

City of Monticello, Iowa

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Posted on November 17, 2022 at 5:00 p.m.

Monticello City Council Meeting November 21, 2022 @ 6:00 p.m.

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

Mayor:	Dave Goedken	Staff:	
City Council:		City Administrator:	Russell Farnum
At Large:	Wayne Peach	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Brenda Hanken	Police Chief:	Britt Smith
Ward #1:	Scott Brighton	City Engineer:	Patrick Schwickerath
Ward #2:	Candy Langerman	Public Works Dir.:	Nick Kahler
Ward #3:	Chris Lux	Water/Wastewater Sup.:	Jim Tjaden
Ward #4:	Tom Yeoman	Park & Rec Director:	Jacob Oswald

- Call to Order – 6:00 P.M.

- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

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

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

Approval of Council Meeting Minutes

November 7, 2022

Approval of Payroll

November 17, 2022

Approval of Bill List

Approval of October 2022 Treasurer's Report

Approval of The Monticello Blind Pig liquor license

Resolutions:

1. **Resolution** Approving Change Order #7 in the increase amount of \$24,051.05, submitted by Pirc- Tobin Construction, Inc. related to the 2021 East 7th Street Utility Improvements Project
2. **Resolution** Approving final payment #7 to Pirc-Tobin Construction related to the 2021 East 7th Street Utility Improvements Project in the amount of \$10,776.74

3. **Resolution** calling a Special City Election
4. **Resolution** Approve the hiring of Water /Wastewater employee and setting wage
5. **Resolution** Approving Plat of Survey to Parcels 2022-56, 2022-57, 2022-58, 2022-59 and 2022-60
6. **Resolution** Approving Preliminary & Final Plat of Wheels of Progress Subdivision
7. **Resolution** Approving and directing City Administrator to accept ownership of the Parcel ID 0222379010, by the acceptance of a Quit Claim Deed from BR3 Development LLC, and directing the City Clerk to see to the recordation of said Deed with the Jones County Recorder

Motions:

8. **Motion** to approve proposal for blinds for the Community Building
9. **Motion** to approve building permit for a fence located at 100 West Seventh Street

Reports / Potential Actions:

10. City Engineer
11. Mayor
12. City Administrator
13. City Clerk
14. Public Works Director
15. Police Chief
16. Water/Wastewater Superintendent
17. Park and Recreation Director

Work Sessions/ Motion:

18. Work Session/Motion – Sixth Street ditch

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.

Monticello City Council meetings are recorded, by attending and choosing to participate you give your consent to be recorded. If you prefer not to be recorded, you may submit comments in writing.

Meeting Instructions for the Public

Due to the Covid-19 Virus the public will be admitted into this meeting with limited seating.

The meeting will continue to be broadcast on Mediacom (Local Access Channel) and will be accessible via Zoom via the following link.

City of Monticello is inviting you to a scheduled Zoom meeting.

Topic: November 21, 2022 Council Meeting

Time: Nov 21, 2022 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88437820694>

Meeting ID: 884 3782 0694

One tap mobile

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+16469313860,,88437820694# US

Dial by your location

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+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

Meeting ID: 884 3782 0694

Find your local number: <https://us02web.zoom.us/j/88437820694>

Regular Council Meeting
November 7, 2022 – 6:00 P.M.
Community Media Center

Mayor Dave Goedken called the meeting to order. Council present were: Brenda Hanken, Scott Brighton, Candy Langerman, Chris Lux, Wayne Peach and Tom Yeoman. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler, Water/ Wastewater Superintendent Jim Tjaden, Library Director Michelle Turnis and Police Chief Britt Smith. The public was invited to attend the meeting in person, with limited seating or to 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 via Zoom.

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

Yeoman moved to approve the consent agenda; Hanken seconded, roll call was unanimous.

Mayor Goedken read Proclamation Declaring November 26, 2022, as Small Business Saturday.

Langerman moved to approve Resolution #2022-127 Approving FY 2021 - 2022 Annual Urban Renewal Report, Brighton seconded, roll call was unanimous.

Lux moved to approve Resolution #2022-128 Approving correction of typographical error in Frontier Warehousing and Oak Street Commercial Cabinets, Inc dba Oak Street Manufacturing Agreement, Hanken seconded, roll call was unanimous.

Goedken voiced concerns if all the requirements of the Developer’s Agreement with Royal Flush are being met and discussed fines owed the City. Farnum advised there are multiple avenues the City can take to collect the fines. He has been in contact with Royal Flush’s owner and they intend to pay the fines once they get their rebate. Goedken questioned if City was obligated to pay the rebate. Farnum advised nothing in the Developer’s Agreement addresses the violations associated with the sewer plant, as these are addressed in the pretreatment agreement with Royal Flush. Lux moved to approve Resolution #2022-129 Appropriating funds necessary to meet the City’s Obligation to Mike Beck and Ken McDermott, known as Royal Flush Truck Wash, Inc per Development Agreement, dated March 17, 2014, and as amended, dated June 3, 2019, Langerman seconded, roll call was unanimous.

Yeoman moved to approve Resolution #2022-130 Appropriating funds necessary to meet the City’s Obligation to Mercy Care Management, Inc per Development Agreement, dated July 7, 2019, Brighton seconded, roll call was unanimous.

Langerman moved to approve Resolution #2022-131 Appropriating funds necessary to meet the City’s Obligation to Cobblestone Inn & Suites (formerly known as Boulders Inn Monticello) under the Development Agreement dated October 5, 2015; as amended

November 20, 2017, Lux seconded, roll call was unanimous, except Yeoman who abstained, as he is a shareholder.

Langerman moved to approve Resolution #2022-132 Appropriating funds necessary to meet the City's Obligation to Kardes Inc. per Development Agreement dated March 17, 2014, Hanken seconded, roll call was unanimous.

Yeoman moved to approve Resolution #2022-133 Appropriating funds necessary to meet the City's Obligation to Lauren Welter, successor owner of 218 West First Street, Suite "A" per Development Agreement dated October 2, 2017, Hanken seconded, roll call was unanimous.

Lux moved to approve Resolution #2022-134 Appropriating funds necessary to meet the City's Obligation to Paige Jacobs, LLC, successor owner of 218 West First Street, Suite "B" per Development Agreement dated October 2, 2017, Langerman seconded, roll call was unanimous.

Lux moved to approve Resolution #2022-135 Appropriating funds necessary to meet the City's Obligation to Njs LLC, successor owner of 218 West First Street, Suite "C" per Development Agreement dated October 2, 2017, Brighton seconded, roll call was unanimous.

Yeoman moved to approve Resolution #2022-136 Appropriating funds necessary to meet the City's Obligation to Orbis Manufacturing, a subsidiary of Menasha Corporation per Development Agreement dated April 3, 2017, as amended by Resolution #19-27, dated April 15, 2019, Hanken seconded, roll call was unanimous

Langerman moved to approve Resolution #2022-137 Appropriating funds necessary to meet the City's Obligation to BR3 Development LLC per Development Agreement, dated March 1, 2021, Peach seconded, roll call was unanimous.

Yeoman moved to approve Resolution #2022-138 Appropriating funds necessary to meet the City's Obligation to McMAT Properties per Development Agreement, dated June 21, 2021, Brighton seconded, roll call was unanimous.

Hinrichsen reported the amount should be \$40,000 to cover the current year and next year's grant payment. Lux moved to approve Resolution #2022-139 Appropriating funds necessary to meet the City's Obligation to Frontier Warehousing and Oak Street Commercial Cabinets, Inc dba Oak Street Manufacturing per Development Agreement, dated January 3, 2022, with the \$40,000 amount, Langerman seconded, roll call was unanimous.

Yeoman moved to approve Resolution #2022-140 Approving FY 2024 TIF Certification, Langerman seconded, roll call was unanimous. The TIF amount that will be certified is \$550,000.

Goedken advised this was the truck discussed at the last meeting and is just the formal approval. Peach moved to approve Resolution #2022-141 To approve purchase of a Western Star Chassis from Truck Country, Hanken seconded, roll call was unanimous.

Farnum advised there was no intent to overspend on the Wastewater Treatment Plant Project and to use the USDA grant and loan in the amount of \$20,781,000 to fund. However, with a three-year construction schedule, it is hard to determine the total project cost. Once the construction process is started, the City can't obtain GO Bonding to cover any unexpected costs without the passage of this resolution. There is no intent to use it at this time but it's like an insurance policy, if needed. Brighton moved to approve Resolution #2022-142 Related to the financing of a project proposed to be undertaken by the City of Monticello, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code, Langerman seconded, roll call unanimous.

Monticello Chamber of Commerce Director Bobby Krum presented a request to help promote tourism in Monticello and plans for their 100-year celebration. After much discussion, Langerman moved to approve Resolution #2022-143 Approving Monticello Area Chamber of Commerce Investment in the amount of \$10,000 and directing City Administrator to work out the details with the Chamber, Peach seconded, roll call unanimous.

Goedken reported the staff voted down the union representation and requested setting up an ad-hoc committee to discuss raises, benefits and renewal of agreements. Yeoman moved to setup a Council ad-hoc committee to discuss raises, benefits and renewal of agreements, Langerman seconded, roll call unanimous. Brenda Hanken, Chris Lux, Wayne Peach and Dave Goedken agreed to serve on the committee with City Administrator.

Goedken advised the Jones County Transfer Station Board voted to raise the tipping fees from \$55 to \$65 per ton, starting January 1, 2023

Farnum stated he hoped the Council Chamber layout is more open and receptive to the public. Meetings are back on cable TV, and sound is better on Facebook and Zoom. Farnum thanked Smith for his work to get system updates finished.

Hinrichsen stated she has been working on the TIF items for tonight's agenda and began the budget process with department heads.

Kahler advised they have been working on getting leaves picked up. He also reported the traffic light at Oak Street and Main Street intersection was recently hit, and are working to get parts to repair. The light will flash until they can get the parts. Staff is working with the insurance company, of the individual that hit the signal and the traffic control supplier.

Tjaden advised they are interviewing candidates for the Water/Wastewater position.

Regular Council Meeting
November 7, 2022

Turnis reported they are interviewing candidates for the Library Director. She also thanked all the volunteers in past years and advised this would be her last Council meeting.

Peach moved to adjourn the meeting at 7:00 P.M.

David Goedken, Mayor

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - NOVEMBER 17, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	October 31 - November 13, 2022				
Brian Bronemann	\$ 918.18	\$ -	0.00	0.00	\$ 729.80
Abigale Frisch	2,383.88	1,447.88	0.00	0.00	1,742.74
Jacob Gravel	1,712.00	-	2.25	23.50	1,244.85
Ron Herman	456.00	-	0.00	0.00	385.44
David Husmann	1,952.00	-	0.00	3.75	1,078.11
Mary Intlekofer	1,952.00	-	3.00	29.25	1,351.54
Sonya Johnson	787.00	-	0.00	0.00	634.92
Nick Kahler	96.00	-	0.00	0.00	82.62
Trevor King	776.00	-	0.00	0.00	597.43
Lori Lynch	2,341.78	163.38	0.00	0.00	1,589.12
Coletta Matson	1,933.43	61.43	0.00	0.00	1,440.52
Kody Miles	20.00	-	0.00	0.00	17.21
Amanda Norton	651.95	-	0.00	0.00	503.20
Curtis Wyman	1,936.70	224.70	0.00	13.75	1,324.22
TOTAL AMBULANCE	\$ 17,916.92	\$ 1,897.39	5.25	70.25	\$ 12,721.72
CEMETERY	October 31 - November 13, 2022				
Dan McDonald	\$ 2,013.44	\$ 75.43	0.00	3.38	\$ 1,478.87
TOTAL CEMETERY	\$ 2,013.44	\$ 75.43	0.00	3.38	\$ 1,478.87
CITY HALL	October 31 - November 13, 2022				
Cheryl Clark	\$ 1,816.01	\$ -	0.00	15.00	\$ 1,236.62
Russ Farnum	3,961.54	-	0.00	0.00	2,625.35
Sally Hinrichsen	2,744.73	-	0.00	0.00	1,662.19
Nanci Tuel	2,242.08	-	0.00	0.00	1,607.55
TOTAL CITY HALL	\$ 10,764.36	\$ -	0.00	15.00	\$ 7,131.71
COUNCIL / MAYOR					
Scott Brighton	\$ 300.00	\$ -	0.00	0.00	\$ 276.78
Dave Goedken	500.00	-	0.00	0.00	453.30
Brenda Hanken	300.00	-	0.00	0.00	276.05
Candy Langerman	300.00	-	0.00	0.00	276.05
Chris Lux	300.00	-	0.00	0.00	275.78
Wayne Peach	300.00	-	0.00	0.00	235.05
Tom Yeoman	300.00	-	0.00	0.00	275.05
TOTAL COUNCIL / MAYOR	\$ 2,300.00	\$ -	0.00	0.00	\$ 2,068.06
LIBRARY	October 31 - November 13, 2022				
Molli Hunter	\$ 1,184.00	\$ -	0.00	0.00	\$ 920.00
Penny Schmit	1,431.96	26.36	0.00	0.00	776.84
Michelle Turnis	1,773.69	-	0.00	0.00	1,281.70
TOTAL LIBRARY	\$ 4,389.65	\$ 26.36	0.00	0.00	\$ 2,978.54
MBC	October 31 - November 13, 2022				
Keegan Arduser	\$ 1,384.62	\$ -	0.00	0.00	\$ 1,056.57
Jacob Oswald	2,193.88	-	0.00	0.00	1,647.00
TOTAL MBC	\$ 3,578.50	\$ -	0.00	0.00	\$ 2,703.57
POLICE	October 31 - November 13, 2022				

PAYROLL - NOVEMBER 17, 2022

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Peter Fleming	\$ 2,507.76	\$ -	0.00	0.00	\$ 1,735.41
Dawn Graver	2,540.80	-	0.00	0.00	1,832.06
Erik Honda	2,583.84	-	0.00	74.25	1,920.56
Blaine Kamp	2,583.84	-	0.00	0.00	1,928.36
Jordan Koos	2,583.84	-	0.00	42.00	1,766.20
Nicole Minnihan	26.00	-	0.00	0.00	24.01
Britt Smith	3,461.54	-	0.00	0.00	2,523.83
Madonna Staner	1,623.20	-	0.00	0.00	1,230.20
Brian Tate	2,625.84	-	0.00	17.25	1,859.37
TOTAL POLICE	\$ 20,536.66	\$ -	0.00	133.50	\$ 14,820.00
ROAD USE	October 31 - November 13, 2022				
Zeb Bowser	\$ 1,788.00	\$ -	6.00	5.75	\$ 1,255.34
Nick Kahler	2,238.39	-	0.00	0.00	1,527.72
TJ Nealson	1,768.50	40.50	0.00	0.00	1,338.86
Jasper Scott	1,788.01	-	0.00	1.38	1,231.47
TOTAL ROAD USE	\$ 7,582.90	\$ 40.50	6.00	7.13	\$ 5,353.39
SEWER	October 29 - November 11, 2022				
Tim Schultz	\$ 2,036.00	\$ -	0.00	7.13	\$ 1,417.44
Jim Tjaden	2,576.92	-	0.00	0.00	1,867.32
TOTAL SEWER	\$ 4,612.92	\$ -	0.00	7.13	\$ 3,284.76
SWIMMING POOL					
Vannessa Clapp	\$ 616.25	\$ -	0.00	0.00	\$ 543.28
TOTAL SWIMMING POOL	\$ 616.25	\$ -	0.00	0.00	\$ 543.28
TOTAL - ALL DEPTS.	\$ 74,311.60	\$ 2,039.68	11.25	236.39	\$ 53,083.90

