annum for a period of five years, the City reserving the right to prepay the balance due under the R.E. Contract, and

**WHEREAS,** The City Council finds that the FY '21 budget provides for the satisfaction of the balance due under the contract, including accrued interest, in the approximate total amount of \$60,375, and further finds that it is in the best interests of the City to pay the remaining balance due through July 31, 2020, the end of the 1<sup>st</sup> year of the Contract, after which the seller will deliver to the City of Monticello a Warranty Deed to the property.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby direct the City Administrator to see to the final payment under the terms of the aforementioned Real Estate Contract and to receive and review proposed transfer documents before accepting a Warranty Deed in fulfillment of the Contract.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20<sup>th</sup> day of July, 2020.

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Brian Wolken, Mayor

Attest:

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Sally Hinrichsen, Monticello City Clerk

**City Council Meeting**  
**Prep. Date:** 07/17/20  
**Preparer:** Doug Herman



**Agenda Item: #** 6  
**Agenda Date:** 07/20/20

*Communication Page*

**Agenda Items Description:** Resolution to schedule Public Information Meeting related to the City of Monticello's intent to file an USDA Grant Application requesting grant funds to assist with the 6<sup>th</sup> Street Ditch Waterway Storm Water improvement project.

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

**Attachments & Enclosures:**

Resolution

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Setting forth a notice of intent and holding a public meeting are conditions of requesting USDA money.

**Background Information:** The attached Resolution sets forth the City's intent to file for a USDA grant to seek funding to help pay for the costs associated with the 6<sup>th</sup> Street Ditch project and schedules a public meeting for the second Council meeting in August. I am working with the USDA on finalizing the various forms and submissions to keep this moving. The intent is to apply for most if not all of the total estimated cost knowing that we will not likely receive a grant in that amount. (\$525,000 +/-)

**Recommendation:** I recommend that the Council approve of the proposed Resolution.

# The City of Monticello, Iowa

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

RESOLUTION #20-

**Resolution to schedule Public Information Meeting related to the City of Monticello's intent to file an USDA Grant Application requesting grant funds to assist with the 6<sup>th</sup> Street Ditch Waterway Storm Water improvement project.**

**WHEREAS**, the City of Monticello has prepared and intends to submit, when finalized, a grant application with the USDA seeking grant funds to help cover expenses associated with the 6<sup>th</sup> Street Ditch Waterway Storm Water improvement project, and

**WHEREAS**, as part of the USDA application process the City Council must hold a Public Information Meeting on the details of the Grant Application, and the intent of the City to pursue grant funding consistent therewith, and

**WHEREAS**, Notice of the Public Information Meeting will be published in the Monticello Express on August 5<sup>th</sup> and the Public Information Meeting held on August 17<sup>th</sup> at 6:00 p.m. during the regular City Council meeting of that date.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby schedule a Public Information Meeting related to the USDA Grant Application mentioned previously herein, said Meeting to be scheduled for the 17<sup>th</sup> day of August at 6:00 p.m. during the regular City Council meeting scheduled for that date and time.

**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 20<sup>th</sup> day of July, 2020.

---

Brian Wolken, Mayor

Attest:

---

Sally Hinrichsen, Monticello City Clerk

City Council Meeting  
 Prep. Date: 07/17/20  
 Preparer: Doug Herman



Agenda Item: 7  
 Agenda Date: 07/20/2020

**Agenda Items Description** Ordinance approving Monticello City Code of Ordinances. (Second Reading)

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

**Attachments & Enclosures:**

Proposed Ordinance

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Council held a Public Hearing and passed the 1<sup>st</sup> reading of three to approve the Code of Ordinances.

**Background Information:** The Code has been available on line for a week +/- . You may find a link for it on the home page of the City Website. Attached hereto are a list of errors/omissions found by Chief Smith. (Parking, Stop Signs, Yield Signs, etc.) Staff will continue to peruse the Code as can you between now and the 3<sup>rd</sup> Reading. If you are not comfortable proceeding until the entire Code is carefully reviewed you can delay the approval and we can start over down the road. Or, as we identify issues, typos and the such, we can address them.

Sally made reference to some errors that were found during a conversation between Sally and Gator Kray. Those were mentioned at our last meeting and have been fixed. (Note: Gator asked me about the same section this week, I reviewed, identified what I would call a “reference” error and was going to communicate that to Iowa Codification, however, when speaking with Sally learned that said error was the same error she had already taken care of.