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	848.82			
BLACK HILLS ENERGY	4801 5237 59	84.19			
MARISA GRANT	PD COMPLIANCE CHECKS	50.00			
KIECK'S CAREER APPAREL	PD MINOR EQUIPMENT	1,386.00			
LYNCH DALLAS, P.C.	PD ATTORNEY FEES	92.50			
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	1,229.37			
	110 POLICE DEPARTMENT TOTAL	3,690.88			
STREET LIGHTS					
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	211.62			
	230 STREET LIGHTS TOTAL	211.62			
AQUATIC CENTER					
BLACK HILLS ENERGY	6214 3735 03	45.84			
FAREWAY STORES #840-1	POOL CONCESSIONS	30.36			
JOHN DEERE FINANCIAL	POOL BLDG REPAIR/MAINT	46.14			
LASLEY ELECTRIC LLC	POOL BLDG REPAIR/MAINT	2,094.94			
	440 AQUATIC CENTER TOTAL	2,217.28			
CEMETERY					
IBEN CONSTRUCTION CO INC	CEM GRAVE OPENINGS - AUG-OCT	1,125.00			
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	34.99			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	86.32			
	450 CEMETERY TOTAL	1,246.31			
SOLDIER'S MEMORIAL BOARD					
MEDIACOM	SLDR MEM TELEPHONE	19.53			
LADCO	SLDR MEM BLDG REPAIR/MAINT	237.50			
	498 SOLDIER'S MEMORIAL BOARD TOTAL	257.03			
ATTORNEY					
LYNCH DALLAS, P.C.	ATTORNEY FEES	432.50			
	641 ATTORNEY TOTAL	432.50			
CITY HALL/GENERAL BLDGS					
BAKER PAPER CO INC	CH BUILDING SUPPLIES	320.13			
BLACK HILLS ENERGY	1287 4080 48	206.47			
JOHN DEERE FINANCIAL	CH BUILDING SUPPLIES	6.08			
JONES COUNTY RECORDER	CH RECORDING FEES	27.00			
MEDIACOM	CH TELEPHONE	19.53			
MONTICELLO EXPRESS INC	CH ADVERTISING	333.65			
MONTICELLO ROTARY CLUB	CH DUES - FARNUM	100.00			
LADCO	CH BLDG REPAIR/MAINT	1,425.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	650 CITY HALL/GENERAL BLDGS TOTAL	2,437.86			
	001 GENERAL TOTAL	10,493.48			
MONTICELLO BERNDEN CENTER					
PARKS					
ALLIANT ENERGY-IES	MBC ELECTRIC	1,015.22			
BLACK HILLS ENERGY	3293 7656 61	676.49			
FAREWAY STORES #840-1	MBC CONCESSIONS	25.30			
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES	183.94			
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	162.55			
BRAD TIMMERMAN	MBC DAMAGE DEPOSIT REFUND	200.00			
	430 PARKS TOTAL	2,263.50			
	005 MONTICELLO BERNDEN CENTER TOTAL	2,263.50			
FIRE					
FIRE					
BLACK HILLS ENERGY	7971 7910 14	124.54			
BRIAN CROWLEY	FIRE EQUIP REPAIR/MAINT	964.00			
JOHN DEERE FINANCIAL	FIRE SUPPLIES	23.97			
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	546.09			
	150 FIRE TOTAL	1,658.60			
	015 FIRE TOTAL	1,658.60			
AMBULANCE					
AMBULANCE					
BLACK HILLS ENERGY	4801 5237 59	84.19			
MICHAEL FABER	AMB OVERPAYMENT REFUND	100.00			
KLOCKE'S EMERGENCY VEHICLES	AMB VEHICLE OPERATING	125.00			
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	1,221.82			
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	3,674.24			
	160 AMBULANCE TOTAL	5,205.25			
	016 AMBULANCE TOTAL	5,205.25			
LIBRARY IMPROVEMENT					
LIBRARY					
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	90.18			
MICRO MARKETING LLC	LIB IMP BOOKS	135.82			
	410 LIBRARY TOTAL	226.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	030 LIBRARY IMPROVEMENT TOTAL		226.00		
LIBRARY					
LIBRARY					
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES	5.50			
MEDIACOM	LIB TELEPHONE	39.07			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	223.09			
MONTICELLO EXPRESS INC	LIB ADVERTISING	304.60			
LADCO	LIB BLDG REPAIR/MAINT	237.50			
	410 LIBRARY TOTAL		809.76		
	041 LIBRARY TOTAL		809.76		
AIRPORT					
AIRPORT					
ALLIANT ENERGY-IES	AIRPORT ELECTRIC	19.38			
SPAHN & ROSE LUMBER CO INC	AIRPORT GROUNDS SUPPLIES	196.18			
	280 AIRPORT TOTAL		215.56		
	046 AIRPORT TOTAL		215.56		
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	51.15			
BLACK HILLS ENERGY	5682 1986 07	81.60			
HOTSY CLEANING SYSTEMS	RU SUPPLIES	220.50			
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	492.37			
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	170.00			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	22.60			
LASLEY ELECTRIC LLC	RU LIGHT SYSTEMS & STRUCTURES	1,200.00			
DAVID B MCNEILL	RU LIGHT SYSTEMS & STRUCTURES	5.50			
MIDWEST WHEEL COMPANIES	RU EQUIP REPAIR/MAINT	45.56			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	1,823.32			
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT	140.11			
MONTICELLO SPORTS	RU CLOTHING	25.00			
SPAHN & ROSE LUMBER CO INC	RU BLDG REPAIR/MAINT	930.37			
WHITE HAWK PLUMBING & HEATING	RU BLDG REPAIR/MAINT	1,966.02			
	210 STREETS TOTAL		7,174.10		
	110 ROAD USE TOTAL		7,174.10		
TRUST/SLAVKA GEHRET FUND					
LIBRARY					
SERGEANT BLUFF PUBLIC LIBRARY	LIB GEHRET BOOKS	15.00			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	410 LIBRARY TOTAL	15.00			
	178 TRUST/SLAVKA GEHRET FUND TOTAL	15.00			
PARK IMPROVEMENT CAPITAL PROJECTS FAREWAY STORES #840-1	MONTI IN MOTION CAR SHOW	30.79			
	750 CAPITAL PROJECTS TOTAL	30.79			
	313 PARK IMPROVEMENT TOTAL	30.79			
BATY DISC GOLF COURSE PARKS D&S PORTABLES, INC.	BATY DG PORT-A-POT RENTAL	380.00			
	430 PARKS TOTAL	380.00			
	338 BATY DISC GOLF COURSE TOTAL	380.00			
WATER WATER BLACK HILLS ENERGY	5682 1986 07	179.22			
HAWKINS WATER TREATMENT	WATER SYSTEM	439.24			
STATE HYGIENIC LABORATORY	WATER LAB TESTS	54.00			
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	192.41			
MONTICELLO EXPRESS INC	WATER VEHICLE OPERATING	135.62			
	810 WATER TOTAL	1,000.49			
	600 WATER TOTAL	1,000.49			
SEWER SEWER ALLIANT ENERGY-IES	1105 E FIRST ST	2,698.58			
BLACK HILLS ENERGY	5682 1986 07	81.60			
GIESE SHEET METAL CO. INC.	SEWER BLDG REPAIR/MAINT	394.00			
STATE HYGIENIC LABORATORY	SEWER LAB TESTS	1,544.75			
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	192.44			
MONTICELLO EXPRESS INC	SEWER ADVERTISING	50.63			
TRI COUNTY PROPANE LLC	SEWER UTILITIES	721.69			
	815 SEWER TOTAL	5,683.69			
	610 SEWER TOTAL	5,683.69			

CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SEWER CAPITAL IMPROVEMENT					
SEWER					
WAPSI VALLEY ARCHAEOLOGY INC	SEWER FACILITY IMPROVEMENTS	3,275.18			

	815 SEWER TOTAL	3,275.18			

	613 SEWER CAPITAL IMPROVEMENT TOTAL	3,275.18			
SANITATION					
SANITATION					
BLACK HILLS ENERGY	5682 1986 07	81.59			
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	103.40			
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	159.56			
MONTICELLO EXPRESS INC	SANITATION ADS - LEAF CLEAN UP	1,003.20			
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	12,575.21			

	840 SANITATION TOTAL	13,922.96			

	670 SANITATION TOTAL	13,922.96			
		=====			
	Accounts Payable Total	52,354.36			

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

	FUND NAME	AMOUNT
001	GENERAL	10,493.48
005	MONTICELLO BERNDEN CENTER	2,263.50
015	FIRE	1,658.60
016	AMBULANCE	5,205.25
030	LIBRARY IMPROVEMENT	226.00
041	LIBRARY	809.76
046	AIRPORT	215.56
110	ROAD USE	7,174.10
178	TRUST/SLAVKA GEHRET FUND	15.00
313	PARK IMPROVEMENT	30.79
338	BATY DISC GOLF COURSE	380.00
600	WATER	1,000.49
610	SEWER	5,683.69
613	SEWER CAPITAL IMPROVEMENT	3,275.18
670	SANITATION	13,922.96

	TOTAL FUNDS	52,354.36

City of Monticello
Bank Reconciliation Report
For the Month of October 2022

Bank Balance		
General Checking	\$3,920,464.15	
Property Tax & Water	\$2,792,396.00	
Soldiers Memorial Ckg	\$12,423.22	
Earl F Lehmann Trust	\$238.44	
	<hr/>	
Total Bank Balance		\$6,725,521.81
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
	<hr/>	
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$710.24	
	<hr/>	
Total Outstanding Credit Card Pymts		\$710.24
Less Outstanding Checks:		
Financial/Payroll	\$69,374.84	
Soldiers Memorial		
	<hr/>	
Total Outstanding Checks		\$69,374.84
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$950.00	
	<hr/>	
Total Investments		\$950.00
Treasurer's Balance		<u>\$6,657,807.21</u>

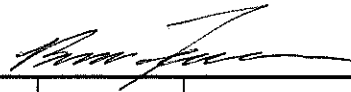
Prepared By: Sally Hinrichsen 11/10/2022
Sally Hinrichsen, City Clerk

Reviewed by: Russell Farnum 11/10/2022
Russell Farnum, City Administrator

Reviewed by: *[Signature]* Date: 11/10/2022

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 Bank	Ending Fund Balance
GENERAL FUNDS:	General	793840.80	522459.19	4624.32		87645.68	20723.75	1212554.88	775.00	1017850.81	193929.07			1212554.88
	Soldiers Memorial Board	12333.22	300.00			210.00		12423.22						12423.22
	Monticello Barmes Center	-33829.97	4625.02			20581.06		-49786.01	100.00	-49886.01				-49786.01
	Dare	6745.93		17.36				6763.29		6763.29				6763.29
	Canine	5410.82	200.00	13.92				5624.74		5624.74				5624.74
	Insurance Fund	40975.45		103.53		1486.37		39592.61		18579.29	21013.32			39592.61
	Monticello Trees Forever	29550.49		76.05				29626.54		56888.40				29626.54
	Fire	152251.22	13440.94	382.09		3393.37		162680.88		57742.07	106792.48			162680.88
	Ambulance Operating	106524.46	34600.21	268.83		35021.48		115955.41		20471.50	58213.34			115955.41
	Hotel/Motel Tax Fund	20418.95		52.55				20471.50						20471.50
	Earl F Lehmann Trust	238.44						238.44			238.44			238.44
	Street Bond	300.00						300.00		300.00				300.00
	Police Improvement	1.63	25.00					26.63		26.63				26.63
	Library Improvement	36291.21	3177.35	91.40		270.45		39289.51		21821.38				39289.51
	Library	25230.82	22593.00	64.27	11140.38	10769.07		48259.40	75.00	42988.31	5196.09			48259.40
	Equipment Set-A-Side	58253.54	935.00	148.27				59336.81		41473.42	17863.39			59336.81
SPECIAL REVENUE FUNDS:	Super Mac	16147.08		41.55		1623.19		14565.44		14565.44				14565.44
	Airport	123142.64	18759.64	312.28		9591.67		132622.89		81902.17	50720.72			132622.89
	Revolving Loan Fund	42819.77		107.71				42927.48		15767.53	27159.95			42927.48
	Road Use Tax	353032.91	46652.17			51750.07		347935.01		48361.44	299573.57			347935.01
	Road Use Tax Set-Aside	81616.06		203.06				81819.12		5235.12	76584.00			81819.12
	Employee Benefits	193406.28	199456.37			40285.74		352598.91		89328.95	263298.96			352598.91
	TIF Tax Collections	377989.57	186543.91	970.29				545502.77		518828.43	26674.34			545502.77
	Slavka Gehret Trust	204688.36		508.47		971.74		204225.09		3463.11	200761.98			204225.09
	Police Forfeiture Acct	4.93						4.93		4.93				4.93
	Debt Service	167966.62	146070.54	421.40				314478.56		194820.71	119657.85			314478.56
DEBT SERVICE FUNDS:	TIF - Debt Payments	0.50						0.50		0.50				0.50
	ARPA Fund	585332.32		1479.51				586811.83		292348.75	294463.08			586811.83
	Park Improvements	125801.34	74433.18	320.26		139192.15		61362.63		23218.43	38144.20			61362.63
	Library Capital Improvements	14112.97		36.32				14149.29		14149.29				14149.29
	Ambulance Improvements	131896.21	7500.00	331.23				139727.44		49735.42	89992.02			139727.44
	TIF Projects	0.00						0.00						0.00
	Cemetery Improvements	17372.76	451.00	484.21				18307.97		-593.57	18901.54			18307.97
	Capital Improvements	-16913.61	12818.00	22.93		1010.78		-5083.66		-14347.19	9263.53			-5083.66
	Low Income Housing	15539.14		40.86				15580.00			15580.00			15580.00
	Baldy Disc Golf Course	3404.81		8.74		811.44		2602.11		2420.45	181.66			2602.11
	Mary Maxine Redmond Trust	7018.40		17.44				7035.84		340.20	6695.64			7035.84
	Pocket Park	10366.74		26.21		450.00		9942.95		4827.96	5114.99			9942.95
PERMANENT FUNDS:	Cemetery Perpetual Care	176524.30	511.00					177035.30		3998.00	173037.30			177035.30
	Charles S Bidwell Book Trust	80678.96		200.26		79.74		80799.48		-45.30	80844.78			80799.48
	Ioma Mary Baker Trust	37323.62		92.77				37416.39		29.17	37387.22			37416.39
ENTERPRISE FUNDS:	Water Operating	184333.51	35168.39	462.41		17235.28		202729.03		71431.83	131297.20			202729.03
	Customer Deposits	104560.16	2950.00			1145.00		106365.16		24792.60	81572.56			106365.16
	Water Capital Improvements	77543.15	5152.42	329.74				83025.31		76223.66	8801.65			83025.31
	Sewer Operating	820747.14	94984.53	2088.10		26431.79		891387.98		627374.97	264013.01			891387.98
	Sewer Sinking	50289.66		129.42				50419.08		50419.08				50419.08
	Sewer Capital Improvements	193295.87	5152.43	627.41		1075.00		198000.71		188854.78	9145.93			198000.71
	Sanitation	147169.29	50537.96	375.94		55287.51		142795.68		112251.98	30543.70			142795.68
	Sanitation Capital Improvements	8654.25		22.27				8676.52		8676.52				8676.52
	Yard Waste	45588.68	3679.32	116.38		331.23		49063.15		38868.60	10184.55			49063.15
	Storm Water fund	32762.78	6637.65	84.31		4510.82		34973.92		34973.92				34973.92
AGENCY FUNDS	Self Funded Insurance	0.00	1672.06			1672.06		0.00						0.00
	Flex Spending	3358.57						4547.07		4547.07				4547.07
	Enterprise Flex Spending	107.48	1188.50			107.48		107.48		107.48				107.48
TOTAL OF ALL FUNDS		5672241.03	1492674.78	15704.07	20723.75	512812.67	20723.75	6857807.21	950.00	3851799.55	2792396.00	12661.66	0.00	6857807.21

City of Monticello
Cash On Hand By Bank
For October 31st, 2022



Bank					
Account type & number	Amount	Interest rate	Maturity date	Length of investment	Purpose
F & M Bank					
Total by Bank	\$0.00				
Citizens State Bank					
Savings # 6025641	\$238.44	0.150	N/A		Earl F Lehmann Trust
Checking #394486	\$12,423.22		N/A		Soldier Memorial
Total by Bank	\$12,661.66				
Dutrac Credit Union					
Total by Bank	\$0.00				
Fidelity Bank & Trust					
Total by Bank	\$0.00				
Ohnward Bank & Trust					
General Ckg/Sweep #40002008	\$3,920,464.15		N/A		General Checking
Property Tax & Water #40001992	\$2,792,396.00		N/A		General Savings
Total by Bank	\$6,712,860.15				
Total Cash on Hand- All Banks	\$6,725,521.81				
Plus Petty Cash	\$950.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error					
Plus Outstanding Credit Card Pymt	\$710.24				
Less Outstanding Checks	\$69,374.84				
Treasurer's Balance	\$6,657,807.21				

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

TREASURER'S REPORT
CALENDAR 10/2022, FISCAL 4/2023

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	793,840.80	527,083.51	108,369.43	.00	1,212,554.88
003 SOLDIER MEMORIAL FUND	12,333.22	300.00	210.00	.00	12,423.22
005 MONTICELLO BERNDEN CENT	33,829.97-	4,625.02	20,581.06	.00	49,786.01-
006 RECREATIONAL SET-A-SIDE	.00	.00	.00	.00	.00
008 DARE	6,745.93	17.36	.00	.00	6,763.29
009 POLICE CANINE UNIT	5,410.82	213.92	.00	.00	5,624.74
010 INSURANCE	40,975.45	103.53	1,486.37	.00	39,592.61
014 MONTICELLO TREES FOREVE	29,550.49	76.05	.00	.00	29,626.54
015 FIRE	152,251.22	13,823.03	3,393.37	.00	162,680.88
016 AMBULANCE	106,524.46	44,452.41	35,021.46	.00	115,955.41
018 HOTEL/MOTEL TAX	20,418.95	52.55	.00	.00	20,471.50
022 EARL F LEHMANN TRUST	238.44	.00	.00	.00	238.44
023 TRUST FUND/STREET BOND	300.00	.00	.00	.00	300.00
026 POLICE IMPROVEMENT	1.63	25.00	.00	.00	26.63
030 LIBRARY IMPROVEMENT	36,291.21	3,268.75	270.45	.00	39,289.51
041 LIBRARY	25,230.82	33,797.65	10,769.07	.00	48,259.40
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	58,253.54	1,083.27	.00	.00	59,336.81
045 SUPER MAC FUND	16,147.08	41.55	1,623.19	.00	14,565.44
046 AIRPORT	123,142.64	19,071.92	9,591.67	.00	132,622.89
050 REVOLVING LOAN FUND	42,819.77	107.71	.00	.00	42,927.48
110 ROAD USE	353,032.91	46,652.17	51,750.07	.00	347,935.01
111 ROAD USE SETASIDE	81,616.06	203.06	.00	.00	81,819.12
112 EMPLOYEE BENEFITS	193,408.28	199,456.37	40,265.74	.00	352,598.91
125 TIF -SPECIAL REVENUE	377,988.57	167,514.20	.00	.00	545,502.77
178 TRUST/SLAVKA GEHRET FUN	204,688.36	508.47	971.74	.00	204,225.09
180 POLICE FORFEITURE	4.93	.00	.00	.00	4.93
200 DEBT SERVICE	167,986.62	146,491.94	.00	.00	314,478.56
225 TIF - DEBT	.50	.00	.00	.00	.50
300 ARPA CAPITAL FUND	585,332.32	1,479.51	.00	.00	586,811.83
313 PARK IMPROVEMENT	125,801.34	74,753.44	139,192.15	.00	61,362.63
316 LIB CAPITAL IMPROVEMENT	14,112.97	36.32	.00	.00	14,149.29
319 AMBULANCE IMPROVEMENT	131,896.21	7,831.23	.00	.00	139,727.44
325 TIF PROJECT	.00	.00	.00	.00	.00
326 TRUST/CEMETERY IMPROVEM	17,372.76	935.21	.00	.00	18,307.97
328 FAMILY AQUATIC CENTER C	.00	.00	.00	.00	.00
332 CAPITAL IMPROVEMENT	16,913.81-	12,840.93	1,010.78	.00	5,083.66-
333 MYSBA CAPITAL FUND	.00	.00	.00	.00	.00
336 LOW INCOME HOUSING FUND	15,539.14	40.86	.00	.00	15,580.00
337 MDC FUNDS	.00	.00	.00	.00	.00
338 BATY DISC GOLF COURSE	3,404.81	8.74	811.44	.00	2,602.11
339 MARY MAXINE REDMOND TRU	7,018.40	17.44	.00	.00	7,035.84
375 POCKET PARK	10,366.74	26.21	450.00	.00	9,942.95
500 TRUST/CEMETERY PERPETUA	176,524.30	511.00	.00	.00	177,035.30
502 C.C. BIDWELL LIBRARY BO	80,678.96	200.26	79.74	.00	80,799.48
503 TRUST/IOMA MARY BAKER	37,323.62	92.77	.00	.00	37,416.39
600 WATER	184,333.51	35,630.80	17,235.28	.00	202,729.03
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	104,560.16	2,950.00	1,145.00	.00	106,365.16
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00
604 WATER CAPITAL IMPROVEME	77,543.15	5,482.16	.00	.00	83,025.31
610 SEWER	820,747.14	97,072.63	26,431.79	.00	891,387.98
611 SEWER RESERVE	.00	.00	.00	.00	.00

TREASURER'S REPORT
CALENDAR 10/2022, FISCAL 4/2023

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
612 SEWER SINKING	50,289.66	129.42	.00	.00	50,419.08
613 SEWER CAPITAL IMPROVEME	193,295.87	5,779.84	1,075.00	.00	198,000.71
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00
670 SANITATION	147,169.29	50,913.90	55,287.51	.00	142,795.68
671 SANITATION CAPITAL IMPR	8,654.25	22.27	.00	.00	8,676.52
675 YARD WASTE SITE	45,588.68	3,795.70	331.23	.00	49,053.15
740 STORM WATER	32,762.78	6,721.96	4,510.82	.00	34,973.92
820 INTERNAL REV SELF FUNDE	.00	1,672.06	1,672.06	.00	.00
950 FLEX SPENDING FUND	3,358.57	1,188.50	.00	.00	4,547.07
951 ENTERPRISE FLEX SPENDIN	107.48	.00	.00	.00	107.48
Report Total	5,672,241.03	1,519,102.60	533,536.42	.00	6,657,807.21



November 21, 2022

Mr. Russ Farnum, City Administrator
City of Monticello, Iowa
200 East 1st Street
Monticello, IA 52310

RE: Pay Request #7 and Change Order #7
EAST 7TH STREET UTILITY IMPROVEMENTS
S & A Project # - 121.0022.08
Contractor: Pirc-Tobin Construction, Inc.

Dear Council:

Enclosed for your review and approval is Pay Request #7 and Change Order #7 with final payment information for the project referenced above. We have reviewed the final pay request and change order and find them to be in agreement with the work completed to date. Pay Request #7 includes the release of retainage. Change Order #7 is a reconciliation of final construction quantities.

Further, we have reviewed the final improvements associated with the project referenced above and find the improvements to be acceptable and in general conformance with the contract documents. We therefore, recommend final acceptance of the project along with approval of Pay Request #7 (release of remaining retainage), and Change Order #7 for this project in the amount of **\$10,776.74** to Pirc-Tobin Construction, Inc. Payment shall be withheld for a minimum of 30 days and after the receipt of all lien waivers, in accordance with State law. Please note that upon acceptance of the project, the date of the resolution associated with acceptance will be the start date of the four (4) year guaranteed maintenance period.

If you have any questions or comments regarding this project, please feel free to contact me at 319-362-9394.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'A.J. Barry', is written over a light blue circular stamp.

A.J. Barry, P.E.
Civil Engineer

Enclosure: Pay Request #7, Change Order #7

cc: Ryan Harter, Pirc-Tobin Construction, Inc.

The City of Monticello, Iowa

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

RESOLUTION #

Approving Change Order #7 in the increase amount of \$24,051.05, submitted by Pirc-Tobin Construction, Inc. related to the 2021 East 7th Street Utility Improvements Project

WHEREAS, Pirc-Tobin Construction, Inc. is contracted with the City to complete the 2021 East 7th Street Utility Improvements Project, and

WHEREAS, Pirc-Tobin Construction, Inc. has submitted Change Order #7 tied to the installation of water service pipe placements on 7th Street in the increase amount of \$24,051.05, and

WHEREAS, The City Engineer has reviewed the proposed Change Order #7 and recommends that it be approved by the City Council.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve Change Order #7 submitted by Pirc-Tobin Construction, Inc. related to the 2021 East 7th Street Utility Improvements Project in the increase amount of \$24,051.05.

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 21st day of November, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

CHANGE ORDER NO. 7

OWNER: City of Monticello

PROJECT: East 7th Street Utility Improvements
S&A PROJECT #: 121.0022.08

To: Pirc-Tobin Construction, Inc.
Contractor
2660 Old Quass Rd
Address
Alburnett, IA 52202
City, State, Zip

You are directed to make the following changes in this contract:

1. **Description of change to be made:**
Bid items listed included quantities that vary from the original plan quantity. This change order rectifies the final quantities against the original plan quantities.

2. **Reason for Change:**
Quantity rectification.


3. **Settlement for the cost of making the change shall be as follows:**

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1.	GRUBBING	16.5	UNIT	\$35.00	\$577.50
4.	SUBGRADE PREPARATION	-127	SY	\$1.00	-\$127.00
5.	SUBGRADE TREATMENT, TYPE 4, GEOGRID	63.2	SY	\$11.00	\$695.20
6.	SUBBASE, MODIFIED, 12"	13	SY	\$14.50	\$188.50
7.	REMOVAL OF KNOWN PIPE AND CONDUIT, WATER, 4"	11	LF	\$6.90	\$75.90
7.	REMOVAL OF KNOWN PIPE AND CONDUIT, WATER, 4" - CO#4	5	LF	\$50.00	\$250.00
10.	TRENCH FOUNDATION	-22.83	TON	\$40.00	-\$913.20
11.	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	-10.6	CY	\$20.00	-\$212.00
13.	LIME BACKFILL	23.5	CY	\$23.00	\$540.50
14.	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 8"	-35	LF	\$125.00	-\$4,375.00
15.	REMOVAL OF SANITARY SEWER, PVC, 8"	50	LF	\$6.90	\$345.00
19.	REMOVE PROTRUDING SERVICE CONNECTIONS	-6	EA	\$168.00	-\$1,008.00
23.	FITTING, ALL FITTINGS, WATER MAIN	1	LB	\$13.00	\$13.00
23.	FITTING, ALL FITTINGS, WATER MAIN - CO#2, CO#3, CO#4	40	LB	\$18.00	\$720.00
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE)	77	LF	\$200.00	\$15,400.00
27.	VALVE, GATE, 8"	1	EA	\$1,900.00	\$1,900.00
27.	VALVE, GATE, 8" - CO#2	-1	EA	\$2,000.00	-\$2,000.00
29.	FLUSHING DEVICE (BLOWOFF), 2"	-1	EA	\$2,000.00	-\$2,000.00
36.	CURB AND GUTTER, MATCH EXISTING WIDTH	26	LF	\$28.00	\$728.00
38.	REMOVAL OF DRIVEWAY	-10	SY	\$13.00	-\$130.00
38.	REMOVAL OF DRIVEWAY - CO#4	6	SY	\$15.00	\$90.00
39.	SIDEWALK, PCC, 4"	9.82	SY	\$99.50	\$977.09
40.	SIDEWALK, PCC, 6"	2	SY	\$133.00	\$266.00
42.	DRIVEWAY, PAVED, PCC, 5"	8	SY	\$78.00	\$624.00
42.	DRIVEWAY, PAVED, PCC, 5" - CO#3, CO#5	-12	SY	\$85.00	-\$1,020.00
43.	DRIVEWAY, GRANULAR	12	SY	\$15.50	\$186.00
44.	FULL DEPTH PATCHES	81.44	SY	\$150.00	\$12,216.00
45.	SUBBASE OVER-EXCAVATION	1.84	TON	\$46.50	\$85.56
46.	CURB AND GUTTER REMOVAL	26	LF	\$3.00	\$78.00
61.	FLAGGERS PER EACH	-2	DAY	\$540.00	-\$1,080.00
65.	SALVAGE AND REINSTALL EXISTING STORM, 12"	24	LF	\$40.00	\$960.00
				TOTAL	\$24,051.05

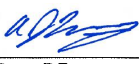
4. This change order will result in a net change in the contract completion time of 0 days and a net change in the cost of the project of \$24051.05 divided as follows:

	Contract Amount	Contract Completion Date
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	\$482,176.20	May 31, 2022
Change due to this C.O. (+ or -)	\$24,051.05	0
Totals including this C.O.:	\$506,227.25	May 31, 2022

The change described herein is understood, and the terms of settlement are hereby agreed to:

Pirc-Tobin Construction, Inc.
CONTRACTOR
By 

DATE: 11/15/22

Snyder & Associates, Inc.
ENGINEER
By 
A.J. Barry, P.E.

DATE: 11/16/2022

City of Monticello
OWNER

By Dave Goedken, Mayor

DATE: _____

The City of Monticello, Iowa

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

RESOLUTION #

**Approving final payment #7 to Pirc-Tobin
Construction related to the 2021 East 7th Street Utility
Improvements Project in the amount of \$10,776.74**

WHEREAS, The City of Monticello, Iowa is an incorporated City within Jones County, Iowa; and

WHEREAS, Pirc-Tobin Construction contracted with the City to perform specified improvements associated with 2021 East 7th Street Utility Improvements Project, and

WHEREAS, Pirc-Tobin Construction has been paid for their work with the exception of the partial retainage that has been held by the City since approval and payment of the 6th pay request, and

WHEREAS, The retainage had been held pending the receipt of a lien waivers, and other paperwork was filed with Snyder & Associates, and

WHEREAS, The Council finds that the project has now been satisfactorily completed and that the retainage in the amount of \$10,776.74 should be released in full.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve payment of retainage to Pirc-Tobin Construction. in the amount of \$10,776.74 related to the 2021 East 7th Street Utility Improvements project.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 21st day of November, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

APPLICATION FOR PARTIAL PAYMENT NO. 7

PROJECT: East 7th Street Utility Improvements

S&A PROJECT NO.: 121.0022.08

OWNER: City of Monticello
CONTRACTOR: Pirc-Tobin Construction, Inc.
ADDRESS: 2660 Old Quaas Rd
Alburnett, IA 52202
DATE: 11/14/2022

PAYMENT PERIOD: 5/31/2022
to

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 302,691.70
Net Change by Change Order: \$ 179,484.50
Contract Amount to Date: \$ 482,176.20

CONTRACT PERIOD: TOTAL WORKING DAYS

Completion Date: May 31, 2022

Days between Start Date
and Completion Date: 89

2. WORK SUMMARY:

Total Work Performed to Date: \$ 506,227.25
Retainage: 0% \$0.00
Total Earned Less Retainage: \$ 506,227.25
Less Previous Applications for Payment: \$ 495,450.51
AMOUNT DUE THIS APPLICATION: \$10,776.74

Added by Change Order: 0

Total Time: 89

Time Used to Date: 89

Time Remaining: 0

Percentage of Time Used: 100%

Percentage of Work Performed: 100%

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Pirc-Tobin Construction, Inc.

CONTRACTOR

By

DATE:

11/15/22

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.

ENGINEER

By

DATE:

11/16/2022

A.J. Barry, P.E.

5. OWNER'S APPROVAL

City of Monticello

OWNER

By

DATE:

Dave Goedken, Mayor

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
1.	GRUBBING	27	UNIT	\$ 35.00	\$ 945.00	43.50		\$ 1,522.50
2.	TOPSOIL, ON-SITE	55	CY	\$ 12.50	\$ 687.50	55		\$ 687.50
3.	TOPSOIL, OFF-SITE	55	CY	\$ 32.00	\$ 1,760.00	55		\$ 1,760.00
4.	SUBGRADE PREPARATION	127	SY	\$ 1.00	\$ 127.00	0		\$ -
5.	SUBGRADE TREATMENT, TYPE 4, GEOGRID	127	SY	\$ 11.00	\$ 1,397.00	190.2		\$ 2,092.20
6.	SUBBASE, MODIFIED, 12"	127	SY	\$ 14.50	\$ 1,841.50	140		\$ 2,030.00
7.	REMOVAL OF KNOWN PIPE AND CONDUIT, WATER, 4"	45	LF	\$ 6.90	\$ 310.50	56		\$ 386.40
8.	FILLING AND PLUGGING OF KNOWN PIPE CILVERTS, PIPES, CONDUITS, WATER MAIN, 4"	413	LF	\$ 3.00	\$ 1,239.00	0		\$ -
9.	COMPACTION TESTING	1	LS	\$ 1,330.20	\$ 1,330.20	1		\$ 1,330.20
10.	TRENCH FOUNDATION	30	TON	\$ 40.00	\$ 1,200.00	7.17		\$ 286.80
11.	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	66	CY	\$ 20.00	\$ 1,320.00	55.40		\$ 1,108.00
12.	TRENCH COMPACTION TESTING	1	LS	\$ 1,330.20	\$ 1,330.20	1.00		\$ 1,330.20
13.	LIME BACKFILL	140	CY	\$ 23.00	\$ 3,220.00	218.5		\$ 5,025.50
14.	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 8"	112	LF	\$ 125.00	\$ 14,000.00	112		\$ 14,000.00
15.	REMOVAL OF SANITARY SEWER, PVC, 8"	64	LF	\$ 6.90	\$ 441.60	114		\$ 786.60
16.	STORM SEWER, TRENCHED, RCP, 12"	65	LF	\$ 78.50	\$ 5,102.50	65		\$ 5,102.50
17.	REMOVAL OF STORM SEWER, VCP, 12"	65	LF	\$ 8.40	\$ 546.00	65		\$ 546.00
18.	PRE-REHABILITATION CLEANING AND INSPECTION, 8"	312	LF	\$ 5.60	\$ 1,747.20	312		\$ 1,747.20
19.	REMOVE PROTRUDING SERVICE CONNECTIONS	6	EA	\$ 168.00	\$ 1,008.00	0		\$ -
20.	CIPP MAIN LINING	312	LF	\$ 57.00	\$ 17,784.00	312		\$ 17,784.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	440	LF	\$ 58.00	\$ 25,520.00	440		\$ 25,520.00
22.	WATER MAIN, TRENCHED, DIP, 8" (W/ NITRILE GASKETS)	0	LF	\$ 75.00	\$ -	0		\$ -
23.	FITTING, ALL FITTINGS, WATER MAIN	908	LB	\$ 13.00	\$ 11,804.00	495		\$ 6,435.00
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE)	56	LF	\$ 200.00	\$ 11,200.00	127		\$ 25,400.00
25.	WATER SERVICE CORPORATION, 1" (FIELD VERIFY SIZE)	7	EA	\$ 473.00	\$ 3,311.00	7		\$ 3,311.00
26.	WATER SERVICE CURB STOP AND BOX, 6"	4	EA	\$ 551.00	\$ 2,204.00	5		\$ 2,755.00
27.	VALVE, GATE, 8"	3	EA	\$ 1,900.00	\$ 5,700.00	4		\$ 7,600.00
28.	FIRE HYDRANT ASSEMBLY	1	EA	\$ 5,800.00	\$ 5,800.00	1		\$ 5,800.00
29.	FLUSHING DEVICE (BLOWOFF), 2"	2	EA	\$ 2,000.00	\$ 4,000.00	2		\$ 4,000.00
30.	FIRE HYDRANT ASSEMBLY REMOVAL	1	EA	\$ 897.00	\$ 897.00	1		\$ 897.00
31.	MANHOLE, SW-301, 48"	4	EA	\$ 6,850.00	\$ 27,400.00	4		\$ 27,400.00
32.	INTAKE, SW-501	2	EA	\$ 3,500.00	\$ 7,000.00	2		\$ 7,000.00
33.	REMOVE MANHOLE	4	EA	\$ 863.00	\$ 3,452.00	4		\$ 3,452.00
34.	REMOVE INTAKE	2	EA	\$ 666.00	\$ 1,332.00	2		\$ 1,332.00
35.	MANHOLE LINING WITH HAND PLACED CEMENTITIOUS MORTAR LINER, 1/2" THICKNESS	30	VF	\$ 450.00	\$ 13,500.00	0		\$ -
36.	CURB AND GUTTER, MATCH EXISTING WIDTH	244	LF	\$ 28.00	\$ 6,832.00	270		\$ 7,560.00
37.	REMOVAL OF SIDEWALK	104	SY	\$ 15.00	\$ 1,560.00	104		\$ 1,560.00
38.	REMOVAL OF DRIVEWAY	18	SY	\$ 13.00	\$ 234.00	20		\$ 260.00
39.	SIDEWALK, PCC, 4"	58	SY	\$ 99.50	\$ 5,771.00	67.82		\$ 6,748.09
40.	SIDEWALK, PCC, 6"	71	SY	\$ 133.00	\$ 9,443.00	73.0		\$ 9,709.00
41.	DETECTABLE WARNING, CAST IRON	80	SF	\$ 50.50	\$ 4,040.00	80		\$ 4,040.00
42.	DRIVEWAY, PAVED, PCC, 5"	18	SY	\$ 78.00	\$ 1,404.00	20		\$ 1,560.00
43.	DRIVEWAY, GRANULAR	16	SY	\$ 15.50	\$ 248.00	28		\$ 434.00
44.	FULL DEPTH PATCHES	283	SY	\$ 150.00	\$ 42,450.00	375.44		\$ 56,316.00
45.	SUBBASE OVER-EXCAVATION	18	TON	\$ 46.50	\$ 837.00	19.84		\$ 922.56
46.	CURB AND GUTTER REMOVAL	244	LF	\$ 3.00	\$ 732.00	270		\$ 810.00
47.	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	4.8	STA	\$ 500.00	\$ 2,400.00	4.8		\$ 2,400.00
48.	PAINTED PAVEMENT MARKINGS, DURABLE	3.5	STA	\$ 770.00	\$ 2,695.00	3.5		\$ 2,695.00
49.	PAVEMENT MARKINGS REMOVED	1.3	STA	\$ 475.00	\$ 617.50	1.3		\$ 617.50
50.	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 8,750.00	\$ 8,750.00	1.00		\$ 8,750.00
51.	REMOVAL AND SALVAGE OF SIGN	6	EA	\$ 84.00	\$ 504.00	6		\$ 504.00
52.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 1)	0.20	AC	\$ 8,400.00	\$ 1,680.00	0.32		\$ 2,688.00
53.	FILTER SOCK, 8"	385	LF	\$ 3.10	\$ 1,193.50	385		\$ 1,193.50
54.	FILTER SOCKS, REMOVAL	385	LF	\$ 0.10	\$ 38.50	385		\$ 38.50
55.	MOBILIZATION	1	LS	\$ 25,000.00	\$ 25,000.00	1.00		\$ 25,000.00
56.	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 350.00	\$ 350.00	1		\$ 350.00

57.	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 200.00	\$ 200.00	1		\$ 200.00
58.	CONCRETE WASHOUT	1	LS	\$ 515.00	\$ 515.00	1		\$ 515.00
59.	WATER MAIN WITH CASING PIPE, TRENCHED, PVC AWWA C900 (DR-18), 8"	20	LF	\$ 237.00	\$ 4,740.00	0		\$ -
		TOTAL ORIGINAL CONTRACT = \$ 302,691.70				\$ 313,298.75		
CHANGE ORDER SUMMARY:								
Change Order No. 1								
8.	FILLING AND PLUGGING OF KNOWN PIPE CILVERTS, PIPES, CONDUITS, WATER MAIN, 4"	-413	LF	\$ 3.00	\$ (1,239.00)	0	1	\$ -
14.	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 8"	55	LF	\$ 125.00	\$ 6,875.00	20	1	\$ 2,500.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	20	LF	\$ 58.00	\$ 1,160.00	20	1	\$ 1,160.00
23.	FITTING, ALL FITTINGS, WATER MAIN	-414	LB	\$ 13.00	\$ (5,382.00)	0	1	\$ -
31.	MANHOLE, SW-301, 48"	4	EA	\$ 6,850.00	\$ 27,400.00	4	1	\$ 27,400.00
33.	REMOVE MANHOLE	4	EA	\$ 863.00	\$ 3,452.00	4	1	\$ 3,452.00
35.	MANHOLE LINING WITH HAND PLACED CEMENTITIOUS MORTAR LINER, 1/2" THICKNESS	-30	VF	\$ 450.00	\$ (13,500.00)	0	1	\$ -
44.	FULL DEPTH PATCHES	17	SY	\$ 150.00	\$ 2,550.00	17	1	\$ 2,550.00
59.	WATER MAIN WITH CASING PIPE, TRENCHED, PVC AWWA C900 (DR-18), 8"	-20	LF	\$ 237.00	\$ (4,740.00)	0	1	\$ -
Change Order No. 2								
3.	TOPSOIL, OFF-SITE	20	CY	\$ 32.00	\$ 640.00	20	2	\$ 640.00
13.	LIME BACKFILL	45	CY	\$ 23.00	\$ 1,035.00	8	2	\$ 184.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	189	LF	\$ 117.50	\$ 22,207.50	189	2	\$ 22,207.50
23.	FITTING, ALL FITTINGS, WATER MAIN	198	LB	\$ 18.00	\$ 3,564.00	198	2	\$ 3,564.00
27.	VALVE, GATE, 8"	1	EA	\$ 2,000.00	\$ 2,000.00	0	2	\$ -
29.	FLUSHING DEVICE (BLOWOFF), 2"	1	EA	\$ 2,000.00	\$ 2,000.00	1	2	\$ 2,000.00
37.	REMOVAL OF SIDEWALK	5	SY	\$ 15.00	\$ 75.00	5	2	\$ 75.00
38.	REMOVAL OF DRIVEWAY	15	SY	\$ 13.00	\$ 195.00	15	2	\$ 195.00
44.	FULL DEPTH PATCHES	63	SY	\$ 150.00	\$ 9,450.00	63	2	\$ 9,450.00
52.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 1)	0.04	AC	\$ 8,400.00	\$ 336.00	0.00	2	\$ -
60.	TEMPORARY TRAFFIC CONTROL - OAK STREET	1	LS	\$ 3,500.00	\$ 3,500.00	1.0	2	\$ 3,500.00
61.	FLAGGERS PER EACH	2	DAY	\$ 540.00	\$ 1,080.00	0.00	2	\$ -
63.	MOBILIZATION - OAK STREET	1	LS	\$ 7,850.00	\$ 7,850.00	1.00	2	\$ 7,850.00
Change Order No. 3								
3.	TOPSOIL, OFF-SITE	42	CY	\$ 32.00	\$ 1,344.00	42.00	3	\$ 1,344.00
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8"	473	LF	\$ 85.00	\$ 40,205.00	473.00	3	\$ 40,205.00
23.	FITTING, ALL FITTINGS, WATER MAIN	46	LB	\$ 18.00	\$ 828.00	82.00	3	\$ 1,476.00
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE)	10	LF	\$ 200.00	\$ 2,000.00	16.00	3	\$ 3,200.00
25.	WATER SERVICE CORPORATION, 1" (FIELD VERIFY SIZE)	2	EA	\$ 473.00	\$ 946.00	2.00	3	\$ 946.00
26.	WATER SERVICE CURB STOP AND BOX, 6"	1	EA	\$ 551.00	\$ 551.00	0.00	3	\$ -
29.	FLUSHING DEVICE (BLOWOFF), 2"	1	EA	\$ 2,000.00	\$ 2,000.00	0.00	3	\$ -
37.	REMOVAL OF SIDEWALK	20	SY	\$ 15.00	\$ 300.00	20.00	3	\$ 300.00
38.	REMOVAL OF DRIVEWAY	56	SY	\$ 13.00	\$ 728.00	0.00	3	\$ -
39.	SIDEWALK, PCC, 4"	20	SY	\$ 100.00	\$ 2,000.00	20.00	3	\$ 2,000.00
42.	DRIVEWAY, PAVED, PCC, 5"	56	SY	\$ 85.00	\$ 4,760.00	0.00	3	\$ -
43.	DRIVEWAY, GRANULAR	60	SY	\$ 15.50	\$ 930.00	60.00	3	\$ 930.00
44.	FULL DEPTH PATCHES	11	SY	\$ 150.00	\$ 1,650.00	0.00	3	\$ -
52.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING (TYPE 1)	0.08	AC	\$ 8,400.00	\$ 672.00	0.00	3	\$ -
63.	MOBILIZATION - OAK STREET	1	LS	\$ 2,150.00	\$ 2,150.00	1.00	3	\$ 2,150.00
64.	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC C900, 10"	20	LF	\$ 185.00	\$ 3,700.00	20.00	3	\$ 3,700.00
65.	SALVAGE AND REINSTALL EXISTING STORM, 12"	100	LF	\$ 40.00	\$ 4,000.00	24.00	3	\$ 960.00
66.	TAPPING VALVE ASSEMBLY	1	EA	\$ 5,000.00	\$ 5,000.00	1.00	3	\$ 5,000.00
Change Order No. 4								
7.	REMOVAL OF KNOWN PIPE AND CONDUIT, WATER, 4" - 100 W 7TH STREET	30	LF	\$ 50.00	\$ 1,500.00	35.00	4	\$ 1,750.00
13.	LIME BACKFILL - 100 W 7TH STREET	18	CY	\$ 23.00	\$ 414.00	0.00	4	\$ -
21.	WATER MAIN, TRENCHED, PVC AWWA C900 (DR-18), 8" - 100 W 7TH STREET	100	LF	\$ 117.50	\$ 11,750.00	100.00	4	\$ 11,750.00
23.	FITTING, ALL FITTINGS, WATER MAIN - 100 W 7TH STREET	46	LB	\$ 18.00	\$ 828.00	50.00	4	\$ 900.00
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE) - 100 W 7TH STREET	75	LF	\$ 200.00	\$ 15,000.00	75.00	4	\$ 15,000.00
38.	REMOVAL OF DRIVEWAY - 100 W 7TH STREET	27	SY	\$ 15.00	\$ 405.00	33.00	4	\$ 495.00
42.	DRIVEWAY, PAVED, PCC, 5" - 100 W 7TH STREET	27	SY	\$ 78.00	\$ 2,106.00	33.00	4	\$ 2,574.00
Change Order No. 5								
38.	REMOVAL OF DRIVEWAY	-44	SY	\$ 13.00	\$ (572.00)	0.00	5	\$ -
42.	DRIVEWAY, PAVED, PCC, 5"	-44	SY	\$ 85.00	\$ (3,740.00)	0.00	5	\$ -
65.	SALVAGE AND REINSTALL EXISTING STORM, 12"	-100	LF	\$ 40.00	\$ (4,000.00)	0.00	5	\$ -
67.	WATER MAIN, TRENCHLESS, PVC AWWA C900 (DR-18), 8"	307	LF	\$ 3.00	\$ 921.00	307.00	5	\$ 921.00

Change Order No. 6								
24.	WATER SERVICE PIPE, TYPE K COPPER, 1" (FIELD VERIFY SIZE)	106	LF	\$ 100.00	\$ 10,600.00	106.00	6	\$ 10,600.00
		TOTAL CHANGE ORDERS = \$ 179,484.50				\$ 192,928.50		
		TOTAL CONTRACT & CHANGE ORDERS \$ 482,176.20				\$ 506,227.25		

City Council Meeting
Prep. Date: 11/16/2022
Preparer: Sally Hinrichsen



Agenda Item: # 3
Agenda Date: 11/21/2022

Communication Page

Agenda Items Description: Calling a Special City Election

Type of Action Requested: Ordinance

Attachments & Enclosures:

Section 39.2 of the Code of Iowa

Email from Secretary of State's Office with
Section 372.13(11) of the Code of Iowa

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: City Clerk received a petition requesting a special election, on November 7, 2022. The petition stated the purpose of the special election is to vote on the following public measure: Change City Council Representation to IC 372.13(11) (b) (1). Election at large without ward

Analysis: Section 372.13(11) of the Code of Iowa provides that upon receipt of a petition meeting the requirements of Section 362.4 of the Code of Iowa, the Council shall submit the question at a special election to vote upon the proposition of changing City Council representation to election at large, in accordance with the provisions of said statute;

The earliest a special election could be held is Tuesday March 7, 2023, as defined in Section 39.2 of the Code of Iowa. City Clerk worked with Jones County Auditor Whitney Hein to get Special Election set for March 2023 and ballot wording.

Possible wording for the ballot is as follows:

Shall the City of Monticello change from its current Council ward and at-large representation plan to an at-large council representation plan for all council members without ward residency requirements? (If this measure is passed by a majority of votes cast, all of the City's councilpersons will be elected at-large at the November, 2023 general election, taking office January, 2024. The three highest votes getters will serve four-year terms, the next three highest vote getters will serve two-year terms. Thereafter all councilpersons will serve four-year terms.)

Recommendation: The City Council review the proposed wording for the ballot and setting date for Special Election as required by Iowa Code. Approval is recommended.

The City of Monticello, Iowa

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

RESOLUTION #

CALLING A SPECIAL CITY ELECTION

WHEREAS, the City of Monticello, Iowa is an incorporated city within Jones County, Iowa; and

WHEREAS, the City of Monticello, Iowa, received a petition requesting a special election, on November 7, 2022. The petition stated the purpose of the special election is to vote on the following public measure: Change City Council Representation to IC 372.13(11) (b) (1). Election at large without ward; and

WHEREAS, Section 372.13(11) of the Code of Iowa provides that upon receipt of a petition meeting the requirements of section 362.4 of the Code of Iowa, the Council shall submit the question at a special election to vote upon the proposition of changing City Council representation to election at large, in accordance with the provisions of said statute; and

WHEREAS, the *Monticello Express* is a legal newspaper, printed wholly in the English language, as defined by Section 618.3 of the Code of Iowa and is published in said City and of general circulation therein.

NOW THEREFORE, BE IT RESOLVED by the City Council of Monticello, Iowa does hereby do the following:

Section 1. That there is hereby called a special City election on Tuesday, the 7th day of March, 2023, at which election there shall be submitted to the registered voters of said City the following question, to-wit:

Shall the City of Monticello change from its current Council ward and at-large representation plan to an at-large council representation plan for all council members without ward residency requirements? (If this measure is passed by a majority of votes cast, all of the City's councilpersons will be elected at-large at the November, 2023 general election, taking office January, 2024. The three highest votes getters will serve four-year terms, the next three highest vote getters will serve two-year terms. Thereafter all councilpersons will serve four-year terms.)

Section 2. That the voting place or places for said election, and the hours the polls shall be opened and closed shall be as set out in the notice of election, said notice to be prepared and approved by the County Commissioner of Elections.

Section 3. That the Election Board for the voting precinct or precincts shall be appointed by the County Commissioner of Elections, not less than fifteen (15) days before the date of said election, a certified copy of which appointment shall be officially placed on file in the office of the Clerk of said City.

Section 4. That the Auditor of Jones County, Iowa, being the County Commissioner of Elections, is hereby directed to publish the notice of election once in the *Monticello Express*, being a legal newspaper, printed wholly in the English language, as defined by Section 618.3 of the Code of Iowa, published in said City and of general circulation therein, said publication to be not less than four clear days nor more than twenty days prior to the date of said election.

Section 5. That the County Commissioner of Elections shall cause to be prepared all such ballots and election registers and other supplies as may be necessary for the proper and legal conduct of said election. The clerk is hereby authorized and directed to cooperate with said Commissioner of Elections and to do and prepare all necessary matters in order to make said election legal and valid.

Section 6. That the Clerk is hereby directed to file a certified copy of this Resolution in the office of the County Commissioner of Elections, which filing shall also constitute the “written notice” to the County Commissioner of Elections of the election date required to be given by the governing body under the provisions of Chapter 47 of the Code of Iowa.