The Council clearly spent a lot of time on the Code, as did staff, and it is easy to forget where you landed on certain topics until looking back. One hot topic was driveway paving. I will give you a re-cap here but you can review it as well. Section 165.41 of the Code.

Summary of what is required as far as “parking improvements” as set forth within 165.41:

1. Access: Ingress and Egress shall be only by way of paved driveways or openings. 165.41(5)(B)
2. All residential and commercial approaches, drives, loading, parking, and/or outside storage areas that are installed must be surfaced with permanent dust free pavement. 165.41(5)(B)(3)
3. All residential and commercial approaches, drives, loading, parking, and/or outside storage areas that are surfaced with permanent dust free pavement must be maintained as permanent dust free pavement as must all extensions or additions thereto. 165.41(5)(B)(4)
4. All properties of all zoning classifications must have permanent dust free pavement approaches. ....This requirement is imposed on all properties regardless of current condition of their driveway approach. The Council may direct any non-compliant property to come into compliance within an appropriate and reasonable time. 165.41(B)(5)

5. Manufacturing driveways must have permanent dust free pavement over required parking areas as well as approaches, but not over loading areas, outside storage areas, or parking areas that exceed the minimum required by the Code. 165.41(B)(6) (Note: The Code requires so many parking spots based upon the type and size of a facility. What this section is saying is that the area required to accommodate those minimum spots must be paved while the balance of the lot may be left unpaved.)
6. When a non-compliant property changes hands the property must come into compliance as follows:
  - a. If there is not a perm. Dust free approach it must be installed within thirty (30) days.
  - b. Other areas required to be dust free pavement (if new construction) must be brought into compliance within ten (10) years. The ten-year window/period does not start over if transferred multiple times. (For example: John Q. Public sells his home on S. Chestnut Street to Sue Q. Public on November 1, 2020, after the approval of this Code of Ordinances. When Sue buys the property, she finds that the driveway approach and driveway are both gravel. Sue will have 30 days, unless a weather-related extension is granted, to get the approach paved. Sue will have ten years from her purchase of the property forward to pave the driveway. Then, on November 1, 2025, Sue sells to April Doe. April Doe will have a paved approach as Sue had to put that in, however, Sue has not yet paved the driveway. April will have five (5) years to pave the driveway as Sue has already used five years of the ten-year grace period.)

That is it in a nutshell on the gravel versus paved question. Review the Code or shoot me an e-mail with further questions.

One additional change that seems appropriate based upon the discussions last week deals with the planting of ROW trees over the water main on N. Sycamore Street. My understanding is that the City Council is willing to allow planting over the main so long as the gas and water services are avoided. The "avoidance" distance discussed was 6' from either service line. We do not yet know if this will make some ROW's unavailable for a tree but are working on a map that will lay out those service lines.

151.02 Planting Restrictions: (4) currently states: ....No Trees shall be planted in the parking along the west side of North Sycamore Street from its intersection with East First Street to its intersection with East Seventh Street.

**Proposed replacement language:** No Trees shall be planted in the parking along the west side of North Sycamore Street from its intersection with East First Street to its intersection with East Seventh Street within six (6) feet of any water or gas service line or within 20' of the right-of-way line of any intersection.

**Cedar Rapids Guidance below:** Street Tree Placement Tree Placement Criteria

When site checking for planting it's important to look at not just how the tree fits now, but how it will fit 40 years into the future.

**Some of the parameters required are:**

- 40 feet between trees 20 feet from intersections
- 10 feet from driveways and alleys 4 feet minimum areas between street and sidewalk
- 10 feet from fire hydrants and residential water lines

Adjustments for good reasons are allowed only after consultation with and by authority from the Forestry Program.

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Any of the above may be considered at your discretion. Do you wish to consider distance between trees? Distance from hydrants, distance from driveways, between street and sidewalk?

As noted, we will continue to look over the Code and identify as many potential clarifications, corrections, changes, etc. as we can before the 3<sup>rd</sup> reading.

**Staff Recommendation:** I recommend that the Council consider the approval of the 2<sup>nd</sup> reading of the Code of Ordinances.



*from  
Chief Smith*

**62.01 Violation of Regulations**

All sections need to be revised within the TrACs Software.