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 21st day of November, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

Sally Hinrichsen

From: Widen, Molly <Molly.Hammer@sos.iowa.gov>
Sent: Monday, October 24, 2022 2:42 PM
To: Sally Hinrichsen
Subject: RE: How Can The Secretary Help You?

Good Afternoon Ms. Hinrichsen,

The process is laid out in Iowa Code §372.13(11):

11. a. Council members shall be elected according to the council representation plans under sections 372.4 and 372.5. However, the council representation plan may be changed, by petition and election, to one of those described in this subsection. Upon receipt of a petition meeting the requirements of section 362.4, requesting a change to a council representation plan, the council shall submit the question at a special election. If a majority of the persons voting at the special election approves the changed plan, it becomes effective at the beginning of the term following the next regular city election. If a majority does not approve the changed plan, the council shall not submit another proposal to change a plan to the voters within the next two years.

b. Eligible electors of a city may petition for one of the following council representation plans:

- (1) Election at large without ward residence requirements for the members.
- (2) Election at large but with equal-population ward residence requirements for the members.
- (3) Election from single-member, equal-population wards, in which the electors of each ward shall elect one member who must reside in that ward.
- (4) Election of a specified number of members at large and a specified number of members from single-member, equal-population wards.

Once a valid petition is received, the Council is required to call for a special election.

Please let me know if you have any additional questions.

Sincerely,

Molly M. Widen

Legal Counsel

Office of the Iowa Secretary of State

Office: (515) 281-5864

Mobile: (515) 210-4634

Email: molly.widen@sos.iowa.gov

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

From: sos-it@sos.iowa.gov <sos-it@sos.iowa.gov>
Sent: Monday, October 24, 2022 10:56 AM
To: Iowa Secretary of State Paul D. Pate <SOS@sos.iowa.gov>
Subject: How Can The Secretary Help You?

39.2 Special elections.

1. *a.* All special elections which are authorized or required by law, unless the applicable law otherwise requires, shall be held on Tuesday. A special election shall not be held on the first, second, third, and fourth Tuesdays preceding and following the primary and the general elections.

b. A special election shall not be held in conjunction with the primary election. A special election shall not be held in conjunction with a regularly scheduled or special city primary or city runoff election.

2. Except as otherwise provided in subsection 1, a special election may be held on the same day as a regularly scheduled election if the two elections are not in conflict within the meaning of section 47.6, subsection 2. A special election may be held on the same day as a regularly scheduled election with which it does so conflict if the commissioner who is responsible for conducting the elections concludes that to do so will cause no undue difficulties, except that a special election for a city, school district, or merged area shall not be scheduled to coincide with the general election.

3. *a.* When voting is to occur on the same day in any one precinct for two or more elections, they shall be considered one election for purposes of administration including but not limited to publishing notice of the election, preparation of the precinct election register and completion of tally sheets after the polling place has closed.

b. If a special election to fill a vacancy is held in conjunction with a regularly scheduled election, the filing deadlines for the special election shall coincide with the filing deadlines for the regularly scheduled election. An election to fill a vacancy in a city office cannot be held in conjunction with a general election if the city election procedures provide for a primary election.

4. Unless otherwise provided by law, special elections on public measures are limited to the following dates:

a. For a county, in an odd-numbered year, the first Tuesday in March, the second Tuesday in September, or the first Tuesday after the first Monday in November. For a county, in an even-numbered year, the first Tuesday in March, the second Tuesday in September, or the first Tuesday after the first Monday in November.

b. For a city, in an odd-numbered year, the first Tuesday in March, the second Tuesday in September, or the first Tuesday after the first Monday in November. For a city, in an even-numbered year, the first Tuesday in March or the second Tuesday in September.

c. For a school district or merged area, in the odd-numbered year, the first Tuesday in March, the second Tuesday in September, or the first Tuesday after the first Monday in November. For a school district or merged area, in the even-numbered year, the first Tuesday in March, or the second Tuesday in September.

[C51, §237; R60, §460; C73, §574; C97, §1058; C24, 27, 31, 35, 39, §505; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §39.2]

90 Acts, ch 1238, §1; 93 Acts, ch 143, §2; 98 Acts, ch 1123, §1; 2002 Acts, ch 1134, §1, 115; 2008 Acts, ch 1032, §201; 2008 Acts, ch 1115, §24, 71; 2017 Acts, ch 110, §39; 2017 Acts, ch 155, §1, 9 – 12, 44; 2018 Acts, ch 1149, §2, 12; 2019 Acts, ch 148, §5, 33; 2021 Acts, ch 147, §1, 53, 54

Referred to in §47.6, 57.3, 75.1, 99F.7, 145A.7, 257.18, 257.29, 260C.28, 260C.39, 275.18, 275.23A, 275.25, 275.35, 275.36, 275.55, 277.2, 278.1, 279.39, 297.11, 298.2, 298.9, 298.18, 298.21, 300.2, 330.17, 331.309, 346.27, 347.14, 347.23, 347.23A, 362.11, 364.2, 368.19, 372.2, 372.9, 392.6, 423B.1, 423F.3, 423F.4

Subsection 4, paragraph a amended

City Council Meeting
Prep. Date: Nov 15, 2022
Preparer: Jim Tjaden



Agenda Item: #4
Agenda Date: Nov 21, 2022

Communication Page

Agenda Items Description: Approval of hiring a new Water/Wastewater Employee

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: Daniel Pike has left and I need to replace him

Background Information:

Daniel last day of employment was the 27th of October. Published job opening in the paper and on line to expire the 18th of November. I received 6 applications and interviewed 2 of them. And would like to make an offer which stands at \$23.10 per hour with one week of vacation to start

Staff Recommendation: I recommend the approval of hiring a new Water/Wastewater employee

The City of Monticello, Iowa

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

RESOLUTION

Approve the hiring of Water /Wastewater employee and setting wage

WHEREAS, The Water /Wastewater position has been open since the resignation of Daniel Pike, and

WHEREAS, After advertising in Monticello Express with a deadline for applications being November 18, applications will be reviewed and setup interviews the candidates for the position, and

WHEREAS, The Water/Wastewater Superintendent has negotiated the wage of \$23.10 per hour with one week of vacation to start, and

WHEREAS, The City Administrator recommends hiring a Water /Wastewater employee, and

WHEREAS, The Council finds it appropriate to follow the recommendation of the City Administrator and Water /Wastewater Superintendent, and further finds that the wages set \$23.10 per hour with one week of vacation to start is fair and reasonable and should, therefore, be approved.

NOW, THEREFORE, The Council hereby authorizes the hiring of Water /Wastewater employee with a starting wage of \$23.10.

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 21st day of November 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 11/17/2022
Preparer: Russell Farnum



Agenda Item: # 5
Agenda Date: 11/21/2022

Communication Page

Agenda Items Description: Mike and Susanne Holmes Plat

Type of Action Requested: Resolution

Attachments & Enclosures:

Proposed Plat

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: Mike and Susanne Holmes own several lots in the block bounded by Chestnut Street, Laude Avenue, Gill Street, and 6th Street. There are three other homeowners on this block as well. The requested plat would “correct” the platted lot lines to better reflect what has actually been built on the lots over the year.

Background: As noted on the top of the first page of the plat, the intent is:

“The intent of this survey is to create boundaries as how they are being used as opposed to what the legal descriptions describe. It appears the boundaries between neighbors has historically been laid out from the center of the street surface of Laude Avenue and not from the platted street right of way. The platted street right of way locations for Laude Avenue, Chestnut Street, 6th Street, and Gill Street fit as platted. The revised divisions between property owners are using the distances described in the deeds from the centerline of the street surface of Laude Avenue.”

So, as characteristic of many older neighborhoods in Monticello, there are actually buildings that trespass onto neighboring properties and similar nonconformities. This plat would correct those.

Mike and Susanne Holmes have worked with their neighbors to develop this plat, in order to address the problems and put the lot lines where everyone thought they were, based upon the historic uses of the land. In order to be sure everyone was properly informed, we did do a courtesy letter inviting all of the homeowners in that block to the Planning and Zoning meeting to consider this issue.

One neighbor, Tom Darrow, attended the meeting with Mike Holmes, and supported the proposal. It was also noted that all of the affected property owners will need to sign the plat before it can be recorded. The Planning and Zoning Commission recommended approval by a vote of 4-0.

This block is shown in Beacon, below:



Recommendation: Approval is recommended.

The City of Monticello, Iowa

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

RESOLUTION #

Approving Plat of Survey to Parcels 2022-56, 2022-57, 2022-58, 2022-59 and 2022-60

WHEREAS, The Plat of Survey to Parcels 2022-56, 2022-57, 2022-58, 2022-59 and 2022-60 has been presented to the City Council for approval, same being located within the City Limits of the City of Monticello, and

WHEREAS, The Plat of Survey was created to reflect what has actually been built on the lots over the years and as noted on first page of the plat, the intent is:

“The intent of this survey is to create boundaries as how they are being used as opposed to what the legal descriptions describe. It appears the boundaries between neighbors has historically been laid out from the center of the street surface of Laude Avenue and not from the platted street right of way. The platted street right of way locations for Laude Avenue, Chestnut Street, 6th Street, and Gill Street fit as platted. The revised divisions between property owners are using the distances described in the deeds from the centerline of the street surface of Laude Avenue.”
, and

WHEREAS, The City Planning and Zoning Board has reviewed the Plat of Survey and recommends that it be approved, and

WHEREAS, The City Council finds that the Plat of Survey to Parcels 2022-56, 2022-57, 2022-58, 2022-59 and 2022-60 should be approved.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcels 2022-56, 2022-57, 2022-58, 2022-59 and 2022-60.

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 21st day of November, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

COUNTY: JONES

SECTION 21, T 86 N, R 3 W

ALIQUOT PART:

CITY: MONTICELLO

SURVEY: PARCELS 2022-56 THROUGH PARCELS 2022-60

BLOCK: LOTS:

PROPRIETOR:SEE LEGAL DESCRIPTIONS

REQUESTED BY:MIKE HOLMES

SURVEYOR: RANDALL L. RATTENBORG

COMPANY: BURRINGTON, GROUP, INC.

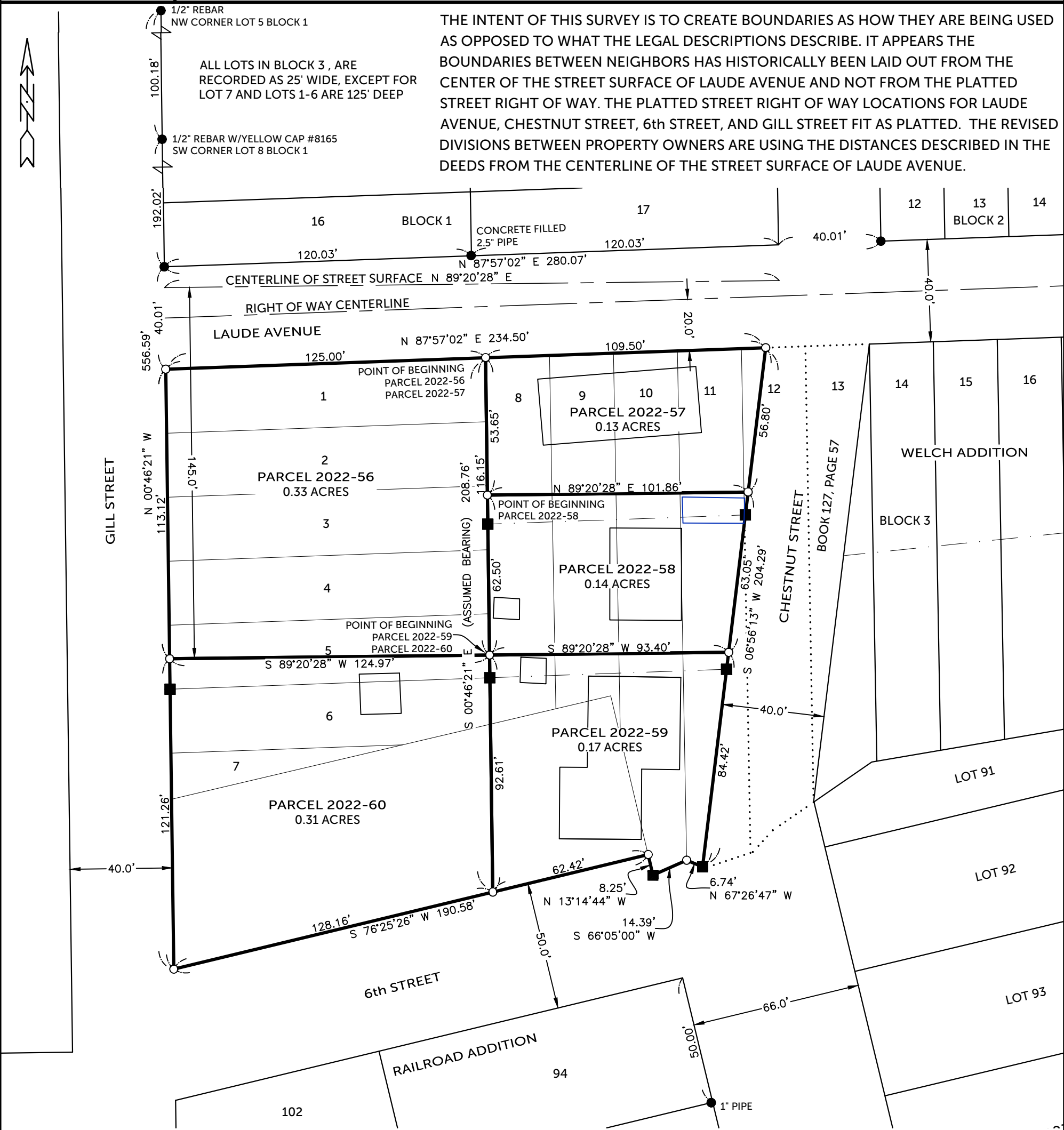
105 W. MAIN STREET, MANCHESTER, IA 52057

INFO@BURRINGTONGROUP.COM 563-927-2434

PLAT OF SURVEY

PARCEL 2022-56, PARCEL 2022-57, PARCEL 2022-58, PARCEL 2022-59 & PARCEL 2022-60

LOTS 1 THROUGH 12 WELCH ADDITION, BLOCK 3, AND AREA NORTH OF 6th STREET, EAST OF GILL STREET, CITY OF MONTICELLO, JONES COUNTY, IOWA



SURVEYED ON: AUG 17 & SEPT 1, 2022
SURVEY REQUESTED BY: MIKE HOLMES

Q:\Civil3D_Survey\Jones County\T86N_R3W Lovell\T86N R3W Lovell IaRCS 2022.dwg



SHEETS COVERED BY THIS SEAL: SHEET 1 - 3

PROPRIETORS: SEE LEGAL DESCRIPTIONS

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

RANDALL L. RATTENBORG P.L.S. LIC. #17939 DATE
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2023

BURRINGTON GROUP, INC.
Civil Engineering | Land Surveying
105 W. Main Street Manchester, Iowa 52057 burringtongroup.com

PROJECT NO. 22-082
SCALE: 1" = 40'
DATE: 9/14/2022
DRAWN BY: RLR
CHECKED BY: DDK
GPS BOX: T86N R3W
SHEET 1 OF 3

LEGEND

● FOUND MONUMENT AS DESCRIBED

○ FOUND 1.5" I.D. IRON PIPE (UNLESS NOTED)

○ SET 1/2" REBAR w/ ORANGE CAP PLS 17939

✕ SET CUT "X"

□ LEGAL/DEED LOCATION

— ORIGINAL LOT DIVISION LINE

- - - CENTER LINE

..... VACATED LOT LINE

— PARCEL BOUNDARY

— BOUNDARY ESTABLISHED

R RECORDED

40 0 40

SCALE: 1" = 40'

PROPRIETORS: MICHAEL R. HOLMES & SUSANNE K. HOLMES

LOTS 1, 2, 3, 4 and 5 in BLOCK 3, of WELCH'S ADDITION TO MONTICELLO, IOWA, according to the recorded plat thereof.

Now to be known as:

PARCEL 2022-56, Lots 1, 2, 3, 4 and part of Lot 5 of Block 3 of Welch Addition to the City of Monticello, Iowa, containing a total of 0.33 acres, subject to easements of record, and more particularly described by metes and bounds as follows;

BEGINNING at the Northeast Corner of Lot 1 of Block 3 of Welch Addition;

THENCE along the Easterly Line of Lots 1, 2, 3, 4, and 5 of Block 3 of said Welch Addition, South 00° 46' 21" East (assumed bearing), 116.15 feet, to a line 145 feet south of and parallel to the centerline of the street surface of Laude Avenue;

THENCE along said parallel line, South 89° 20'28" West, 124.97 feet to the Easterly Line of Gill Street;

THENCE along the Easterly Line of said Gill Street, North 00° 46' 21" West, 113.12 feet to the platted South Line of Laude Avenue;

THENCE along the platted South line of Laude Avenue, North 87° 57' 02" East, 125.00 feet to the POINT OF BEGINNING.

PROPRIETORS: MARK A. LABARGE and STEPHANIE LABARGE

The North 65 feet of Lots 8, 9 and 10; and the North 65 feet of that part of Lots 11 and 12 lying West of Chestnut Street as now established, all being in Block 3, Welch's Addition to Monticello, Iowa, according to the recorded plat thereof.

Now to be known as:

PARCEL 2022-57, Part of Lots 8, 9, 10, 11 and 12 of Block 3 of Welch Addition to the City of Monticello, Iowa, containing a total of 0.13 acres, subject to easements of record, and more particularly described by metes and bounds as follows;

BEGINNING at the Northwest Corner of Lot 8 of Block 3 of Welch Addition, being on the South Line of platted Laude Avenue;

THENCE along the Southerly Line of platted Laude Avenue, North 87° 57' 02" East, 109.50 feet, to the Westerly Line of Chestnut Street;

THENCE along the Westerly Line of said Chestnut Street, South 06° 56' 13" West, 56.80 feet, to a line south of and parallel to the centerline of the street surface of Laude Avenue;

THENCE along the said parallel line, South 89° 20' 28" West, 101.86 feet, to the Westerly Line of said Lot 8;

THENCE along the Westerly Line of said Lot 8, North 00° 46' 21" West (assumed bearing), 53.65 feet to the POINT OF BEGINNING;

PROPRIETORS: MICHAEL R. HOLMES and SUSANNE K. HOLMES

The SOUTH 60 Feet of the NORTH 125 Feet of LOTS 8, 9 and 10; AND The SOUTH 60 Feet of the NORTH 125 Feet of that part of LOTS 11 and 12 lying West of Chestnut Street as now established, ALL BEING IN BLOCK 3, WELCH ADDITION TO MONTICELLO, IOWA.

Now to be known as:

PARCEL 2022-58, Part of Lots 8, 9, 10, 11 and 12 of Block 3 of Welch Addition to the City of Monticello, Iowa, containing a total of 0.14 acres, subject to easements of record, and more particularly described by metes and bounds as follows;

COMMENCING at the Northwest Corner of Lot 8 of Block 3 of Welch Addition, being on the South Line of platted Laude Avenue;

THENCE along the Westerly Line of Lot 8, Block 3 of Welch Addition, South 00° 46' 21" East, 53.65 feet, to a line south of and parallel to the centerline of the street surface of Laude Avenue, the POINT OF BEGINNING;

THENCE along said parallel line, North 89° 20' 28" East, 101.86 feet to the Westerly Line of Chestnut Street;

THENCE along the Westerly Line of Chestnut Street, South 06° 56' 13" West, 63.05 feet, to a line 145 feet south of and parallel to the centerline of the street surface of Laude Avenue;

THENCE along said parallel line, South 89° 20' 28" West, 93.40 feet, to the Westerly Line of said Lot 8;

THENCE along the Westerly Line of said Lot 8, North 00° 46' 21" West, 62.50 feet to the POINT OF BEGINNING.

PROPREITORS: NORMAN PHLLIP KELCHEN & VIRGINIA KELCHEN

COMMENCING at the Northeast corner of Lot 6, Block 3, of Welch's Addition to Monticello, Iowa; thence due EAST, parallel with the North Line of said Lot 6 to the West Line of Chestnut Street; thence SOUTHWESTERLY along the West line of said Chestnut Street to the South Line of Lots 11 and 10; thence continuing SOUTHWESTERLY along the South line of Lot 96 of Railroad Addition, to a point directly South of the point of beginning; thence NORTH in a line parallel with the West end of said Lot 6 to point of beginning, SAID LANDS DESCRIBED BEING PARTLY IN WELCH'S ADDITION and PARTLY IN RAILROAD ADDITION, TO MONTICELLO, IOWA, according to the recorded plat thereof,

Now to be known as:

PARCEL 2022-59, Part of Lots 8, 9, 10, and 11 of Block 3 of Welch Addition to the City of Monticello, and an area north of 6th Street and East of Gill Street, City of Monticello, Jones County, Iowa, containing 0.17 acres, subject to easements of record, and more particularly described by metes and bounds as follows;

COMMENCING at the Northwest Corner of Lot 8 of Block 3 of Welch Addition, being on the South Line of platted Laude Avenue;

THENCE along the Westerly Line of Lot 8, Block 3 of Welch Addition, South 00° 46' 21" East (assumed bearing), 116.15 feet, to a line 145 feet south of and parallel to the centerline of the street surface of Laude Avenue, the POINT OF BEGINNING;

THENCE along said parallel line, North 89° 20' 28" East, 93.40 feet to the Westerly Line of Chestnut Street;

THENCE along the Westerly Line of Chestnut Street, South 06° 56' 13" West, 84.42 feet, to the Southerly Line of said Block 3, being the Northerly Line of 6th Street;

THENCE along the Southerly Line of said Block 3, being the Northerly Line of 6th Street, North 67° 26' 47" West, 6.74 feet;

THENCE continuing along the Southerly Line of said Block 3, being the Northerly Line of 6th Street, South 66° 05' 00" West, 14.39 feet

THENCE continuing along the Southerly Line of said Block 3, being the Northerly Line of 6th Street, North 13° 14' 44" West, 8.25 feet to the Northerly Line of 6th Street;

THENCE along the Northerly Line of 6th Street, South 76° 25' 26" West, 62.42 feet, to a southerly extension of the Westerly Line of said Lot 8;

THENCE along the southerly extension and the Westerly Line of said Lot 8, North 00° 46' 21" West, 92.61 feet to the POINT OF BEGINNING.

PROPRIETORS: THOMAS D. DARROW and LISA M. DARROW

LOTS 6 and 7 in BLOCK 3, of WELCH'S ADDITION TO MONTICELLO, IOWA, according to the recorded plat thereof;

ALSO, Commencing at the Southwest corner of Lot 7 above, thence Northeasterly along the South line of said Lots 7 and 6; thence directly South in a line parallel with the East line of said Lot 6 to the North line of Sixth Street; thence Southwesterly along the North line of Sixth Street to the East line of Gill Street; thence North to the point of beginning, being in Railroad Addition to Monticello, Iowa, according to the recorded plat thereof,

Now to be known as:

PARCEL 2022-60, Part of Lot 5, Lot 6, Lot 7 of Block 3 of Welch Addition to the City of Monticello, and an area north of 6th Street and East of Gill Street, City of Monticello, Jones County, Iowa, containing 0.31 acres, subject to easements of record, and more particularly described by metes and bounds as follows;

COMMENCING at the Northwest Corner of Lot 8 of Block 3 of Welch Addition, being on the South Line of platted Laude Avenue;

THENCE along the Westerly Line of Lot 8, Block 3 of Welch Addition, South 00° 46' 21" East (assumed bearing), 116.15 feet, to a line 145 feet south of and parallel to the centerline of the street surface of Laude Avenue, being on the Easterly Line of Lot 5, Block 3, the POINT OF BEGINNING;

THENCE along the Easterly Line of Lots 5, 6, of Block 3 and southerly extension thereof, South 00° 46' 21" East, 92.61 feet to the Northerly Line of 6th Street;

THENCE along the Northerly Line of 6th Street, South 76° 25' 26" West, 128.16 feet, to the Easterly Line of Gill Street;

THENCE along the Easterly Line of Gill Street, North 00° 46' 21" West, 121.26 feet, to a line 145 feet south of and parallel to the centerline of the street surface of Laude Avenue;

THENCE along said parallel line, North 89° 20' 28" East, 124.97 feet to the POINT OF BEGINNING.

City Council Meeting
Prep. Date: 11/17/2022
Preparer: Russell Farnum



Agenda Item: # 6
Agenda Date: 11/21/2022

Communication Page

Agenda Items Description: Wheels of Progress Plat

Type of Action Requested: Resolution

Attachments & Enclosures:

Proposed Plat

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: Wheels of Progress LLC has purchased the former Nutrien/CPS property on South Main (Business 151) and has proposed a 4-lot subdivision.

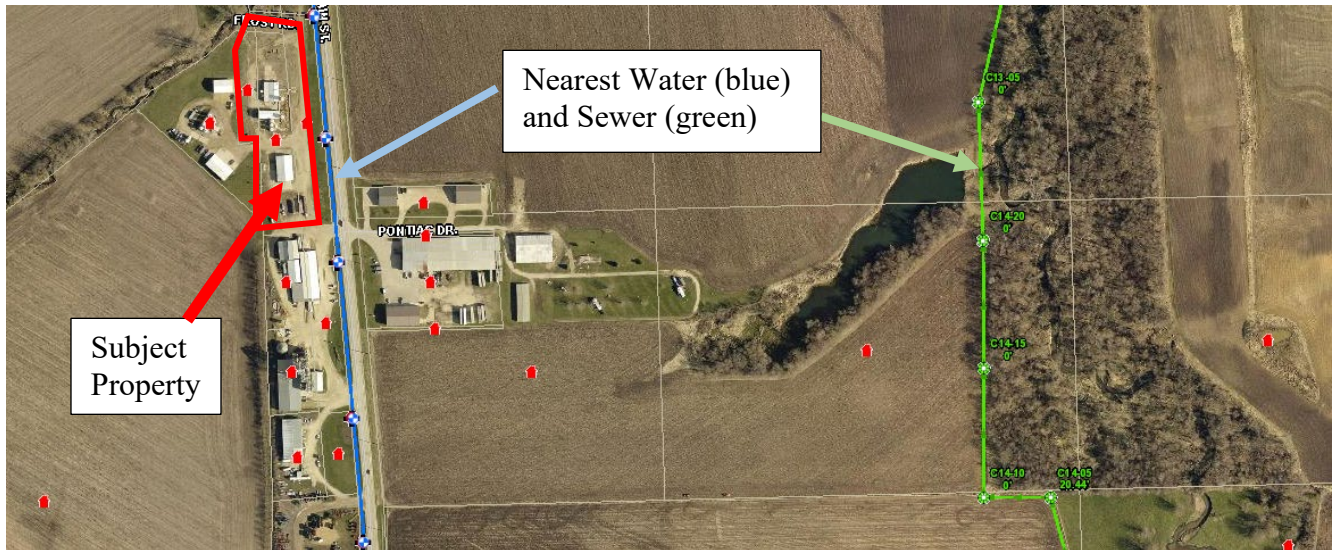
Background: The subject property, at 1326 South Main Street, consists of three long, narrow parcels. The property contains three buildings, which have no relationship to the parcels. There is an unused private road right-of-way at the north end of the property, "Frost Road". The property is not in the City Limits, but is adjacent to the City and could be annexed.

Because the property is unincorporated, it is currently in the County jurisdiction, but the City has the right to review any subdivisions within 2 miles of its corporate boundary.

The main building on the property is served by a private well. It is unknown if the owner intends to provide a well sharing agreement to use this single well to serve the new lots, or if each of the new lots will have to provide its own well. There is a 12" City water main along South Main Street adjacent to this property, which could be used to connect to City water to serve the new lots and proposed development.

There does not appear to be a septic system, nor any type of sewage disposal, on the site. City sewer is ½ mile east of the property, parallel to and near "Kitty Creek". It would cost approximately \$300,000 to bring gravity sewer to the subject property, assuming off-site easements could be negotiated at little or no cost. The expense of bringing public sewer to the proposed subdivision may not be feasible for this scale of development, compared to the cost of private on-site sewage systems (whether septic tanks or some sort of active treatment system). However, the City may consider some financial participation if an arrangement could be worked out with the intervening property owner (Roger Stephens).

A map of the property, water and sewer mains, and the vicinity is below:



Because the City is not in a position to service this property with sewer at this time, the City Administrator is not recommending that the City require annexation.

The proposed plat does not include any sort of on-site storm water retention or control facility. The proposed plat incorporates some utility and access easements, but it is recommended to add a 10 foot utility easements between lots 1 and 2, and also between Lot 3 and Outlot A. The owner reported at the Planning and Zoning meeting that Triangle Feeds has a contract to purchase Lot 3 and Outlot A for their use.

The proposed new 30-foot wide access and utility easement is adjacent to the South Main Street right-of-way. However, the existing access road on the property varies between 30 feet and over 50 feet back from the right-of-way, which would place the existing road outside of the access easement. There are no details for plans to construct a new access roadway.

There is also a new access easement between Lots 2 and 3 to serve Benter Petroleum, and a new ag access easement at the south end of Outlot A, to serve the farm field to the west. At this time these easements don't exist, so this plat would correct that problem for the future.

The Comprehensive Plan calls for this area to be commercial/industrial and this proposal seems to comply with that designation.

Recommendation: Overall the plat meets the intent of the Comp Plan and the proposed uses for this area. The plat itself needs a few easements added but is acceptable if amended. The Planning and Zoning Commission recommended approval by a vote of 4-0.

The City of Monticello, Iowa

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

RESOLUTION #

Approving Preliminary and Final Plat of Wheels of Progress Subdivision

WHEREAS, The Preliminary and Final Plat of Wheels of Progress Subdivision has been presented to the City Council for approval, same being located within the two-mile jurisdiction of the City limits of the City of Monticello, and

WHEREAS, The City Planning and Zoning Board has reviewed the Preliminary and Final Plat and recommends that it be approved, subject to condition as stated below is met, and

WHEREAS, The City Council has reviewed the Preliminary and Final Plat and finds that it should be approved, subject to the condition, as recommended by the Planning and Zoning Board, and,

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Preliminary and Final Plat of Wheels of Progress Subdivision, subject to the following condition:

1. That add 10-foot utility easements between lots 1 and 2, and also between Lot 3 and Outlot A, be added to Plat.

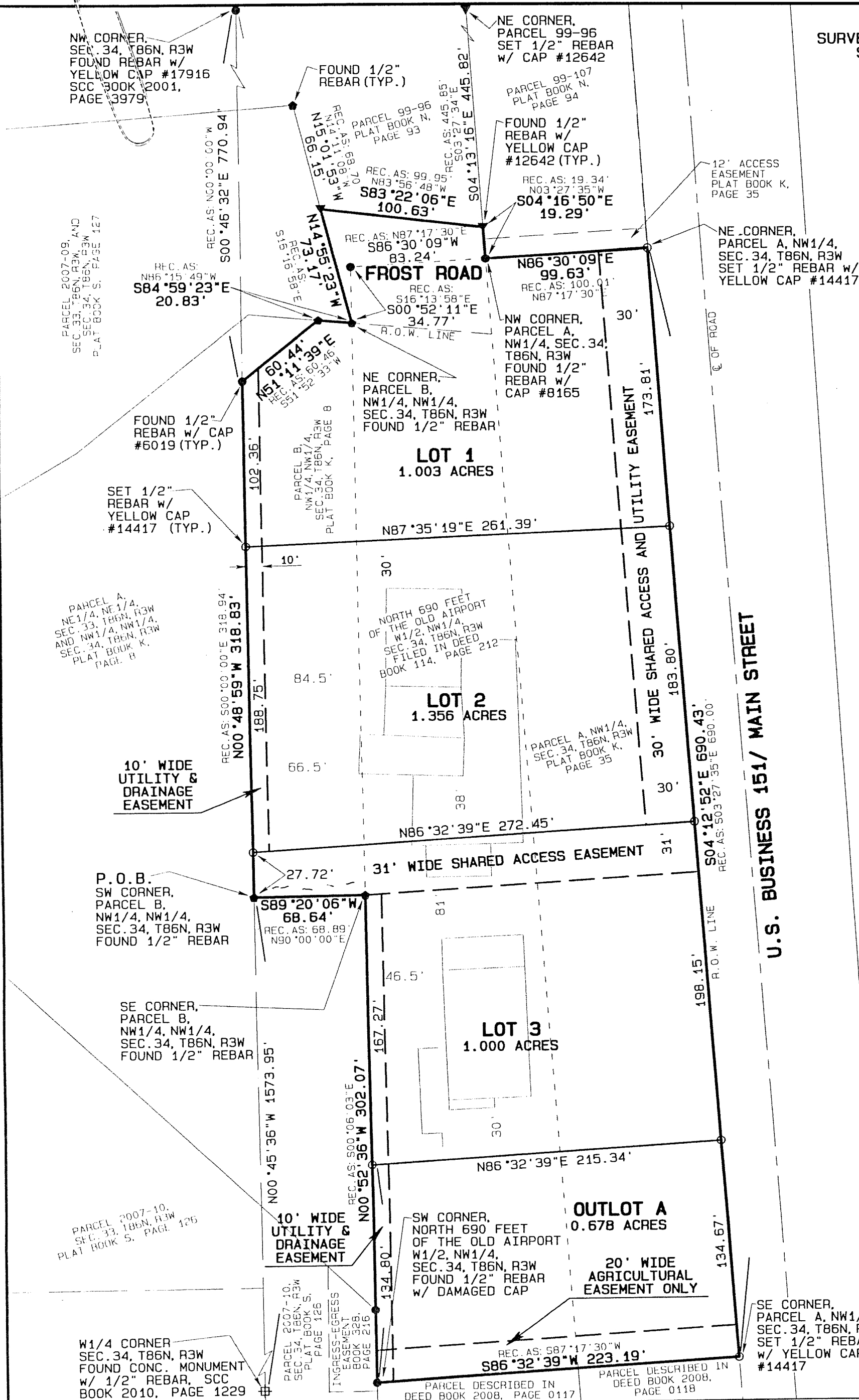
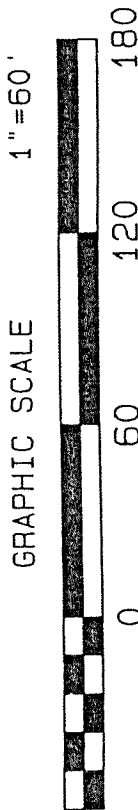
IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto.
Done this 21st day of November, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

SURVEY DESCRIPTION:
SEE SHEET 1



FINAL PLAT
WHEELS OF PROGRESS SUBDIVISION IN THE WEST HALF OF
THE NORTHWEST QUARTER IN SECTION 34, TOWNSHIP 86 NORTH,
RANGE 3 WEST OF THE 5th P.M., JONES COUNTY, IOWA
PARCEL A AND PARCEL B IN THE NORTHWEST QUARTER; AND THE NORTH
690 FEET OF THE OLD AIRPORT IN THE WEST HALF OF THE NORTHWEST
QUARTER; ALL IN SECTION 34, TOWNSHIP 86 NORTH, RANGE 3 WEST OF
THE 5th P.M., JONES COUNTY, IOWA AND FROST ROAD AS ILLUSTRATED
ON THE FINAL PLAT OF CARRINGTON ADDITION TO JONES COUNTY, IOWA.