**63.04 Special Speed Zones**

1. No Change
2. No Changes
3. Current: 30 MPH Speed Limit on South Main Street from its intersection with East First Street to its intersection with E-16 a/k/a "The Lower Prairieburg Road"  
Change: 30 mph speed limit on Main Street from its intersection of 3rd street to its intersection with E16.  
This section is part of the extension of highway 38, which has a prescribed speed of 30mph. Currently all of our signage outside of the section of 38 has a posted speed of 35mph. changing the language and updating our signage will create a more uniform speed zone.
4. Add 45 mph on south main street from its intersection of E16 to Highway 151 interchange.

**65.01 Through Streets**

1. Current: First Street from Main Street west to City Limits  
Change: First Street from East City Limits to West City Limits  
This covers the signage at Shomont Drive, but also would include Riverview Drive.
2. No Change
3. No Change
4. No Change
5. No Change

**65.02 Stop Required**

1. No Change
2. No Change
3. No Change
4. No Change
5. No Change
6. No Change
7. No Change
8. No Change
9. No Change
10. No Change
11. No Change
12. No Change
13. No Change
14. No Change
15. No Change
16. No Change
17. No Change
18. No Change
19. No Change

20. No Change
21. No Change
22. No Change
23. No Change
24. No Change
25. Add Vehicles traveling south on Birch street shall stop at west 6th street.
26. Add vehicles traveling north on Pine Street shall stop at west 6th
27. Add Vehicles traveling east on Brook Street shall stop at Pine Street.
28. Add vehicles traveling north on Celgo Ave shall stop at Brook Street.
29. Add vehicles traveling west on plastic lane shall stop at Birch street
30. Add vehicles traveling east on north ridge drive shall stop at birch street
31. Add vehicles traveling south on hardscrabble shall stop at 11th street.
32. Add vehicles traveling north on gill street shall stop at west 7<sup>th</sup>
33. Add vehicles traveling north on chestnut shall stop at 7th street
34. Add Vehicles traveling on west 6th street shall stop at gill street and Chestnut Street.
35. Add vehicles traveling west on 5th street shall stop at gill street
36. Add vehicles traveling east on 4th street shall stop at chestnut street
37. Add vehicles traveling west on 4th street shall stop at Gill Street.
38. Add vehicles traveling south on chestnut shall stop at 3rd street
39. Add vehicles traveling east on 3rd street shall stop at chestnut street.
40. Add vehicles traveling on Farley street shall stop at 5th Street, 3rd street, and 2nd Street
41. Add vehicles traveling on South Chestnut shall stop at South Street  
 Signage already exists for these above listed locations, this addition will make the code reflect the actual signage locations.

**65.04 Yield Required**

1. No Change
2. Remove: Seventh Street. Vehicles traveling west on 7<sup>th</sup> Street shall yield at North Birch Street  
 Birch Street both directions already stops at 7<sup>th</sup> Street, the 7<sup>th</sup> street is the through street, no need to yield.
3. No Change
4. No Change
5. No Change
6. No Change
7. No Change
8. Add vehicles traveling north on chestnut shall yield at 3rd street
9. Add vehicles traveling on west 2nd street shall yield at chestnut street
10. Add vehicles traveling on West Grand street shall yield at chestnut street
11. Add vehicles traveling on east 8<sup>th</sup> street shall yield at north sycamore street
12. Add Vehicles traveling east on East 8<sup>th</sup> Street shall yield at north maple street  
 Signage Already exists for these 5 intersections, this addition will make the code reflect the actual signage locations.

**65.05 School Stops**

1. No Change
2. Remove: Intersection of North Cedar and Third Street  
This sign location is no longer used.
3. Remove: South Maple Street and East First Street.  
The School will not put out the sign any longer due to relocation of middle school.
4. No Change

**69.08 No Parking Zones**

1. No Change
2. No Change
3. No Change
4. No Change
5. Current: West South Street on the south side from Walnut Street to South Chestnut  
Change: West South Street on the south side from Walnut Street to a point 372 feet to the east.  
This is in front of Shannon School, doesn't need to extend into the residential portion.
6. Remove: South Sycamore Street on the west side from Grand street to East Washington  
Currently there is no signs in place and parking is permitted on both sides of the street.
7. yes School Zone, consider Removing
8. No Change
9. Remove: Second Street on the south side from North Maple Street Main Street  
Currently we allow parking on both sides, street is wide enough to allow passage
10. Current: Walnut Street on the east side from West First to South Street.  
Add: Walnut Street on the East Side from West First to South Street and the West Side from First Street to Grand Street
11. No Change
12. No Change
13. No Change For the Mailboxes
14. No Change Add Signage
15. Remove: North Chestnut Street, on the east side thereof, from west 7<sup>th</sup> street southerly 272 Feet.  
This was for the old Yo-Ho Plant that has been demolished.
16. No Change
17. No Change Add signage in the 200 block
18. No Change
19. No Change Add signage in front of Almost Famous Dance
20. No Change
21. No Change No Signs Present
22. No Change No Signs Present
23. No Change No Signs Present
24. No Change
25. No Change
26. No Change
27. No Change
28. No Change, No Signage Present
29. Add west 7<sup>th</sup>, north side from gill to birch
30. add: n maple, east side from 3<sup>rd</sup> to 7<sup>th</sup>

- 31. add: 10<sup>th</sup> ST, both sides from Cedar Street to North Maple
- 32. add: John Drive, both sides to a point 200 ft west from the intersection of Hardscrabble Road
- 33. add: Plastic Ln, both sides from Birch Street to Cul De Sac.
- 34. add: N walnut, East side from 1<sup>st</sup> Street to 3<sup>rd</sup> Street
- 35. add: N Chestnut, both sides, from 2<sup>nd</sup> Street to 3<sup>rd</sup> Street
- 36. add: El Camino Real, both sides to a point 100 ft from Oak Street
- 37. add: Park Blvd, both sides to a point 100 ft from Oak Street
- 38. add: Pineheaven, both sides from Southheaven Drive east to end of roadway
- 39. add: E Washington, south side from cedar street to maple street
- 40. add: Diamond Dr, both sides to a point 200 ft north from 3<sup>rd</sup> Street

**69.09 All Night Parking Prohibited (Consider Changing to reduce restrictions)**

- 1. No Change
- 2. Current: Elm Street on both sides from Grand to 2<sup>nd</sup> Street  
Currently no signage in place, Consider Removing
- 3. No Change
- 4. No Change
- 5. No Change

**69.14 Winter Parking**

Remove: North and West sides of the streets from 6:00pm of any odd numbered calendar day to 6:00am of the following day, South and East sides of the streets from 6:00pm of any even numbered calendar day to 6:00am the following day.

Change: Even Calendar days from 6:00pm to 6:00am of the following day shall park on Even Sides of the street. Odd Calendar days from 6:00pm to 6:00am of the following day shall park on the Odd sides of the Street.

**69.15 Snow Emergency**

Remove: Emergency Route Only and all language associated with such.

We have not in 15 years utilized the Emergency Route only, we always implement a snow emergency with requires no on street parking.

**69.16 Snow Emergency Routes**

Remove: Snow Emergency Routes and all language within the entire section.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADOPTING THE “CODE OF ORDINANCES  
OF THE CITY OF MONTICELLO, IOWA”**

BE IT ORDAINED by the City Council of the City of Monticello, Iowa, that:

SECTION 1. Pursuant to published notice and following public hearing on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, so required by Sections 362.3 and 380.8, Code of Iowa, there is hereby adopted by the City of Monticello, Iowa, the “CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA.”

SECTION 2. All of the provisions of the “CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA,” shall be in force and effect on and after the effective date of this ordinance.

SECTION 3. All ordinances or parts thereof in force on the effective date of this ordinance are hereby repealed from and after the effective date of this ordinance, except as hereinafter provided.

SECTION 4. The repeal provided for in the preceding section of this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance; nor shall such repeal affect any ordinance or resolution promising or guaranteeing the payment of money by the City or authorizing the issuance of any bonds of said City or any evidence of said City's indebtedness or any contract or obligation assumed by said City; nor shall said repeal affect the administrative ordinances or resolutions of the Council not in conflict or inconsistent with the provisions of “THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA”; nor shall it affect the following ordinances specifically saved from repeal:

**URBAN RENEWAL**

<b>EDITOR'S NOTE</b>		
The following ordinances not codified herein, and specifically saved from repeal, have been adopted establishing Urban Renewal Areas in the City and remain in full force and effect.		
ORDINANCE NO.	ADOPTED	NAME OF AREA
367 and 435		Monticello Urban Renewal Area
482	2-28-00	Breckenridge Urban Renewal Project Area
513	7-02-01	2001 Addition to Monticello Urban Renewal Area
608	8-06-07	2007 Addition to Monticello Urban Renewal Area
642	11-01-10	2010 Addition to Monticello Urban Renewal Area
954	11-21-11	2011 Addition to Monticello Urban Renewal Area
700	6-05-17	2017 Addition to Monticello Urban Renewal Area
709	12-4-17	2017 Addition (Amendment #2)

**VACATION AND DISPOSAL OF STREETS****EDITOR'S NOTE**

The following ordinances, not codified herein and specifically saved from repeal, have been adopted vacating certain streets, alleys and/or public grounds and remain in full force and effect.