SCHNEIDER
Land Surveying
&
Planning, Inc.
P.O. Box 128
Farley, Iowa 52046
Ph# 563-744-3631
daves@yousq.net
Project: 2706FP
Survey Date: 6/20/2022
Sheet: 2 of 2

RECORDER'S INDEX

LOCATION: PARCEL A AND PARCEL B IN THE NORTHWEST QUARTER; AND THE NORTH 690 FEET OF THE OLD AIRPORT IN THE WEST HALF OF THE NORTHWEST QUARTER; ALL IN SECTION 34, TOWNSHIP 86 NORTH, RANGE 3 WEST OF THE 5th P.M., JONES COUNTY, IOWA AND FROST ROAD AS ILLUSTRATED ON THE FINAL PLAT OF CARRINGTON ADDITION TO JONES COUNTY, IOWA

REQUESTOR: STEVE INTLEKOFER

PROPRIETOR: WHEELS OF PROGRESS, LLC

SURVEYOR: DAVID P. SCHNEIDER

SURVEYOR COMPANY: SCHNEIDER LAND SURVEYING AND PLANNING, INC.

RETURN TO: DAVID P. SCHNEIDER
P.O. BOX 128 FARLEY, IOWA
Ph#563-744-3631 daves@yousq.net

PRELIMINARY PLAT

WHEELS OF PROGRESS SUBDIVISION IN THE WEST HALF OF THE NORTHWEST QUARTER IN SECTION 34, TOWNSHIP 86 NORTH, RANGE 3 WEST OF THE 5th P.M., JONES COUNTY, IOWA

PARCEL A AND PARCEL B IN THE NORTHWEST QUARTER; AND THE NORTH 690 FEET OF THE OLD AIRPORT IN THE WEST HALF OF THE NORTHWEST QUARTER; ALL IN SECTION 34, TOWNSHIP 86 NORTH, RANGE 3 WEST OF THE 5th P.M., JONES COUNTY, IOWA AND FROST ROAD AS ILLUSTRATED ON THE FINAL PLAT OF CARRINGTON ADDITION TO JONES COUNTY, IOWA.

SURVEY DESCRIPTION - WHEELS OF PROGRESS SUBDIVISION IN THE WEST HALF OF THE NORTHWEST QUARTER IN SECTION 34, TOWNSHIP 86 NORTH, RANGE 3 WEST OF THE 5th P.M., JONES COUNTY, IOWA:

PARCEL A AND PARCEL B IN THE NORTHWEST QUARTER; AND THE NORTH 690 FEET OF THE OLD AIRPORT IN THE WEST HALF OF THE NORTHWEST QUARTER; ALL IN SECTION 34, TOWNSHIP 86 NORTH, RANGE 3 WEST OF THE 5th P.M., JONES COUNTY, IOWA AND FROST ROAD AS ILLUSTRATED ON THE FINAL PLAT OF CARRINGTON ADDITION TO JONES COUNTY, IOWA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 34; THENCE N00°45'36"W, 1573.95 ALONG THE WEST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 34 TO THE SOUTHWEST CORNER OF PARCEL B IN THE NORTHWEST QUARTER OF SAID SECTION 34 AS ILLUSTRATED ON A PLAT OF SURVEY FILED IN PLAT BOOK K, PAGE 8 IN THE OFFICE OF THE RECORDER OF JONES COUNTY, IOWA, AND THE POINT OF BEGINNING; THENCE N00°48'59"W, 318.83 FEET TO THE NORTHWEST CORNER OF SAID PARCEL B; THENCE N51°11'39"E, 60.44 FEET TO THE NORTHEAST CORNER OF PARCEL A IN THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 86 NORTH, RANGE 3 WEST OF THE 5th P.M., JONES COUNTY, IOWA, AND THE NORTHWEST QUARTER OF SAID SECTION 34 AS ILLUSTRATED ON A PLAT OF SURVEY FILED IN PLAT BOOK K, PAGE 8; THENCE S84°59'23"E, 20.83 FEET TO THE NORTHEAST CORNER OF SAID PARCEL B AND THE SOUTHWEST CORNER OF FROST ROAD AS ILLUSTRATED ON THE FINAL PLAT OF CARRINGTON ADDITION TO JONES COUNTY, IOWA; THENCE N14°55'23"W, 73.17 FEET TO THE NORTHWEST CORNER OF SAID FROST ROAD; THENCE S83°22'06"E, 100.63 FEET TO THE NORTHEAST CORNER OF SAID FROST ROAD; THENCE S04°16'50"E, 19.29 FEET ALONG THE EAST LINE OF SAID FROST ROAD TO THE NORTHWEST CORNER OF PARCEL A IN THE NORTHWEST QUARTER OF SAID SECTION 34 AS ILLUSTRATED ON A PLAT OF SURVEY FILED MARCH 10, 1993 IN PLAT BOOK K, PAGE 35 IN THE OFFICE OF THE RECORDER OF JONES COUNTY, IOWA; THENCE N86°30'09"E, 99.63 FEET TO THE NORTHEAST CORNER OF SAID PARCEL A IN THE NORTHWEST QUARTER OF SAID SECTION 34 AND THE WEST RIGHT OF WAY LINE OF MAIN STREET; THENCE S04°12'52"E, 690.43 FEET ALONG SAID WEST RIGHT OF WAY LINE TO THE SOUTHEAST CORNER OF SAID PARCEL A IN THE NORTHWEST QUARTER OF SAID SECTION 34; THENCE S86°32'39"W, 223.19 FEET ALONG THE SOUTH LINE OF SAID PARCEL A IN THE NORTHWEST QUARTER OF SAID SECTION 34 TO A POINT KNOWN AS THE SOUTHWEST CORNER OF THE NORTH 690 FEET OF THE OLD AIRPORT IN THE WEST HALF OF THE NORTHWEST QUARTER OF SAID SECTION 34; THENCE N00°52'36"W, 302.07 FEET ALONG THE WEST LINE OF THE NORTH 690 FEET OF THE OLD AIRPORT IN THE WEST HALF OF THE NORTHWEST QUARTER OF SAID SECTION 34 TO THE SOUTHEAST CORNER OF PARCEL B IN THE NORTHWEST QUARTER OF SAID SECTION 34 AS ILLUSTRATED ON A PLAT OF SURVEY FILED IN PLAT BOOK K, PAGE 8 IN THE OFFICE OF THE RECORDER OF JONES COUNTY, IOWA; THENCE S89°20'06"W, 68.64 FEET ALONG THE SOUTH LINE OF SAID PARCEL B TO THE TO THE POINT OF BEGINNING, CONTAINING 3.821 ACRES.

OWNER

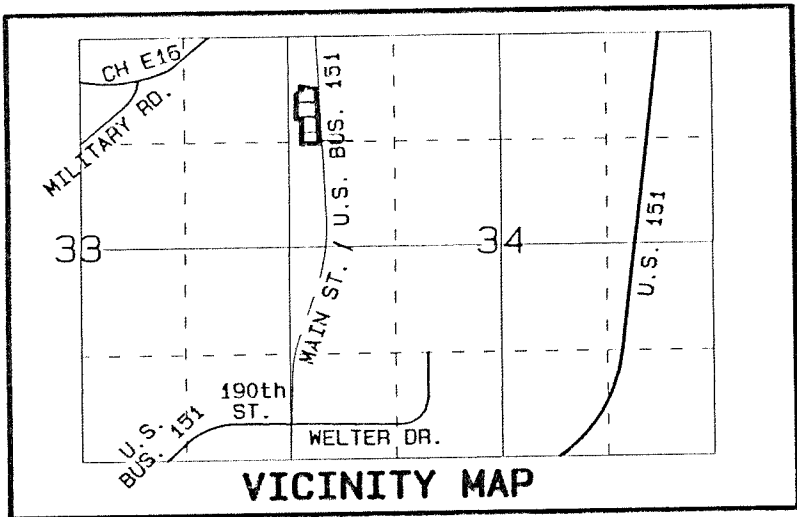
STEVE INTLEKOFER

WHEELS OF PROGRESS, LLC

121 E. GRAND STREET,

MONTICELLO, IOWA 52310

PHONE 319-465-5555

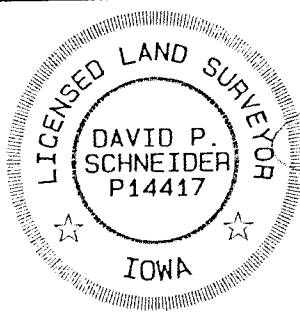


TOTAL AREA

3.821 ACRES

PLAT OF SURVEY:

SEE SHEET 2



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

David P. Schneider P.L.S. P14417 /Date: 11/9/2022

My license renewal date is December 31, 2023.

Pages or sheets covered by this seal: SHEET 1 & 2

SCHNEIDER

Land Surveying & Planning, Inc.

P.O. Box 128

Farley, Iowa 52046

Ph# 563-744-3631

daves@yousq.net

Project: 2706PP

Survey Date: 11/1/2022

Sheet: 1 of 2

City Council Meeting
Prep. Date: 11/17/2022
Preparer: Russell Farnum



Agenda Item: # 7
Agenda Date: 11/21/2022

Communication Page

Agenda Items Description: Accepting ownership of BR3 Property

Type of Action Requested:

Attachments & Enclosures:

Plat

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: When BR3 redeveloped the old “Energy” building into the new Dollar Fresh store, the Development Agreement required the dedication of the large wooded area to the City for park land.

BR3 is now ready to make that land transfer. The City Council needs to take action to accept the property. The property is Lot 3 of BR3 Subdivision. The plat is attached for reference.

Recommendation: Approval is recommended.

The City of Monticello, Iowa

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

RESOLUTION

**Approving and directing City Administrator to accept ownership
of the Parcel ID 0222379010, by the acceptance of a Quit Claim Deed
from BR3 Development LLC, and directing the City Clerk
to see to the recordation of said Deed with the Jones County Recorder**

WHEREAS, The City of Monticello has been asked to accept ownership of the Parcel ID 0222379010, which is Lot 3 of the BR3 Subdivision from BR3 Development LLC, and

WHEREAS, BR3 Development constructed a grocery store on Lot 1 of the BR3 Subdivision and has recently said Lot 1, and

WHEREAS, BR3 Development LLC's Development Agreement with City of Monticello, dated March 1, 2021, required the dedication of the large wooded area to the City for park land, and no longer need this lot, and

WHEREAS, The City Council directs City Administrator to work with BR3 Development LLC and accept the receipt of the Quit Claim Deed for consideration of One Dollar (\$1.00) and other valuable consideration, and that BR3 Development LLC conveys to the City of Monticello, Iowa, the following described real estate in Jones County, Iowa:

Lot 3, of BR3 Subdivision, T86N, R3W of the Fifth P.M., in the City of Monticello,
Jones County, Iowa

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Monticello, Iowa does hereby authorize City Administrator to accept a Quit Claim Deed from BR3 Development LLC for the property, as stated above, and directs the City Clerk to see to the recordation of said deed with the Jones County Recorder.

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 21st day of November, 2022.

David Goedken, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

COUNTY: JONES
SECTION 22, T 86 N, R 3 W SECTION 27, T86N, R3W
ALIQUOT PART: SE 1/4 - SW 1/4 - SEC. 22
NE 1/4 - NW 1/4 - SEC. 27
CITY: MONTICELLO
SURVEY: BR3 SUBDIVISION
BLOCK: LOTS: 1 - 3
PROPRIETOR: BR3 DELOPMENT LLC
REQUESTED BY: BRIAN RIDGE
SURVEYOR: RANDALL L. RATTENBORG
COMPANY: BURRINGTON, GROUP, INC. 105 W. MAIN STREET, MANCHESTER, IA 52057 INFO@BURRINGTONGROUP.COM 563-927-2434

BR3 SUBDIVISION - FINAL PLAT

A SUBDIVISION CONSISTING OF LOT 41, 43, 45, 47, 48, 49, 50, 51, PART OF VACATED SECOND STREET, PART OF VACATED LOCUST STREET, VACATED ALLEY BETWEEN LOTS 43 & 45 IN THE ORIGINAL TOWN OF MONTICELLO, LOT 150 AND PART OF LOT 149 OF IRREGULAR PLAT OF MONTICELLO, LOT 1 OF ENERGY COMPANY PLACE, AND PART OF FIRST STREET
SECTIONS 22 & 27, T86N, R3W OF THE FIFTH P.M., CITY OF MONTICELLO, JONES COUNTY, IOWA

LEGAL DESCRIPTION:

BR3 SUBDIVISION: A subdivision consisting of Lot 41, 43, 45, 47, 48, 49, 50, 51, part of vacated Second Street, part of vacated Locust Street, and vacated alley between Lots 43 and 45 in the Original Town of Monticello, Lot 150 and part of Lot 149 of the Irregular Plat of Monticello, Lot 1 of Energy Company Place, and part of First Street in Sections 22 and 27, T86N, R3W of the Fifth Principal Meridian, City of Monticello, Jones County, Iowa, containing 17.67 acres total, subject to easements of record, and more particularly described by metes and bounds as follows;

BEGINNING at the South Quarter Corner of Section 22, T86N, R3W of the Fifth Principal Meridian, Jones County, Iowa, being on the North Line of First Street and being the Southeast Corner of Lot 149 of the Irregular Plat of Monticello;

THENCE along the north line of First Street being the South Line of said Lot 149, South 88° 04’ 44” West, 536.00 feet, to the South Line of Lot 1 of Energy Company Place;

THENCE continuing along the northerly line of First Street and South Line of Lot 1 of Energy Company Place, South 77° 06’ 01” West, 261.40 feet;

THENCE continuing along the northerly line of First Street and South Line of Lot 1 of Energy Company Place, North 76° 55’ 22” West, 5.70 feet;

THENCE South 13° 04’ 38” West, 1.31 feet;

THENCE North 76° 42’ 10” West, 341.19 feet, to the southwest corner of Lot 1 of Energy Company Place, being on the Easterly Line of Main Street;

THENCE along the westerly line Lot 1 of Energy Company Place, being on the Easterly Line of Main Street, North 13° 11’ 32” East, 171.50 feet;

THENCE continuing along the easterly line of Main Street, North 13° 10’ 52” East, 201.50 feet, to the centerline of vacated 2nd Street;

THENCE along the centerline of vacated 2nd Street, South 76° 48’ 28” East, 160.00 feet, to a southerly extension of the easterly line of Lots 40, 42, 44 and 46 of the Original Town of Monticello;

THENCE along said southerly extension and the Easterly Line of Lots 40, 42, 44 and 46 of the Original Town of Monticello, North 13° 11’ 32” East, 373.00 feet, to the southeast corner of Lot 155 of the Irregular Plat of Monticello;

THENCE along the Easterly Line of said Lot 155, North 07° 19’ 32” East, 96.08 feet, to the Northerly Line of Lot 150 of the Irregular Plat of Monticello;

THENCE along the Northerly Line of Lot 150 of the Irregular Plat of Monticello, North 88° 44’ 40” East, 763.53 feet, to the Easterly Line of said Lot 150;

THENCE along the Easterly Line of said Lot 150 and of said Lot 149, South 01° 55’ 16” East, 804.48 feet, to the **POINT OF BEGINNING**;

The Easterly Line of Lot 150 of the Irregular Plat of Monticello in the SE 1/4 of the SW 1/4 of Section 22, T86N, R3W of the Fifth Principal Meridian, Jones County, Iowa is assumed to bear South 01° 55’ 16” East.