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
57	--	470	January 2, 1917
75	--	490	May 4, 1925
87	June 19, 1879	518	September 21, 1931
99	March 14, 1881	151	November 3, 1947
105	May 4, 1881	152	October 11, 1949
107	March 8, 1882	246	January 19, 1981
108	July 7, 1882	283	June 16, 1984
214	May 1, 1900	290	April 15, 1985
226	October 2, 1900	291	July 1, 1985
237	April 2, 1901	307	May 27, 1987
305	May 3, 1905	376	July 19, 1993
459	April 9, 1914	377	December 13, 1993

**STREET GRADES****EDITOR'S NOTE**

The following ordinances not codified herein, and specifically saved from repeal, have been adopted establishing street and/or sidewalk grades and remain in full force and effect.

<b>ORDINANCE NO.</b>	<b>ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>ADOPTED</b>
48	November 24, 1931	233	July 18, 1977
172	March 3, 1958	241	January 15, 1979
186	July 29, 1963	272	June 26, 1983
188	June 8, 1964	280	June 18, 1984
197	October 28, 1968	285	October 15, 1984
201	November 17, 1969	587	March 7, 2005
217	June 17, 1974	592	June 20, 2005
219	April 16, 1975	625	April 6, 2009
220	May 27, 1975	651	May 16, 2011
228	April 19, 1976		

**ZONING****EDITOR'S NOTE**

The following ordinances have been adopted amending the Official Zoning Map described in this chapter and have not been included as a part of this Code of Ordinances but have been specifically saved from repeal and are in full force and effect.

<b>ORDINANCE NO.</b>	<b>DATE ADOPTED</b>	<b>ORDINANCE NO.</b>	<b>DATE ADOPTED</b>
428	May 28, 1996	655	May 7, 2012
437	October 30, 1996	657	July 2, 2012
446	May 28, 1997	660	August 20, 2012
459	May 26, 1998	661	August 20, 2012
460	August 10, 1998	663	October 15, 2012
466	October 12, 1998	666	April 1, 2013
473	July 12, 1999	668	May 6, 2013
474	July 12, 1999	669	December 16, 2013
487	June 12, 2000	672	May 19, 2014
488	May 30, 2000	673	May 19, 2014
517	August 6, 2001	675	June 16, 2014
530	February 18, 2002	692	December 5, 2016
531	May 6, 2002	695	May 1, 2017
533	June 3, 2002	697	May 1, 2017
534	May 20, 2002	698	April 3, 2017
536	June 3, 2002	699	May 1, 2017
550	January 20, 2003	710	April 2, 2018
551	December 16, 2002	714	May 21, 2018
552	December 16, 2002	717	July 16, 2018
553	January 20, 2003	725	July 1, 2019
555	June 16, 2003	726	August 5, 2019
559	August 18, 2003	727	July 25, 2019
563	October 20, 2003		
564	October 6, 2003		
569	March 15, 2004		
581	November 1, 2004		
607	May 21, 2007		
609	November 13, 2007		
610	November 5, 2007		
618	May 19, 2008		
622	February 16, 2009		
627	June 15, 2009		
632	January 18, 2010		
633	April 19, 2010		

nor shall it affect any other right or franchise conferred by any ordinance or resolution of the Council or any other person or corporation; nor shall it affect any ordinance naming, establishing, relocating or vacating any street or public way, whether temporary or permanent; nor shall it affect any ordinance amending the official zoning map, establishing building lines, establishing and

changing grades, or dedicating property for public use; nor shall it affect any prosecution, suit or other proceeding pending or any judgment rendered on or prior to the effective date of this ordinance.

SECTION 5. The following ordinances, passed subsequent to the preparation of this code but prior to adoption of this code, are hereby adopted and made a part of this code. These are ordinances \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Said ordinances shall be codified and incorporated in published copies of this code as supplements thereto following adoption of this ordinance.

SECTION 6. An official copy of the "CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA," adopted by this ordinance, including a certificate of the City Clerk as to its adoption and the effective date, is on file in the office of the City Clerk, and shall be kept available for public inspection.