SURVEYED ON:
SURVEY REQUESTED BY: BRIAN RIDGE

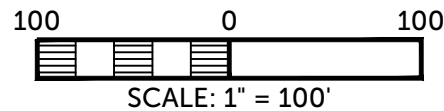
Q:\Civil3D_Projects\Monticello\20-179\20-179_Subdivision Plat.dwg

	PROPRIETORS: BR3 DELOPMENT LLC	
	I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA. DRAFT	PROJECT NO. 20-179
		SCALE: 1" = 100'
	RANDALL L. RATTENBORG P.L.S. LIC. #17939 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2023	DATE: 3-16-2022
		DRAWN BY: DM/RLR
	 BURRINGTON GROUP, INC. Civil Engineering Land Surveying 105 W. Main Street Manchester, Iowa 52057 burringtongroup.com	CHECKED BY: RLR/DDK
GPS BOX: MONTICELLO		
SHEET 1 OF		

SHEETS COVERED BY THIS SEAL: SHEET 1 & 2

BR3 SUBDIVISION - FINAL PLAT

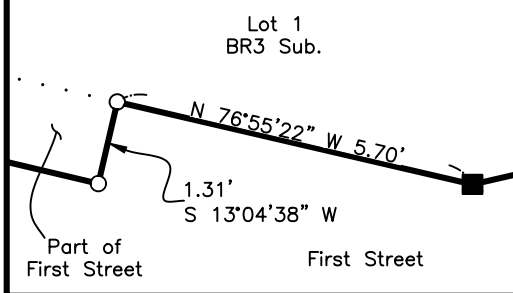
A SUBDIVISION CONSISTING OF LOT 41, 43, 45, 47, 48, 49, 50, 51, PART OF VACATED SECOND STREET, PART OF VACATED LOCUST STREET, VACATED ALLEY BETWEEN LOTS 43 & 45 IN THE ORIGINAL TOWN OF MONTICELLO, LOT 150 AND PART OF LOT 149 OF IRREGULAR PLAT OF MONTICELLO, LOT 1 OF ENERGY COMPANY PLACE, AND PART OF FIRST STREET SECTIONS 22 & 27, T86N, R3W OF THE FIFTH P.M., CITY OF MONTICELLO, JONES COUNTY, IOWA



LEGEND

- ▲ SECTION CORNER
- FOUND 1/2" REBAR w/ YELLOW CAP PLS 12642
- ⊗ FOUND CUT "X"
- SET 1/2" REBAR w/ ORANGE CAP PLS 17939
- ⊗ SET CUT "X"
- ⊠ CALCULATED POSITION
- SECTION LINE
- QUARTER LINE
- ... LOT LINE - FORMER
- CENTER LINE
- EASEMENT OR ROW LINE
- LOT LINE
- BOUNDARY ESTABLISHED RECORDED

Detail: 1" = 3'



BURRINGTON GROUP, INC.

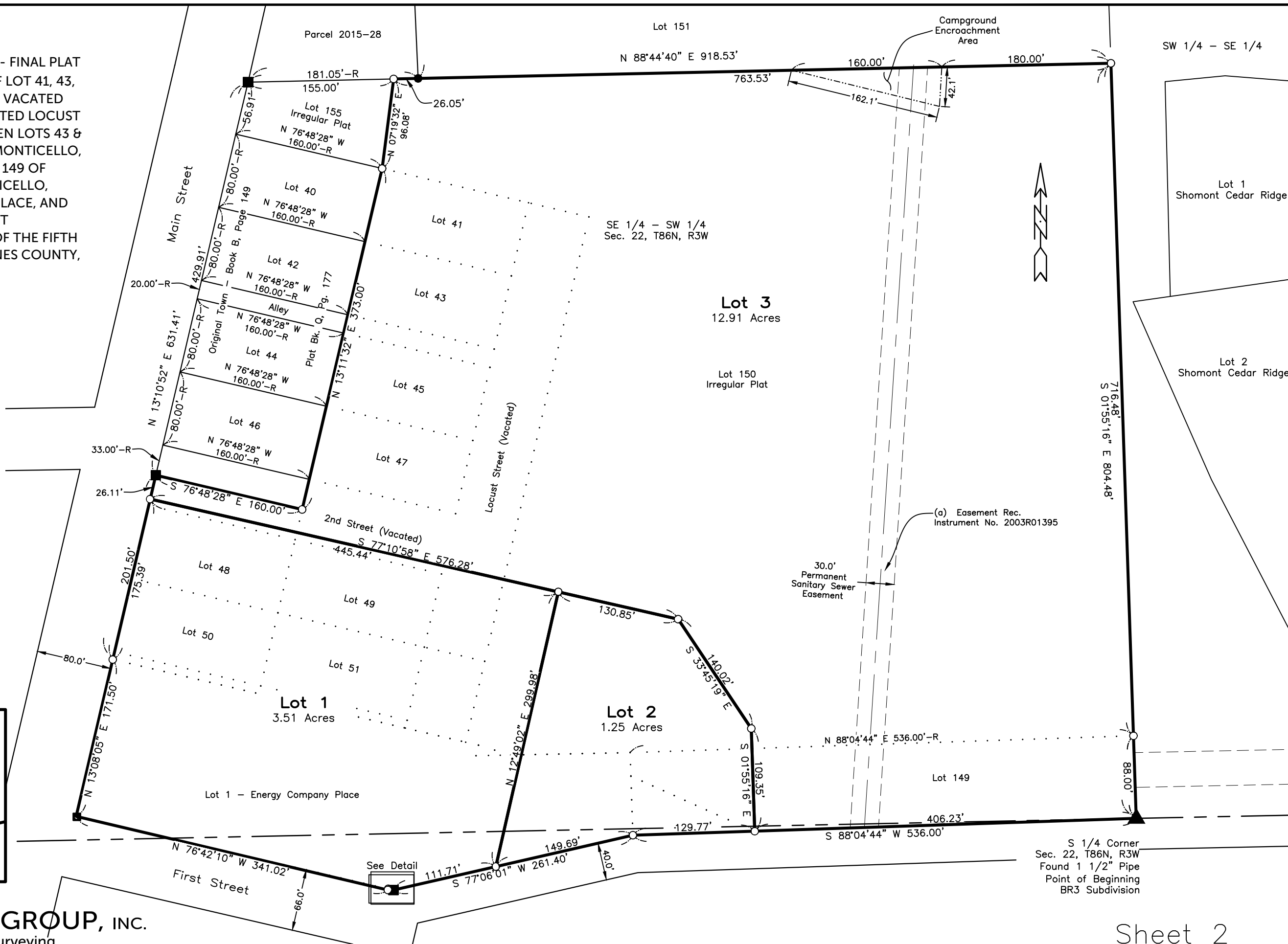
Civil Engineering | Land Surveying

105 W. Main Street Manchester, Iowa 52057

Phone 563-927-2434

burringtongroup.com

Sheet 2



OWNER'S ACKNOWLEDGMENT

I Brian Ridge of BR3 Development LLC of Delaware County, State of Iowa, do hereby certify that the above survey, as shown by the attached Plat, is made with our free consent, and in accordance with our desire.

Brian Ridge

State of Iowa)
)
County of _____) Ss:

On this _____ day of _____, 2022, before me, a Notary Public in and for said County, personally appeared Brian Ridge, to me personally known, who being by me duly sworn or affirmed, did say that that person is President of BR3 Development LLC and that said instrument was signed on behalf of said BR3 Development LLC by authority of its managers and Brian Ridge, President of BR3 Development LLC acknowledged the execution of said instrument to be the voluntary act and deed of BR3 Development LLC by it voluntarily executed.

Notary Public in and for said County

CERTIFICATE OF TREASURER

I, the undersigned, Amy Picray, Treasurer of Jones County, Iowa, do hereby certify that all taxes and special assessments against **BR3 SUBDIVISION**, Jones County, Iowa, have been paid and said real estate is free and clear of all taxes as of this date.

<hr/>	<hr/>
Amy Picray, County Treasurer	Date

APPROVAL OF AUDITOR

I, Whitney Hein, Auditor of Jones County, Iowa, pursuant to Iowa Code Sections 354.6(2) and 354.11(6), have reviewed and do hereby approve of the subdivision name or title of **BR3 SUBDIVISION**, a subdivision in Jones County, Iowa.

<hr/>
Whitney Hein, Jones County Auditor

MORTGAGE HOLDERS ACKNOWLEDGMENT

The _____, State of Iowa, does hereby certify that the above survey, as shown by the attached Plat, is made with our free consent and in accordance with our desire as mortgage holder of a portion of the premises described herein.

By: _____, _____

By: _____, _____

State of _____)

)

County of _____) Ss:

On this _____ day of _____, _____, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and _____ to me personally known, who being duly sworn, did say that they are the _____ and _____ respectively, of the _____ executing the within and foregoing instrument to which this is attached, that (no seal has been procured by the) (the seal affixed hereto is the seal of the) _____; that said instrument was signed (and sealed) on behalf of the _____ by authority of its Board of Directors; and that _____ and _____ as officers acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the _____, by it and by them voluntarily executed.

Notary Public in and for said County

ATTORNEY'S OPINION

I, _____, a practicing attorney at law in _____,
_____ County, Iowa, have examined the abstract of title to the land
included in **BR3 SUBDIVISION**, Jones County, Iowa, on premises more specifically described in
the Surveyor's Certificate of Randall L. Rattenborg, dated _____.

Said abstract has been prepared in its entirety by the Jones County Abstract Company, Inc.,
and was last certified to by said company on the ____th day of _____, at the
hour of _____ o'clock A.M.

My examination of said abstract shows good and merchantable title on the date and hour of the
certification to be in BR3 Development LLC.

Dated at _____, _____ County, Iowa, in said County, this
_____th day of _____.

_____ Attorney at Law	_____ Date
--------------------------	---------------

City Council Meeting
Prep. Date: 11/17/2022
Preparer: Russell Farnum



Agenda Item: # 8
Agenda Date: 11/21/2022

Communication Page

Agenda Items Description: Bid for Blinds for Community Center

Type of Action Requested:

Attachments & Enclosures:

Bid

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: The City Administrator asked Monticello Interiors to provide bids on placing new blinds in the Community Center. This is one of the improvements outlined in the Community Center improvement plan that was done by the Community Center Committee.

The blinds include all windows in both levels of the Community Center, as one full blind in the City Administrator office (where a half-blind is currently located), except for two storage rooms that remain locked most of the time. The blinds for the bathrooms and kitchen would be a more sanitary fabric to allow for cleaning on a more regular basis.

The total bid is \$16,059.48, (which is shown with sales tax for a total of \$17,129.39, but we would have that tax removed).

Recommendation: Council approval is recommended in the amount of \$16,059.48. Council input on colors and finishes is welcome, if you so choose.

MONTICELLO CARPET & INTERIORS

Monticello Ia
Ph. 319-465-3133

Erin Digmann
Cabinet Designer/Consultant
endigmann@cascade-mfg-co.com

CUSTOMER: City Hall	ESTIMATE: Shades	
Address	TODAY'S DATE	
	QUOTE DATE	
	DESIGNER	Allie/Erin

Room	MATERIAL/DESCRIPTION	QUANTITY	UNIT PRICE	Total
Theatre	RS Whittaker Orion BO	9	\$958.62	\$8,627.58
	Double Window	2	\$807.61	\$1,615.82
	Remote	1	\$116.85	\$116.85
Coat Room	RS Whittaker Orion BO	2	\$282.82	\$565.63
		2	\$346.73	\$693.45
Stairs	RS Whittaker Orion BO	1	\$346.72	\$346.72
		1	\$328.60	\$328.60
Bathrooms	EnviroINFUSION Brownstone	5	\$325.74	\$1,628.69
Kitchen	EnviroINFUSION Brownstone	3	\$344.34	\$1,033.02
Office	Pleated Grasscloth Saddle	1	\$328.12	\$328.12
	Install		\$550.00	\$550.00
	Shipping		\$225.00	\$225.00
			Subtotal	\$16,059.48
			Tax	\$1,069.91
			Total	\$17,129.39

Note: This estimate may be withdrawn by Cascade Lumber if not accepted within 30 days.

20% DEPOSIT IS DUE BEFORE ORDER CAN BE PLACED. BALANCE DUE UPON COMPLETION OF JOB.

NO RETURNS ON SPECIAL ORDER MATERIAL!

BY SIGNING BELOW I AGREE TO THESE TERMS.

NO OTHER DISCOUNTS MAY BE APPLIED TO THIS QUOTE.

Customer's signature:	Date:
-----------------------	-------

City Council Meeting
Prep. Date: November 16,2022
Preparer: Nick Kahler



Agenda Item: 9
Agenda Date: November 21,2022

Communication Page

Agenda Items Description: Building Permit for a fence

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: Owner was not able to get one neighbors signature

Background Information: The owner of 100 West 7th St. would like to erect a fence. He was able to get the neighbor to the West to sign his permit but was unable to get the neighbor to the North's signature. Per the language of the signature page on the building permit it needs to come to council for a decision.

Staff Recommendation: I recommend the council asks the property owner to get a property survey to identify where property lines are prior to the allowance of fence to be erected.

0221277011

0221280008

0221277012

0221277013

0221277014

0221280020

0221280019

1A 38 CEDAR ST.

City Council Meeting
Prep. Date: 11/17/2022
Preparer: Sally Hinrichsen



Agenda Item: # 10-17
Agenda Date: 11/21/2022

Communication Page

Agenda Items Description: Reports

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Reports / Potential Actions:

- 10. City Engineer
- 11. Mayor
- 12. City Administrator
- 13. City Clerk
- 14. Public Works Director
- 15. Police Chief
- 16. Water/Wastewater Superintendent
- 17. Park and Recreation Director

City Council Meeting
Prep. Date: 11/17/2022
Preparer: Russell Farnum



Agenda Item: # 18
Agenda Date: 11/21/2022

Communication Page

Agenda Items Description: Continued work session, 6th Street Ditch

Type of Action Requested: Discussion and Direction

Attachments & Enclosures:

None

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Background: The City Administrator, City Attorney, and City Engineer have reviewed the previous discussion on the approach for the 6th Street Ditch improvements from the October 24 Council work session.

The following information is provided for continued discussion and direction by the Council:

City Project: While the adjacent property owners do have a benefit from having the ditch on their property, there is also a liability of having to maintain it. In addition, the ditch drains a much larger watershed area than just a few blocks of these impacted homeowners. Therefore, the City should play the lead agency in rehabbing this ditch, due to the Corps of Engineers permitting requirements and the overall vision of the project becoming an improvement to the area, rather than a series of piecemeal improvements.

Funding: While the City has a USDA funding package approved for this project, it is not the best solution. Council direction on funding through a GO Bond planned for FY 23/24 is recommended.

Scope of the Project: The 2017 Ditch Rehab Plans (engineering) focused on the section of the ditch between Chestnut Street, and extending east across Cedar Street then north to 6th Street. Council action to limit the project to this geographic area, at this time, is recommended. It is recognized that the section of ditch west of this area, to Jacobs Park, also will need rehab in the near future.

Cost Estimates: In reviewing with the City Engineer, the cost estimate for the construction portion of the ditch rehab project is still in the \$700,000 range. This does not include updated engineering, construction inspections, permitting, or Corps of Engineers impact payments. The updated engineering will depend on what site conditions have changed, potential permitting changes with new regulations and what services are needed for easements. The additions to update the permitting and Corps of

Engineers review could add over \$150,000 to the construction price - but are unknown until design and permitting are completed.

Special Assessment: Council had asked for a review of the “scale” of what a special assessment would be for this project. Since the small portion of structural work benefits single property owners, and most of the project is grading and re-seeding, it is difficult to attribute a special assessment without spending a lot of time on individual properties. However, using the Sycamore Street improvement percentages as a guide, approximately 10% of the overall costs were assessed to the homeowners.

For the 6th Street Ditch project, the project length is 870 lineal feet, with two banks (one bank on each side of the ditch) totaling 1740 lineal feet of bank. Ten percent of \$700,000 is \$70,000, divided by 1740 feet, is \$40.23 per lineal foot of bank, per side. If someone owns only one side of the ditch, that owner would be assessed at 40.23 per lineal foot along the ditch length along the property. If someone owns both sides of the ditch, they would pay \$80.46 per foot, as they are benefitting from the improvements to both sides of the ditch. For comparison the average Sycamore Street assessment was \$36 per foot (for one side of the street), or about \$970 per property.

That is a very rough calculation to establish the scope, but Council should recognize that the easements have value as well (discussed further below). Special assessments have always been the hold up on getting this project completed, which only increases the cost of implementation over time. This is because, unlike a street project where the City already owns the street, the City has no rights to enter or maintain the 6th Street Ditch (in turn, the City has no obligation to maintain it, either).

Easements: The City Attorney has clarified that the City can condemn easements if required. However, that adds a lot of time and expense to the project. If voluntary easements can be acquired, it is preferable. Further, the easements could include language that would require the owners to do day-to-day maintenance (such as mowing, weed and tree removal, maintaining the grade, etc.) and have the City do the major rehab work (rip-rap or armoring repair/replacement, wall or structural maintenance, etc.). In addition, the easement language could give the City rights to enter and perform the day-to-day maintenance if the property owner failed to do so. All of these provisions are a substantial improvement over the rights and authority the City and the property owners have today.

Recommendation: Council discussion and further direction is requested.