SECTION 7. The City Clerk shall furnish a copy of the "CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA," to the Judicial Magistrates serving the City of Monticello.

SECTION 8. This ordinance shall be in full force and effect from and after the publication of this ordinance, as required by law.

Passed by the City Council of the City of Monticello, Iowa, the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
CITY CLERK

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

**CLERK'S CERTIFICATE**

I hereby certify that the foregoing Ordinance No. \_\_\_\_\_ was published as required by law on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED \_\_\_\_\_  
CITY CLERK



City Council Meeting  
Prep. Date: 07/17/2020  
Preparer: Doug Herman



Agenda Item: Reports  
Agenda Date: 07/20/2020

*Communication Page*

**Agenda Items Description: Reports**

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

**Attachments & Enclosures:**

Acumen Report (Insurance Related)  
Park and Rec. Report

**Fiscal Impact:**

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

**Reports / Potential Action:**

1. City Administrator
  - a. Tree Board Survey to N. Sycamore Street: We have heard from approximately 30 homeowners. Board has met a 2<sup>nd</sup> time and is working on identifying available trees with the goal of planting some this fall with the majority in the spring.
    - i. Mapping is going to be put together to identify gas and water service lines to avoid planting **trees** in close proximity to either.
    - ii. Most that want trees, want trees in the ROW, not their front yards.
    - iii. Trees would be planted over the water main.
    - iv. At intersections there should be a setback before a tree may be planted; not yet sure what that distance is.
  - b. N. Sycamore Street Painting: Still waiting on LL Pelling to show up. E-mailed them again last week but haven't received a response.
  - c. Insurance Savings: Acumen report attached hereto shows that the City saved \$27,400 dollars last year due to changes made to our Health Insurance management. Total savings since connecting with Acumen, beginning with the 2013-2014 "Insurance" year (June 1 through May 31) have been approximately: \$370,000. (Seven years, therefore, an average of \$52,800 per year in savings +/-)
2. Police Chief
3. Public Works Director
  - a. Compost Site Grinding and Windrow Work
4. Park and Recreation

# City of Monticello

Partial Self Funded Plan Performance Versus Fully Insured Alternative



6/1/2019 - 05/31/2020

## Plan Summary

City of Monticello buys a \$3,000 deductible, \$6,000 OPM plan.

City of Monticello provides a \$500 deductible, \$3,000 OPM plan.

## Estimated Enrollment

Monthly Average

Total Months 12

	PLAN 1	Overall Total
Single	25.92	311
ES	1.00	12
EC	2.83	34
Family	0.00	0

## Partially Self Funded Costs

Administration Fee	\$3,241.56
Claims Paid	\$24,099.00

To fund back to the employee plan

## Plan Cost Comparison

Fully Insured Alternative	YTD Cost
Premiums	\$273,843.14

Partial Self Funded Plan	YTD Cost
Premiums	\$219,074.51
PSF Costs	\$27,340.56
<b>Total</b>	<b>\$246,415.07</b>

Employees are provided with a plan similar to this.

Costs are a combination of fully insured premiums plus claims and administration.

## Savings Realized By Partially Self Funding

YTD Savings Over Fully Insured Alternative	\$27,428.07
% Savings Through PSF	10.02%

## YTD Budget

Amount Budgeted YTD	\$241,581.99
PSF Cost YTD	\$246,415.07
% Of YTD Budget Spent	102.00%

This analysis is an estimate only and is a snapshot of the year to date performance.



**TO:** Doug Herman, City Administrator  
**FROM:** Jacob Oswald, Parks and Recreation Director  
**SUBJECT:** Parks and Recreation Update  
**DATE:** July 16, 2020

### **AQUATIC CENTER**

Although things have been slow, we are still selling passes. To date, we have 455 individuals who hold a pass, which is an increase in the total number of pass holders from last year. Last week we opened up for adult lap swim on Saturday's and Sunday's from 3:00-4:00 and also increased our capacity to 125 patrons.

### **SUMMER ACTIVITIES**

Our 5-week baseball, softball, t-ball clinics came to an end last week. We ran these Monday-Wednesday from 9:00-11:00. We had roughly 50% of registered participants end up participating in the clinics. Other than a couple of weather hiccups, things ran smoothly.

### **MISCELLANEOUS**

The use of the toolcat has come in extremely handy this summer. We have begun watering the flower pots downtown and have been able to maneuver in and out of spots with relative ease. Watering takes anywhere from 60-90 minutes depending on how much weeding needs to be done and how much rain has recently fallen. We've also spent some time at Baty mulching trees. In what would have taken roughly a week to do in the past, Shannon and I were able to get done in a day. It has definitely made several of our tasks much more efficient.

We are currently working on details for a Chicago Slow pitch league this fall. There was interest in one after running our tournament last year.

We have been looking at some online registration options for activities moving forward. We've been doing everything on paper and feel its past due to moving things online.

At this time, we are still planning to move forward with our fall activities (flag football/volleyball). We've been in contact with Cascade and Anamosa about doing a 'Jones County Flag Football League' for the 3<sup>rd</sup>/4<sup>th</sup> grade classes.

**STRATEGIC PLANNING SESSION AND GOAL SETTING SESSION  
MONTICELLO, IOWA**

**Goal Setting Planning Questionnaire  
Mayor / Council**

**Introduction.**

The Mayor and City Council of the City of Monticello will be conducting a strategic planning session on **July 20, 2020 at 6:00 p.m. at City Hall**. The purpose of the session will be to identify and prioritize the City's overall goals and objectives for the coming 2-5 years. In order to prepare for this session, you're being asked to help identify key issues and potential objectives in the survey below. Please return to me by no later than Wednesday July 1<sup>st</sup>.

**I. Major Accomplishments.**

Please list the top major accomplishments of the City of Monticello over the past five years +/- . These accomplishments could be as large as a street project or as simple as a newly written city policy. The items do not have to be in any particular order.

1. N. Sycamore Street (4)
2. Updated City Code of Ordinances / on-line (3)
3. E. 1<sup>st</sup> Street Bridge (1)
4. Berndes Center Floor and HVAC (2)
5. Pickleball Courts (1)
6. Willow Park Trail (1)
7. Ten-T Hangar Construction and Hangars purchased from Monticello Aviation (1)
8. Compost Site (3)
9. Acquisition and planning for old Compadres and Dollar General Building (1)
10. Fountain Park Restoration and Planning (2)
11. New Ambulance / USDA Grant (1)
12. Ambulance Restructuring (1)
13. Downtown Brick (removing colored strip)(1)
14. Park and Rec. Expansion (Staff, Equipment, Facilities)(1)
15. Finding tenant for old Dime Store (1)

**II. Issues or Concerns.**

Please list up to seven specific issues or concerns that you have regarding future city services, policies, or operations. *You should list items that can be feasibly addressed at the City-level rather than items that are outside of the City ability to change.* You do not need to identify the potential answers or solutions to your issues or concerns.

1. Water and Sewer Rate Review (Increases) (2)
2. Trees throughout the City (Planting, removal, trimming?) (1)
3. Sidewalks (Missing Connections throughout the community) (1)
4. Sewer Plant Upgrade (1)
5. Hydrant and Manhole Upgrades / Replacement (1)
6. Repair of Brick Street and Infrastructure (1)

7. Concrete Street Repairs (1)
8. "Old" Middle School building planning (2)
9. Trail expansion (1)
10. Additional airport hangar construction and runway expansion (1)
11. Yard Waste (Wants continued collection) (1)
12. Cemetery Maintenance Plan; Quality of Cemetery Mowing (2)
13. TIF Funding of Residential Development (1)
14. Succession Planning for City Admin./Clerk/Etc. (1)
15. Hire Building Maintenance Position (Take pressure off of PW) (1)
16. Breed Specific Ban (If breed specific bans are eliminated by State of Iowa what are our options?) (1)
17. Revenue Loss due to Covid-19? (1)
18. Public has low level of confidence in City Government / Form of Government (1)
19. Not enough Street Projects (1)

### III. Significant Initiatives or Programs.

Please list any initiative, program, or policy that you think that the City should consider in the next one or two years. *Again, you should list items that can be feasibly addressed at the City-level rather than items that are outside of the City ability to change.* These items do not have to be listed in any particular order.

1. Continue Economic Development efforts (1)
2. Main Street Program, continue to pursue (2)
3. Downtown Storefront Guidelines – consistency (1)
4. Revise or replace run down industrial properties (1)
5. Prepare a detailed/complete schedule for Annual Sealcoating (1)
6. Eliminate Breaks at PW Building. (Wasted time driving to and from) (1)
7. Internship Offerings City Admin., Police Admin, PW, Park and Rec., Clerk) (1)
8. Promote positive relationship between first responders and community (1)
9. Community (Tree) Canopy initiative via Arbor Day Foundation (1)

### IV. Capital Projects / Needs

Please list the capital projects or equipment purchases that you think the City should consider over the next five years that are **not** presently underway. These capital projects could include such things as street construction, public works equipment, public safety equipment, etc. If you have a rough estimate on the cost of such projects, please note it. **(DO NOT INCLUDE IN THIS LIST PROPOSED CAPITAL NEEDS Or PURCHASES TIED TO YOUR DEPARTMENT)**

1. Trails (2)
2. Sealcoating Schedule (1)
3. Street Repairs (Intersections, curb and gutter) (2)
4. Compadres Building (2)
5. Reconstruct two blocks of North Chestnut Street (Brick) (1)
6. Sewage Treatment Plant (new) (3)
7. Period Lighting (More at Berndes Center / Park) (1)
8. 6<sup>th</sup> Street Waterway reconstruction and maintenance (3)

9. Airport apron, taxiway, and runway extension(1)
10. Dollar General Building (1)
11. Energy Building (1)
12. Continued Repair and Replacement of Brick Manholes, Water Valves, and Storm Sewer Intakes. (1)
13. New Council I-Pads (1)
14. City Security type cameras at key locations in City (Identify traffic/license plates to assist in crime solving) (1)
15. Re-lighting of Clock Tower (1)
16. Small end loader for public works (1)
17. Mini hoe for public works (1)
18. Technology Update in Council Chambers (Misc., Projector) (1)
19. Free Wi-Fi in Public Parks / Public Spaces / 1<sup>st</sup> Street (1)
20. Varvel Street and Linden Street Reconstruction (Streets/Infrastructure)(1)

## **V. Council Needs**

This is your opportunity to list the five greatest needs of your Dpt. Please list the needs in your order of priority, one being most important, etc. (Please indicate estimated cost where indicated.)

1. New I-Pads (1)
2. ComElec provided free to Mayor and Council homes as part of lease agreement with ComElec (1)
3. Meeting room microphone upgrades (again) (1)
4. Three-minute speaking timer (Open Forum/Others) (1)
5. Wall clock that keeps time (1)

## **VI. Teamwork.**

In order to accomplish the selected goals and objectives, it is important that the City's elected officials work as a team and have good small group decision-making skills. Please list some suggestions that the Mayor and City Council members could do in the future to improve the Council's teamwork, decision-making process, and ability to accomplish your goals and objectives.

1. Stay on the issue at hand, don't allow it to get personal (1)
2. Show respect for other elected officials even if they disagree with you/vote different than you. (1)
3. Honor Board decisions unless completely necessary to go a different direction. (1)
4. Having Council Packet or Agenda Packet sooner to provide time for studying or investigations into matters if need be. (1)
5. Councilpersons need to understand what they are voting on and read the packet BEFORE the meeting. (1)

## VII. Development / Growth.

In the upcoming 12 months, what are one or two topics about which you'd like to learn more?

- A. Diversity in the Community / Inclusion (1)
- B. Helping Local Businesses "Main Street" recover from the Covid-19 disruption
  - a. City Help? Tax Breaks? Grants? Etc. (1)
- C. Code Book (1)

## Supplemental Questions/Comments

The following space is provided for you to pose questions, concerns, or to offer other thoughts, of any kind, related to the operation of the city of Monticello.

- 1.) I'd like to see PW Director attend conferences / continuing education to bring new ideas to the community
- 2.) A team building exercise for the Council at the Innovation Lab annually with Dpt. Heads included.
- 3.) Review Form of Government. Weak mayor form of government existed prior to the hiring of a City Administrator years ago, should the City consider few council members (5) and pay them more? It would be better to have a smaller group that was 100% invested.
- 4.) Identify leadership qualities in employees within departments and work/train those employees to be prepared to take over if and/or when the current department heads retire or move on. "Next man in."
- 5.) Work with Jones Regional or local clinic to bring down cost of annual fire department physicals.
  - a. Also review the screenings being performed to ensure their necessity as opposed to having them performed "because they always have been".
6. Identify abandoned and dilapidated homes and pursue abatement.
7. Work with a local developer to get a new subdivision moving within the City limits. Consider changes to current TIF policies and incentives to assist developers with the cost of infrastructure installation.
8. Items on Agenda...more time to review.
9. Promote interest to be on the City Council.